

APPRENTICESHIP AND CERTIFICATION BOARD

RECORD OF PROCEEDINGS

100 - 111 LOMBARD AVENUE

JUNE 19, 2019

BOARD MEMBERS

Harris, Bruce	Employee Representative
McCutcheon, David	Secretary and Ex-Officio Member
McInerney, Betty	Employer Representatives
Miller, Harvey	Employer Representatives
Sine, Geoff	Employer Representatives
Sloane, Bruce	Public Interest
Webb, Ken	Chair

REGRETS

Charron, Brent	Employee Representative
Ducharme, Steve	Employee Representative
Garet, Laura	Public Interest
Roe, Karen	Employer Representative

ABSENT

Keeper, Michael	Employee Representative
-----------------	-------------------------

GUESTS

STAFF

Chung, Gabriel	Acting Manager, Training Standards Unit
Harman, Kristal	Acting Manager, Policy, Legislation and Board Operations
May, Vanessa	Policy Analyst
Peters, Janice	Board Coordinator

2019.06.01

OPENING

1.1 Call to Order

The Chair called the meeting to order at 9:03 a.m. The Board did not achieve quorum. As such, the meeting was converted to a working group meeting. The agenda items that require the Apprenticeship and Certification Board (Board) approval will take place through electronic means.

1.2 Approval of Agenda

Closed.

The working group used the agenda for reference purposes.

1.3 Approval of previous minutes

Open.

Final decision deferred to electronic approval.

2019.06.02

UPDATES: BOARD AND EXECUTIVE DIRECTOR

2.1 Chair's Update

Closed.

The Chair:

- Discussed the Apprenticeship and Certification Board (Board's) membership(s) status.
- Informed the Board that a condolence letter was sent to the Schindle Family.
- Told the Board that he participated in the Highest Achievement Awards that occurred in June 2019.
- Indicated interest in scheduling one-on-one meetings with each Board member to seek feedback on board productivity and determine next steps for fulfill components of the 2018-2023 strategic plan for the 2020-2021 strategic plan.

2.2 Review of previous Board Meeting Evaluation

Closed.

The Board reviewed the April 17, 2019 meeting evaluation results and comments. The Chair suggested that the meeting evaluation form be reviewed by the Governance Standing Committee.

2.3 Executive Director's Update

Closed.

The Executive Director provided the following updates:

- The Training Standards Unit updated the safety orientation unit which was incorporated into the curriculum for all level one apprenticeship programs.
- The new safety orientation unit has been implemented into the colleges.
- Apprenticeship Manitoba continues to work on the Office of the Auditor General's (OAG)
- Saskatchewan has joined the 6 province agreement.
- The Apprenticeship Management System will reduce a significant amount of paper processes for apprentices and employers.

- The Board is asked to review the ratio requirement prescribed in The Apprenticeship and Certification Act and the General Regulation
- With Small trade review.

2.4 Review of Action Sheet

Closed.

The Board reviewed the action items from the April 17, 2019 Board meeting. The Board was informed that the distribution of the Employer Survey thank you letter was deferred due to the Fees Regulation update and the impromptu government wide communication ban. The Board Chair asked that the Branch seek approval to distribute the thank you letter.

2019.06.03 COMMITTEE REPORTS

3.1 Nominating Standing Committee (NSC)

Closed

No report.

3.2 Program Standards Standing Committee (PSSC)

Acceptance of the Record of Proceedings

Open.

Final decision deferred to electronic approval.

Gasfitter

Open.

The Board revisited the removal of the Gasfitter B level two from the technical training of Refrigeration Air Conditioning Mechanic (RACM), Plumber and Steamfitter-Pipefitter technical training.

The Board Chair asked if any of the Program Standards Standing members abstained from the recommendation. The Board was informed that one member abstained from recommendation. The member wanted to further consult with industry members on the proposed matter.

On April 17, 2019, the Board determined to conduct a consultation survey with the effected piping industry. The consultation was distributed to the piping trade PACs/stakeholders April 19, 2019 to May 17, 2019. A total of 846 individuals opened the survey, while 295 individuals completed the survey. 2/3 of the respondents supported the proposed recommendation.

The Board members discussed the benefits of removing level two of Gasfitter B from the final level of the effect piping trades.

**Plumbers Trade Regulation, Refrigeration, Air Conditioning Mechanic Trade Regulation
Steamfitter-Pipefitter Trade Regulation**

The Board reviewed the RACM regulation. The Board members determined that the recommendation to remove the level two Gasfitter B from the RACM final levels would address the PACs supervision rational/recommendation. Therefore, the Board removed the supervision section of the proposed regulation.

The Board inquired if any of the Plumber PAC or Steamfitter-Pipefitter PAC members raised concerns regarding the proposed changes. The Board was advised that the Plumber PAC members did not submit any comments raising concerns about the proposed changes to the proposed Plumber Certificate of Qualification requirement. However, the Steamfitter-Pipefitter PAC raised concerns as the Steamfitter-Pipefitter PAC was under the impression that all of Domestic Gasfitter B would be removed from the technical training. The Branch re-affirmed that was not the case and informed the committee that the Domestic Gasfitter B level one **would remain** in the technical training, where as level two of Gasfitter would be removed from the technical training requirement. No additional comments were received from the Steamfitter-Pipefitter PAC members.

A robust discussion ensued and the Board discussed the benefits and the cons pertaining to the removal of Domestic Gasfitter B level two from the final years of the effected piping trades.

Final decision deferred to electronic approval.

3.3 Governance Standing Committee (GSC) Closed.

Final decision deferred to electronic approval.

Annual Report Open.

The Board reviewed the draft annual report outline and provided feedback that will be incorporated into the final document.

Final decision deferred to electronic approval.

Fees Regulation Closed.

The Board members were told that after a lengthy review and consideration, Apprenticeship Manitoba proposed that some fees would be eliminated. Alternatively, the remaining fees would be collected as a one time lump sum payment. Branch staff stated that the elimination of the respective fees would reduce red tape for industry and reduce staff time/stakeholder processing paperwork time.

The Board was also advised that

- The tuition fee and the trades qualification (TQ) will be increased accordingly, as the TQ fees have not increased in 30 years;

- Manitoba fees remain are lower than other jurisdictions fees;
- A one time lump sum fee will be taken instead of processing multiple single transactions; and
- The proposed changes will take place on June 1, 2019.

The Board supported the recommendation to revise the fees.

Final decision deferred to electronic approval.

Nominating Standing Committee Terms of Reference

Closed.

The Board reviewed the revised Nominating Standing Committee Terms of Reference and were in favour of the proposed document.

Final decision deferred to electronic approval.

Board Annual Assessment

The Board members discussed:

- The importance of self-governance.
- The methods it has used to assess its performance.
- Other measures to gage the productivity of the Board.

The Board Chair re-affirmed he will meet with each Board member to gain further feedback Board activities and goals for the upcoming year.

3.4 Community Liaison Standing Committee (CLSC)

Closed.

No report.

2019.06.04 CONTINUING BUSINESS

4.1 No updates.

2019.06.05 NEW BUSINESS

5.1 Skills, Talent and Knowledge Strategy

Closed.

The Board received a presentation on the government's Skills, Talent and Knowledge Strategy. In 2019 the government developed the Skills, Talent and Knowledge Strategy with the intent to develop an innovative framework to ensure that Manitoba workers (in various regions) have the right skills, knowledge and talent to enable a flourishing economy. The presentation touched on the following topics:

- Technology in the workforce

- Jobs effected by change of technology
- Preparing the workforce to adaptable
- Accessing and providing supports to the labour market
- Future consultation engagements

Branch staff informed the Board that there is a government communication ban is in effect until September 10, 2019 due to the upcoming provincial election. The communication ban prohibits government departments from making public announcements or public updates during the election period. Further consultation efforts will take place after the election.

Manitoba Employers Committee

Geoff Sine announced that he was appointed to the Manitoba Employers Committee and looked forward to his new position. He also discussed ways that the Board and The Manitoba Employers Committee could engage in discussion pertaining to employers and the trades.

Geoff self declared the possibility of conflict of interest for transparency purposes. The other Board members did not raise any concerns regarding his recent appointment to the Manitoba Employers Committee.

2019.06.06 BRANCH UPDATES

- 6.1** No updates

2019.06.08 REGISTERED REGULATIONS / INFORMATION

- 8.1** No registered regulations.

2019.06.09 FUTURE AGENDA ITEMS

9.1 Future Agenda Item

Identified agenda items to be discussed at future Board meetings:

- Ratio and Supervision
- By-Law Amendments
- The Status of Women in Manitoba Report
- Automotive Repairer/Motor Vehicle Body Repairer Technical Training
- Electrologist Trade Review
- Esthetician Regulatory and Technical training
- Hairstylist Regulatory and Technical training
- Refrigeration Air Conditioning Mechanic Regulatory and Technical training
- Roofer Regulatory and Technical Training
- Steamfitter-Pipefitter Regulatory and Technical training

2019.06.10

CORRESPONDENCE / INFORMATION

10.1 Correspondence

The following documents were circulated to the Board for information:

- Letter of Condolences to the Ken Schindle Family

2019.06.11

CALENDAR EVENTS

11.1 Next Board Meeting: October 2019

11.2 Upcoming Events:

Awards of Distinction

December 2019

2019.06.12

IN CAMERA (IF REQUIRED)

12.1 In Camera (NIL)

2019.06.13

ADJOURN

13.1 Meeting adjourned at 2:43 p.m.

October 25, 2019

Original signed by

Original signed

*Date approved by the
Apprenticeship and Certification Board*

*Ken Webb, Chair
Apprenticeship and Certification Board*

*David McCutcheon, Secretary
Apprenticeship and Certification Board*