

Alberta Apprenticeship and Industry Training Board Meeting
Friday, September 27, 2019
Alberta Room, Government House
12845 – 102 Avenue, Edmonton, AB

Board Members

j'Amey Bevan	Chair
Blaine Boutin	Employee Representative (Trades)
Delaine Coleman	Employee Representative (Trades)
Gursewak Mann	Employee Representative (Trades) - arrived 9:16 AM
Brian Dort	Employee Representative (Trades)
Craig Mathes	Employer Representative (Trades)
Simone Schendel Reese	Employer Representative (Trades) - regrets
Mike Yorke	Employer Representative (Trades)
Joerg John	Employer Representative (Trades)
Delanee Daviau	Employee Representative (Non-Trades) - regrets
Freeman Willerton	Employee Representative (Non-Trades) - regrets
Jordan Jolicoeur	Employer Representative (Non-Trades)

Institutional Advisors to the Board

Malcolm Haines	Northern Alberta Institute of Technology Representative
Jim Szautner	Southern Alberta Institute of Technology Representative
Dave King	A/Heads of Trades Representative

Guests

Sheldon Anderson	Dean, Center for Trades
Robert Robertson	Presiding Officer, Insulator (Heat & Frost) PAC
David Bissett	Presiding Officer, Power System Electrician PAC
Gary Cole	Presiding Officer, Cathodic Protection OC
David (Scott) Fong	Presiding Officer, Field Heat Treatment Technician OC
Kelly Slepicka	Presiding Officer, Lather (Interior Systems Mechanic) PAC

Administration

Carla Corbett	Executive Director, Policy and Standards
John Brosda	Director, Industry Programs and Standards
Terri Brault	Director, Strategic Integration and Policy
Brian Frevel	Director, Board and Intergovernmental Connections

1. OPENING

1.1 Call to Order and Safety Orientation

The meeting was called to order at 9:03 AM. A brief orientation on the facility and safety instruction was provided.

1.2 Introductions

The chair welcomed everyone and had attendees introduce themselves.

1.3 Review of the Agenda

No changes.

1.4 Accept Minutes of the June 20, 2019 Board Meeting

Motion 2019-09-23

The board accepts the minutes of the June 20, 2019 board meeting as presented.

Motion Carried: 6 In Favour 0 Opposed 0 Abstained

1.5 2019 and 2020 Alberta Apprenticeship and Industry Training Board Tentative Schedules of Meetings

Both calendars had no changes to meetings so was provided as information only.

1.6 2020 Board Standing Committee Chair/Vice Chair Rotation

The 2020 rotation was reviewed during each board standing committee meeting and was provided as information.

2. BORD AND EXECUTIVE REPORT

2.1 Advanced Education, Apprenticeship and Student Aid Update - deferred

2.2 Board Chair's Report

The board chair reported on the industry and governmental events and meetings she has attended since the last board 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, board pre-business planning session, as well as a number of PAC/OC meetings as Board Liaisons.

2.4 Executive Director's Report

Policy and Standards

Carla tabled her report on recent government policy initiatives.

Operations and Client Connections - deferred

2.5 Executive Director's Status Report on Authorizations

A status report on authorizations was provided for information.

2.6 Institutional Reports

Reports from the institutions were tabled as information.

3. INDUSTRY NETWORK BUSINESS

3.1 Updated Schedule for Upcoming Provincial Apprenticeship Committee, Occupational Committee, and Provisional Committee Meetings in 2019/2020

The board reviewed the latest 2019/2020 schedule of upcoming committee meetings and the Chair advised that the process of assigning volunteers is changing and she would be in contact with board members.

3.2 Provincial Apprenticeship and Occupational Committee Reports

(a) Insulator (Heat & Frost) Apprenticeship Program Update

Robert Robertson tabled a report on the recent activities of the PAC and presented the minutes of the meeting held on November 29, 2018 as information. Gursewak Mann tabled his Board Liaison Report as information.

(b) Power System Electrician Apprenticeship Program Update

David Bissett tabled a report on the recent activities of the PAC and presented the minutes of the meeting held on December 4, 2018 as information. The chair provided a verbal Board Liaison report on behalf of Delanee Daviau.

(c) Cathodic Protection Program Update

Gary Cole tabled a report on the recent activities of the OC and presented the minutes of the meeting held on January 10, 2019 as information. The chair tabled Freeman Willerton's Board Liaison Report as information.

Gary noted that one concern in the industry is that they train individuals in the work and then the oil companies come and offer better pay and benefits and they leave.

(d) Gas Utility Operator Apprenticeship Program Update

John Brosda tabled a report on the recent activities of the PAC and presented the minutes of the meeting held on January 14, 2019 as information. Delaine Coleman tabled her Board Liaison Report as information.

It was noted that the training was set up to be delivered at NAIT as a Continuing Education class. There has not been enough interest to justify putting one on. The Gas Utility Operator Federation has now purchased the rights to do the training.

(e) Field Heat Treatment Technician Program Update

David (Scott) Fong tabled a report on the recent activities of the OC and presented the minutes of the meeting held on January 17, 2019 as information. Brian Dort tabled his Board Liaison Report as information.

(f) Lather (Interior Systems Mechanic) Apprenticeship Program Update

Andrew Aronson reported on the recent activities of the PAC and presented the minutes of the meeting held on January 21, 2019 as information. The chair tabled Freeman Willerton's Board Liaison Report as information.

4. BOARD BUSINESS

4.1 Industry Network Committee Report

Blaine Boutin tabled a report on the September 11, 2019 meeting of the Industry Network Committee (INC).

- **Resignations/Rescissions**

All resignations and rescission were reviewed and are recommended for approval by the board (see attached).

Motion 2019-09-24

The board terminates the appointments as submitted on the Resignations and Rescissions Summary for September 27, 2019.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Provincial Apprenticeship Committee Appointments**

All PAC appointments presented were reviewed and are recommended for approval by the board (see attached).

Motion 2019-09-25

The board approves the appointments as submitted on the Provincial Apprenticeship Membership and Application Summary for September 27, 2019.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Local Apprenticeship Committee Appointments**

All LAC appointments were reviewed and are recommended for approval by the board (see attached).

Motion 2019-09-26

The board approves the appointments as submitted on the Local Apprenticeship Membership and Application Summary for September 27, 2019.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Occupational Committee Appointments**

All Occupational Committee appointments were reviewed and are recommended for approval by the board (see attached).

Motion 2019-09-27

The board approves the appointments as submitted on the Occupational Committee Membership and Application Summary for September 27, 2019.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Provisional Committee Appointments**

All Provisional Committee appointments were reviewed and are recommended for approval by the board (see attached).

Motion 2019-09-28

The board approves the appointments as submitted on the Provisional Committee Membership and Application Summary for September 27, 2019.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Code of Conduct**

Proposed changes to the Code of Conduct were presented and reviewed, and are recommended for approval by the board.

Motion 2019-09-29

The board approves the revised Committee Code of Conduct.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

It was noted that a Board Communications subcommittee was established. The Chair asked the PAC-OC representatives about Employer Recognition and they supported the idea of communicating with industry network committee members employers to let them know what members do, and thank them for letting the employee participate.

4.2 Industry Standards Committee Report

Craig Mathes tabled a report on the September 11, 2019 meeting of the Industry Standards Committee (ISC) and the following motions:

- **Apprenticeship Program Amendment Order**

The proposed *Apprenticeship Program Amendment Order* amends the *Apprenticeship Program Order* (Board Order 1/2009) by changing the entrance requirements for the sheet metal worker apprenticeship program from “Category A” to “Category B”. The amendment is consistent with the Sheet Metal Worker PAC recommendation and the board’s approval to align the sheet metal worker classroom instruction with content from the gasfitter apprenticeship program.

Motion 2019-09-30

The board approves the proposed Apprenticeship Program Amendment Order.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Designated Occupations Training Program Amendment Order**

The proposed *Designated Occupations Training Program Amendment Order* amends section 4 of the *Designated Occupations Training Program Order* (Board Order 4/2010) by changing references to “construction craft labourer” to “construction craft worker”. The amendments are consistent with the new occupation name approved by the board and the Minister under the *Designation of Occupations Regulation* (AR 285/2006) and the *Construction Craft Worker Occupation Regulation* (AR 270/2000) in 2017.

Motion 2019-09-31

The board approves the proposed Designated Occupations Training Program Amendment Order.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Hairstylist Implementation Date Change**

The proposed Hairstylist Trade Regulation was approved by the board at its September 28, 2018 meeting (Motion 2018-10-68). However, ministerial approvals for the regulation were delayed due to the provincial election and the subsequent change in government. The revised regulation changes references from April 1, 2019 to April 30, 2020. This change is consistent with the proposed new implementation date for the regulation. All other amendments remain the same.

Motion 2019-09-32

The board approves the proposed revised Hairstylist Trade Regulation.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Tilesetter De-designation**

The committee was presented with results of a survey, which supported a motion made by the Tilesetter PAC to recommend the de-designation of the tilesetter apprenticeship program. A history of the Tilesetter PAC motion to de-designate the apprenticeship program and the steps taken to ensure that there was consultation with, and feedback from, all aspects of the industry was also provided.

The committee had a discussion regarding compulsory versus optional certification status of apprenticeship programs and concluded that compulsory certification has little impact on apprentice registration numbers.

Motion 2019-09-33

The board recommends the Minister approve the de-designation of the tilesetter apprenticeship program.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Industrial Construction Crew Supervisor Program Recognition**

Worley has purchased the division of Jacobs Engineering that delivered the Jacobs Development Program, which has board recognition applied toward the Industrial Construction Crew Supervisor (ICCS) certification. Now called the “Worley Leadership Development Program”, the ICCS Occupational Committee has reviewed the two programs, acknowledges the similarities, and has recommended the board grant recognition toward ICCS certification for the Worley program.

Motion 2019-09-34

The board recognizes that the completion of the Worley Leadership Development Program fulfills a requirement towards certification in the industrial construction crew supervisor occupation program.

Motion Carried: 6 In Favour 0 Opposed 1 Abstained

- **Blue Seal – Athabasca University**

Athabasca University, an approved training provider, has applied for recognition of two of its programs of study for full credit in the Achievement in Business Competencies (Blue Seal) Program. The committee reviewed the application and agreed that it met the criteria for full credit recognition.

Motion 2019-09-35

The board approves the Athabasca University’s University Certificate in Management Application and University Certificate in Management Foundation programs of study as full credit programs of study towards the Achievement in Business Competencies (Blue Seal) program.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Blue Seal – Grande Prairie Regional College**

Grande Prairie Regional College, an approved training provider, requests that the board approve changes made to its previously approved Management Essentials Certificate program. The committee reviewed and recommended approval of the changes made to the program.

Motion 2019-09-36

The board approves the changes made to Grande Prairie Regional College’s Management Essentials Certificate Program and continues to recognize it as a partial program of study for the Achievement in Business Competencies (Blue Seal) Program with a credit value of 72 hours of study.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Rig Tech Dedesignation**

John Brosda advised that prior to de-designation of the trade, 270 apprentices who have been inactive for 18 months or more will be notified that their contracts are cancelled. The individuals that are just missing hours will get called and asked to send in their record books so they can be completed.

There is a communications plan in place and a hotline set up to answer questions or concerns directed to them.

There was a concern about what kind of message this initiative sends given all the current promotion of the skilled trades. Minister has been briefed on the issue to ensure there will be proper communication provided.

This item will come back to the Board at its November meeting with additional information being provided on the outcome of the apprentice communication strategy. The Board will also be asked to consider the information presented and to provide advice to the Minister regarding the de-designation request.

- **Sprinkler Systems Installer Re-designation**

John Brosda noted the Apprenticeship and Industry Training staff facilitate these requests to move forward to the Board at the appropriate time and that there is no consultative role in the process. He advised that more detailed information regarding this process and the specific request to re-designate this program as a compulsory certification program will be provided at the next ISC meeting to ensure board members are fully aware of all the work done to date.

4.3 Labour Market Issues and Board Operations Committee Report

Brian Dort tabled a report on the September 11, 2019 meeting of the Labour Market Issues and Board Operations Committee (BOC) and the following motions:

- **Board Annual Report 2018-2019**

The Alberta Apprenticeship and Industry Training Board 2018-2019 Annual Report was prepared to close out year one of the Board's 2018-2021 Strategic Plan. The board requested some minor changes to the annual report including updating the titles in the performance sections to reflect the sources where the indicators were selected from. After the annual report receives board approval, staff will forward the document to the Minister for his approval and tabling in the Alberta Legislature.

Motion 2019-09-37

The board approves the Alberta Apprenticeship and Industry Training 2018-2019 Annual Report.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

4.4 Awards and Scholarships Committee Report - no report

5. PRESENTATIONS

5.1 Lethbridge College Presentation

Sheldon Anderson provided the board with a presentation on the college.

5.2 PolicyWise Presentation

Dr. Xinjie Cui, Chief Analytics Officer with Policy Wise, provided an overview on the Apprenticeship Data Integration Project. It will link data from four pre-apprenticeship programs (Women Building Futures, Skills Canada Alberta, Careers: the Next Generation, and Trade Winds to Success) to data from the Ministry of Advanced Education to better understand clients' journeys through the apprenticeship system and provide ongoing reporting on key accountability measures. A collaborative approach will be taken, with data governance and data sharing processes implemented in consultation with stakeholders from all involved parties.

6. CLOSING

The next meeting is scheduled to take place on November 29, 2019 in the Alberta Room, Government House, in Edmonton, Alberta. The meeting adjourned at 2:00 PM.

NOVEMBER 29, 2019
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 SEPTEMBER 27, 2019

Full Committee Name	Comm Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Industrial Mechanic (Millwright)	PAC	Paul	Caron	Employer	November 03, 2017	September 27, 2019	1	3
Painter and Decorator	PAC	Winston	Szucs	Employee	September 26, 2017	September 27, 2019	2	3
Parts Technician	PAC	Douglas	Turigan	Employer	February 12, 2018	September 27, 2019	2	3
Recreation Vehicle Service Technician	PAC	Kendall	Chapman	Employer	December 15, 2017	September 27, 2019	1	3
Recreation Vehicle Service Technician	PAC	Timothy	Lucyk	Employee	May 11, 2018	September 27, 2019	2	3
Welder	PAC	Morgan	Foote	Employee	September 22, 2017	September 27, 2019	1	3
Automotive Service Technician (Grande Prairie)	LAC	Keith	Seewalt	Employer	November 04, 2016	September 27, 2019	2	3
Automotive Service Technician (Grande Prairie)	LAC	Danielle	Stojan	Employee	November 04, 2016	September 27, 2019	2	3
Heavy Equipment Technician (Lethbridge)	LAC	Kevin	Brandics	Presiding Officer	March 14, 2017	September 27, 2019	2	3

PAC MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON SEPTEMBER 27, 2019

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Agricultural Equipment Technician	PAC	Bradley	Vanleeuwen	Employee	September 27, 2019	September 26, 2022	2	3
Appliance Service Technician	PAC	Louis	Godor	Employee	September 27, 2019	September 26, 2022	1	3
Boilermaker	PAC	Lyle	Norman	Presiding Officer	October 01, 2019	September 30, 2022	2	3
Electrician	PAC	Matthew	Horvath	Employee	September 27, 2019	September 26, 2022	1	3
Electrician	PAC	Timothy	Tarita	Employer	September 27, 2019	September 26, 2022	1	3
Hairstylist	PAC	Heather	Tytula	Employer	September 27, 2019	September 26, 2022	2	3
Heavy Equipment Technician	PAC	Jeremy	Grigor	Employee	September 27, 2019	September 26, 2022	1	3
Industrial Mechanic (Millwright)	PAC	Jocelyn	Guimond	Employer	September 27, 2019	September 26, 2022	1	3
Industrial Mechanic (Millwright)	PAC	Dale	Rock	Employer	September 27, 2019	September 26, 2022	1	3
Landscape Horticulturist	PAC	Kathryn	Hutchison	Presiding Officer	November 29, 2019	November 28, 2022	1	3
Machinist	PAC	Andrew	Berger	Employee	September 27, 2019	September 26, 2022	1	3
Machinist	PAC	Jennifer	Dahl	Employee	October 01, 2019	September 30, 2022	2	3
Metal Fabricator (Fitter)	PAC	Courtney	MacLeod	Employer	September 27, 2019	September 26, 2022	1	3
Motorcycle Mechanic	PAC	Dennis	Hansen	Employer	September 27, 2019	September 26, 2022	1	3
Parts Technician	PAC	Robert	McCall	Employer	September 27, 2019	September 26, 2022	1	3
Steamfitter-Pipefitter	PAC	Terrance	Hopman	Presiding Officer	September 27, 2019	September 26, 2022	2	3
Steamfitter-Pipefitter	PAC	Curtis	Van Petten	Employee	September 27, 2019	September 26, 2022	2	3
Water Well Driller	PAC	Shane	Kinch	Presiding Officer	September 27, 2019	September 26, 2022	1	3
Welder	PAC	Brandon	Comeau	Employer	September 27, 2019	September 26, 2022	1	3

LAC MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON SEPTEMBER 27, 2019

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Auto Body Technician - Calgary	LAC	Sean	Clarke	Employee	September 27, 2019	September 26, 2022	1	3
Automotive Service Technician - Edmonton	LAC	John	Wooldridge	Employee	November 04, 2019	November 03, 2022	1	3
Automotive Service Technician - Grande Prairie	LAC	Wayne	Orosz	Employer	September 27, 2019	September 26, 2022	1	3
Automotive Service Technician - Grande Prairie	LAC	Tyler	Robertson	Presiding Officer - Employee	November 07, 2019	November 06, 2022	2	3
Automotive Service Technician - Grande Prairie	LAC	Robert	Shore	Employee	September 27, 2019	September 26, 2022	1	3
Automotive Service Technician - Lethbridge	LAC	Kirk	Jurgens	Employer	October 05, 2019	October 04, 2022	2	3
Baker - Edmonton	LAC	Lori-Anne	Grein	Presiding Officer - Employer	November 04, 2019	November 03, 2022	3	3
Carpenter - Calgary	LAC	Craig	Swanberg	Employer	November 04, 2019	November 03, 2022	2	3
Carpenter - Lethbridge	LAC	Alexander	Mitchell	Employer	December 16, 2019	December 15, 2022	2	3
Carpenter - Red Deer	LAC	Ernest	Briault	Employer	December 16, 2019	December 15, 2022	2	3
Cook - Edmonton	LAC	Kyra	Matson	Employee	September 27, 2019	September 26, 2022	1	3
Cook - Lethbridge	LAC	Adam	Robinson	Presiding Officer - Employer	September 27, 2019	September 26, 2022	3	3
Cook - Lethbridge	LAC	Erik	Wright	Employer	September 27, 2019	September 26, 2022	1	3
Crane and Hoisting Equipment Operator - Calgary	LAC	Derek	Rauch	Employer	September 27, 2019	September 26, 2022	1	3
Electrician - Calgary	LAC	Michel	Beaudin	Employee	September 27, 2019	September 26, 2022	1	3
Glazier - Calgary	LAC	Marc	Blakney	Employer	November 04, 2019	November 03, 2022	2	3
Glazier - Edmonton	LAC	Christopher	Zaplotinsky	Presiding Officer - Employer	September 27, 2019	September 26, 2021	4	2
Hairstylist - Red Deer	LAC	Nicole	Dube	Employee	September 27, 2019	September 26, 2020	2	1
Heavy Equipment Technician - Lethbridge	LAC	Jaylene	Pickering	Employee	December 10, 2019	December 09, 2022	3	3
Heavy Equipment Technician - Lethbridge	LAC	Jordan	Slomp	Employer	September 27, 2019	September 26, 2022	1	3
Industrial Mechanic (Millwright) - Edmonton	LAC	Dale	Rock	Employer	September 27, 2019	September 26, 2022	1	3
Machinist - Calgary	LAC	Tim	Lowing	Employer	September 27, 2019	September 26, 2022	1	3
Parts Technician - Calgary	LAC	Christopher	Lenfesty	Employee	September 27, 2019	September 26, 2022	1	3
Plumber - Lethbridge	LAC	Ryan	Dyck	Employer	September 27, 2019	September 26, 2022	2	3
Plumber - Lethbridge	LAC	Jeffrey	McLellan	Employee	September 27, 2019	September 26, 2022	1	3
Powerline Technician - Edmonton	LAC	Todd	Solie	Employer	September 27, 2019	September 26, 2022	1	3
Refrigeration and Air Conditioning Mechanic - Edmonton	LAC	Benjamin	Kozar	Employer	September 27, 2019	September 26, 2022	1	3

Sheet Metal Worker - Grande Prairie	LAC	David	Braun	Presiding Officer - Employer	September 27, 2019	September 26, 2022	3	3
Sheet Metal Worker - Lethbridge	LAC	Daniel	Skwarek	Employee	September 27, 2019	September 26, 2022	1	3
Sprinkler Systems Installer - Calgary	LAC	Wayne	Hill	Employee	September 27, 2019	September 26, 2022	2	3
Welder - Grande Prairie	LAC	Craig	Cropley	Employer	September 27, 2019	September 26, 2022	2	3

OCCUPATIONAL COMMITTEE MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON SEPTEMBER 27, 2019

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Cathodic Protection Technician	OC	Cecil	Gordon	Employer	September 27, 2019	September 26, 2022	3	3
Construction Craft Worker	OC	Robert	Macdonald	Presiding Officer	September 27, 2019	September 26, 2022	3	2
Field Heat Treatment Technician	OC	Taylor	Wronko	Employer	December 15, 2019	December 14, 2022	3	2
Industrial Construction Crew Supervisor	OC	Dale	Chalifoux	Employer	September 27, 2019	September 26, 2022	3	1
Residential Construction Site Manager	OC	Jason	Ager	Employer	December 16, 2019	December 15, 2022	2	3
Residential Construction Site Manager	OC	Paul	Salmon	Presiding Officer	September 27, 2019	September 26, 2022	3	3

PROVISIONAL COMMITTEE MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON SEPTEMBER 27, 2019

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Architectural Cladder	Provisional	Derrill	Ayotte	Employee	November 04, 2019	November 03, 2022	2	3
Architectural Cladder	Provisional	Barry	Clark	Employer	November 04, 2019	November 03, 2022	2	3
Architectural Cladder	Provisional	Donald	Roberts	Employer	November 04, 2019	November 03, 2022	2	3