

**Alberta Apprenticeship and Industry Training Board Meeting
Friday, June 19, 2020
Videoconference - WebEx**

Board Members

J'Amey Bevan	Chair
Blaine Boutin	Employee Representative (Trades)
Delaine Coleman	Employee Representative (Trades)
Gursewak Mann	Employee Representative (Trades)
Brian Dort	Employee Representative (Trades)
Craig Mathes	Employer Representative (Trades)
Simone Schendel Reese	Employer Representative (Trades)
Mike Yorke	Employer Representative (Trades) - regrets
Joerg John	Employer Representative (Trades)
Delanee Daviau	Employee Representative (Non-Trades)
Freeman Willerton	Employee Representative (Non-Trades)
Jordan Jolicoeur	Employer Representative (Non-Trades)

Institutional Advisors to the Board

Matthew Lindberg	Northern Alberta Institute of Technology Representative
Jim Szautner	Southern Alberta Institute of Technology Representative
Dennis Beaudoin	Heads of Trades Representative

Guests

Ronald Walder	Presiding Officer, Glazier PAC
Stephen Fryer	Presiding Officer, Crane and Hoisting Equipment Operator PAC
Nicholas (Nick) Peters	Presiding Officer, Bricklayer PAC
David Bissett	Presiding Officer, Power System Electrician PAC
David Herman	Presiding Officer, Roofer PAC
Kenneth Remeika	Presiding Officer, Baker PAC
Kevin Crosby	Northern Lakes College Representative

Administration

Andy Weiler	Assistant Deputy Minister, Apprenticeship and Student Aid
Carla Corbett	Executive Director, Policy and Standards
John St. Arnaud	Executive Director, Operations and Client Connections
John Brosda	Director, Industry Programs and Standards
Terri Brault	Director, Strategic Integration and Policy - regrets
Brian Frevel	Director, Board and Intergovernmental Connections

1. OPENING

1.1 Call to Order

The meeting was called to order at 9:00 AM.

1.2 Introductions of Guests / Presenters

The chair welcomed everyone and had attendees introduce themselves.

1.3 Review of the Agenda

No changes.

1.4 Approval Minutes of the May 15, 2020 Board Meeting

Motion 2020-06-30

The board approves the minutes of the May 15, 2020 board meeting as presented.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

2. BOARD AND EXECUTIVE REPORT

2.1 Advanced Education, Apprenticeship and Student Aid Update – Andy Weiler

The Assistant Deputy Minister provided information to the board on:

- COVID-19 preparations on start of the school year in September for apprentices.
- Consulting firm hired for renewal, transformation and developing strategic vision and roadmap of post-secondary system. Engagement with Post-Secondary Institutions and Industry, and strong connections to Skills for Job Task Force and Alberta 2030.

2.2 Board Chair's Report

The board chair reported on her past and upcoming meetings:

- Skills for Jobs Task Force resumed meetings via video conference.
- Spring Canadian Council of Directors of Apprenticeship Meeting.
- Interprovincial Alliance of Board Chair Meeting.
- Canadian Apprenticeship Forum Board Meeting.
- Canadian Apprenticeship Forum Conference has been scheduled on February 21-23, 2021 in Calgary.
- Supporting Women in Trades Conference has been scheduled for June 2021 in Winnipeg.
- Standing committee meeting on June 4 and worked with AIT staff to develop a survey for Skills for Jobs Task Force workbook. There was a 30% (276 individuals) response rate.
- Alberta Workforce Essential Skills committee meeting.

2.3 Board Members' Reports

Board members reported that they participated in industry events and meetings since the last board meeting including board standing committee meetings. In addition, board members were asked to comment on the current state of their industry.

2.4 Executive Director's Report

Policy and Standards

- Amendments to Pandemic Response Statutes Act under consideration by Cabinet. If approved:
 - Board appointments extensions until end of October 2020.
 - Regulations of registered apprentices to the Executive Director extended.
 - Appeal processes and timelines extended.
- Technical Training and Class Registration.
 - Working with the Deans of Trades regarding fall registration.
 - Working with Post-Secondary Institutions on blended learning (online theory and face-to-face lab/shop delivery) and alignment of physical distancing measures.
 - Registration on July 8 for apprentices displaced during March, April and May intake. Full registration will be opened shortly thereafter.
 - Communication plan to work with apprentices particularly those who are no longer working and highlighting financial support available.
- Canadian Council of Directors of Apprenticeship
 - WebEx Meeting, all jurisdictions across the country are struggling. There are common problems and similar solutions
 - Quarterly Reports on Federal Grant Performance will be distributed.
 - Registered Apprenticeship Information System information graphics report will be distributed.

Operations and Client Connections

- Once the advanced class registration for apprentices who were cancelled out of training due to COVID-19 is complete, class registration for the fall intake will open up on July 14 and run for six days over a two-week period.
- Our Business Integration team has worked closely with the PSI's on system changes to support the blended learning model in ATOMS
- Although our offices have been closed since March, staff have been actively working on assessing applications, issuing certificates, and answering calls on our toll free line. A large volume of calls are related to COVID-19 (when will offices reopen, when will I be able to register for training)
- Since May 1st we have processed over 1129 applications, and since March we have issued over 1545 certificates
- The relaunch and resumption of key services (in office exams, front counter service, and AIT officer field activities) is our key focus at the moment. This requires comprehensive risk/hazard assessments, which can be a bit challenging in environments outside of our offices (e.g. employer sites)
- Period exams at institutions will remain a challenge in the upcoming school term, even with Alberta in stage 2 of relaunch, physical distancing measures will reduce capacity for exam delivery at institutions and in our offices. For example, our 80 plus seat exam room in the Edmonton office will only be able to seat 24 exam candidates at a time, and the backlog of exam requests will take several weeks to clear up before new requests can be accommodated. All of this can change if a second wave leads to the return of tighter restrictions or if an outbreak occurs that results in temporary office closure.
- Practical exams are an even bigger challenge as we currently deliver these at 56 different locations across the province of which 54 are not in government facilities and we are unable to complete required hazard assessments.

- Innovation will be required to work through these challenges, much like innovation led to the recent virtual skills competition.

2.5 Executive Director's Status Report on Authorizations

No activity since the last meeting.

2.6 Institutional Reports

Heads of Trades Representative

Dennis Beaudoin tabled a report on behalf of the colleges.

Northern Alberta Institute of Technology

Matthew Lindberg tabled his report as information.

Southern Alberta Institute of Technology

Jim Szautner tabled his report as information.

The following discussions occurred from the institutional reports:

- Instructors from post-secondary institutions across the province have been collaborating and working hard to develop resources and materials for program delivery.
- Board asked if institutions are potentially looking at employers being directly involved in in-shop hands on training. Discussions continue on developing practical competency assessments in partnership with industry.
- SAIT held a virtual online convocation where 4000 students attended and trades were well represented. Board asked if any apprentices attended their online convocation. There is no way to determine if any of the graduates were from an apprenticeship program.
- Board asked about COVID-19 contact tracing app. Institutions are issuing protocols for students, and all are strongly encouraged to use the app.

3. INDUSTRY NETWORK BUSINESS

3.1 Provincial Apprenticeship Committee Reports

(a) Glazier Apprenticeship Program Update

Ron Walder reported on the recent activities of the PAC and presented the minutes of the meeting held on November 5, 2019 as information. No Board Liaison Report.

(b) Crane and Hoisting Equipment Operator Apprenticeship Program Update

Steve Fryer reported on the recent activities of the PAC and presented the minutes of the meeting held on November 6, 2019 as information. J'Amey Bevan tabled the Board Liaison Report as information, on behalf of Mike Yorke.

(c) Bricklayer Apprenticeship Program Update

Nicholas Peters reported on the recent activities of the PAC and presented the minutes of the meeting held on November 8, 2019 as information. Gursewak Mann tabled his Board Liaison Report as information.

(d) Power System Electrician Apprenticeship Program Update

David Bissett reported on the recent activities of the PAC and presented the minutes of the meeting held on November 19, 2019 as information. Freeman Willerton tabled his Board Liaison Report as information.

(e) Roofer Apprenticeship Program Update

Dave Herman reported on the recent activities of the PAC and presented the minutes of the meeting held on November 27, 2019 as information. J'Amey Bevan tabled the Board Liaison Report as information, on behalf of Mike Yorke.

(f) Baker Apprenticeship Program Update

Ken Remeika reported on the recent activities of the PAC and presented the minutes of the meeting held on November 28, 2019 as information. Joerg John tabled his Board Liaison Report as information.

4. BOARD BUSINESS

4.1 Industry Network Committee Report

Jordan Jolicoeur tabled a report on the June 4, 2020 meeting of the Industry Network Committee (INC) and the following motions were made:

• Resignations/Rescissions

Motion 2020-06-31

The board terminates the appointments as submitted on the Resignations and Rescissions Summary for June 19, 2020.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

• Provincial Apprenticeship Committee Appointments

Motion 2020-06-32

The board approves the appointments as submitted on the Provincial Apprenticeship Membership and Application Summary for June 19, 2020.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

• Local Apprenticeship Committee Appointments

Motion 2020-06-33

The board approves the appointments as submitted on the Local Apprenticeship Membership and Application Summary for June 19, 2020.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

- **Provisional Committee Appointments**

Motion 2020-06-34

The board approves the appointments as submitted on the Provisional Committee Membership and Application Summary for June 19, 2020.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

4.2 Industry Standards Committee Report

Freeman Willerton tabled a report on the June 4, 2020 meeting of the Industry Standards Committee (ISC) and the following motions were made:

- **Apprenticeship Program Amendment Order**

The proposed Apprenticeship Program Amendment Order amends the Apprenticeship Program Order (Board Order 1/2009). Consistent with the related recent regulatory changes, it amends references to hairstylist, rig technician and tilesetter trades under the Schedule to the Order. It adds a new provision to section 7 of the Order (Approval to enter apprenticeship program). The provision is intended to allow flexibility to the Executive Director to assist apprentices in exceptional circumstances, for example, apprentices hampered by pandemic COVID-19 physical distancing restrictions.

Motion 2020-06-35

The board approves the proposed Apprenticeship Program Amendment Order

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

- **Certification and Certificate Recognition Amendment Order**

The proposed Certification and Certificate Recognition Amendment Order makes administrative amendments to the Certification and Certificate Recognition Order (Board Order 2/2009). The amendments are consistent with the recent de-designation of the rig technician trade and the branch name changes in the crane and hoisting equipment operator trade.

Motion 2020-06-36

The board approves the proposed Certification and Certificate Recognition Amendment Order.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

- **Boilermaker Record Book**

The Boilermaker PAC has revised the record book to reflect current work practices. The change will enhance the employer's ability to evaluate an apprentice's work performance.

Motion 2020-06-37

The board approves the boilermaker record book.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

4.3 Labour Market Issues and Board Operations Committee Report

Delaine Coleman tabled a report on the June 4, 2020 meeting of the Labour Market Issues and Board Operations Committee (BOC) and the following motion was made:

Motion 2020-06-38

The board approves the 2019-2020 Annual Report as presented.

Motion Carried: 11 In Favour 0 Opposed 0 Abstained

5. PRESENTATIONS

5.1 Guest College Presentation

Kevin Crosby, Northern Lakes College, tabled his report as information.

6. CLOSING

The next meeting is scheduled to take place on October 8, 2020 in the Alberta Room, Government House, in Edmonton, Alberta or via teleconference. The meeting adjourned at 12:42 PM.

OCTOBER 8, 2020
Date approved by the
Alberta Apprenticeship and
Industry Training Board

ORIGINAL SIGNED
j'Amey Bevan, Chair
Alberta Apprenticeship and
Industry Training Board

ORIGINAL SIGNED
Brian Frevel, Director
Board and Intergovernmental
Connections

RESIGNATIONS/RESCISSIONS SUMMARY APPROVED BY THE BOARD ON JUNE 19, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Powerline Technician	PAC	Woon	Shawn	Employer	February 19, 2019	June 19, 2020	2	3
Powerline Technician	PAC	Corns	Evan	Employee	June 22, 2018	June 19, 2020	1	3

PAC MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON JUNE 19, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Boilermaker	PAC	Glenn	Tardif	Employer	June 23, 2020	June 22, 2023	2	3
Glazier	PAC	Kirk	Ahsam	Employer	June 23, 2020	June 22, 2023	2	3
Heavy Equipment Technician	PAC	Robert	Koester	Employer	June 19, 2020	June 18, 2023	2	3
Ironworker	PAC	Dean	Murray	PO	June 26, 2020	June 25, 2023	1	3
Parts Technician	PAC	Travis	Strickland	Employee	June 26, 2020	June 25, 2023	2	3
Parts Technician	PAC	Tedi	Wiegand	PO	June 19, 2020	June 18, 2023	1	3
Powerline Technician	PAC	Scott	Perrin	Employee	June 19, 2020	June 18, 2023	1	3

LAC MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON JUNE 19, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Auto Body Technician - Calgary	LAC	Christine	Johnson	POEE	June 23, 2020	June 22, 2023	2	3
Automotive Service Technician - Red Deer	LAC	Bradley	McCrinkle	Employer	June 19, 2020	June 18, 2023	1	3
Glazier - Edmonton	LAC	Kirk	Ahsam	Employer	June 23, 2020	June 22, 2023	2	3
Hairstylist - Vermilion	LAC	Myra	Rutherford	Employer	September 22, 2020	September 21, 2023	2	3
Welder - Calgary	LAC	Jason	Livesey	Employer	June 23, 2020	June 22, 2023	2	3
Welder - Hinton	LAC	Timothy	Buckley	Employer	June 23, 2020	June 22, 2023	2	3

PROVISIONAL COMMITTEE MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON JUNE 19, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Siding Installer	PRV	Kenneth	Theriault	PO	June 19, 2020	June 18, 2023	2	3