

**Alberta Apprenticeship and Industry Training Board Meeting
Thursday, October 8, 2020
Videoconference**

Board Members

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

Institutional Advisors to the Board

Matthew Lindberg	Northern Alberta Institute of Technology Representative
Jim Szautner	Southern Alberta Institute of Technology Representative
Dennis Beaudoin	Alberta Deans of Apprenticeship and Trade Representative

Guests

Kathryn Hutchinson	Presiding Officer, Landscape Horticulturist PAC
Matthew Foreman	Member, Insulator (Heat and Frost) PAC
Gavin Greenhough	Member, Agricultural Equipment Technician PAC
Kelly Johnson	Member, Overhead Door Technician OC
Lyle Norman	Presiding Officer, Boilermaker PAC
Chris Browton	Executive Director, Skills Canada Alberta

Administration

Carla Corbett	Executive Director, Policy and Standards
John St. Arnaud	Executive Director, Operations and Client Connections
John Brosda	Director, Industry Programs and Standards
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 to the meeting.

1.3 Review of the Agenda

No changes.

1.4 Accept Minutes of the June 19, 2020 Board Meeting

Motion 2020-10-39

The board accepts the minutes of the June 19, 2020 board meeting as presented.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

2. BOARD AND EXECUTIVE REPORT

2.1 Board Chair's Report

The board chair reported on her past and upcoming meetings:

- Skills for Jobs Task Force – the task force's final meeting occurred on September 17th with the final report now being finalized before going to the Minister.
- CCDA National Stakeholders Meeting.
- Canadian Apprenticeship Forum (CAF) Executive meetings. The CAF board elections are coming up and j'Amey will remain on the board by acclamation.
- CAF webinar on supporting women in trades strategy.
- CAF virtual symposium.
- Trades Women Build Nations – there will be an on-line conference on Oct. 16 and 17, 2020. There will be no charge for attending this virtual conference and everyone is welcome.
- Board standing committee meetings.
- The chair met with the Minister of Advanced Education to discuss several issues such as board appointments, apprenticeship program challenges, the Skills for Jobs Task Force, and apprentice employment.

In addition, the board chair advised that Craig Mathes has finished his final term as board member and vice chair. The board chair acknowledged his many contributions to the board and to the apprenticeship system. He will be missed by all.

2.2 Board Members' Reports

Board members reported that they participated in industry events and meetings since the last board meeting including board standing committee meetings and PAC/OC meetings as Board Liaisons. In addition, some board members provided comments on the current state of their industry.

2.3 Executive Director's Report

Policy and Standards

- The department continues to work on sustaining apprenticeship programs affected by the COVID-19 pandemic.
- Technical training and class registrations:
 - Apprenticeship and Industry Training continues to work with post-secondary institutions on class registrations. This time last year, approximately 11,600 apprentices registered for classes, this year's enrollments are around 10,500, which is a slight decrease. Many institutions are offering classes via virtual learning, while some still offer some in-person instruction.
 - Registrations for upcoming intakes after Christmas are lower, but consistent with the numbers from the same time period last year. Communications will go out shortly to apprentices to encourage them to register for their classroom learning.
- The Alberta government is highly focused on facilitating the creation of jobs and economic recovery. Since the pandemic began, more than 300,000 Albertans have become unemployed. Women and youth were especially affected by the economic downturn, mostly due to their industry (i.e. service sector). The government wants to ensure that people are getting back to work and is focused on the attraction and development of new businesses in Alberta. Advanced Education has a lead role in ensuring that Albertans are educated to fill these new opportunities. One of the strategies the government is exploring is supporting Women Building Futures and CAREERS: the Next Generation organizations to develop programs that will get more women and youth into the workforce.
- Andy Weiler, our previous Assistant Deputy Minister, has moved on to NAIT to work on developing the NAIT Collegiate, and is a high priority for government. The Collegiate will be a high school that bridges to post-secondary education with a focus on science, technology, engineering and mathematics (STEM) and apprenticeship. Mike Fernandez is the new Assistant Deputy Minister for Apprenticeship and Student Aid. Mike has extensive experience within the Government of Alberta and was previously the ADM of the Parks Division in Alberta Environment and Parks.
- The Canadian Council of Directors of Apprenticeship (CCDA) National Stakeholders Meeting was held on October 7, 2020 and identified core stakeholder's challenges with apprenticeship education during the COVID pandemic. The stakeholders were also given an opportunity to comment on current CCDA strategic priorities.

Operations and Client Connections

- Approximately 6,000 apprentices signed up for classroom instruction on the first day of registration.

- Statistical highlights as of September 30, 2020:
 - 44,938 registered apprentices in the system, down 3% from same time last year
 - 16,909 new apprentices in first period, up 1% from same time last year
 - 4,723 women apprentices, down 1% from same time last year
 - 2,685 indigenous apprentices, up 3% from same time last year.
- Other statistics since June:
 - 306,000 logins into MyTradesecrets (including 4,191 employers to validate apprentice applications)
 - 4,664 applications of all types were submitted, including 155 RAP
 - 10,196 apprentices registered for classroom instruction through MyTradesecrets
 - 6,306 apprenticeship ID cards generated by apprentices through their MTS account
 - 8,734 documents uploaded by apprentices via their MTS account which could be anything from scans/pictures of record book entries, transfer cards, etc.
 - Over 1,500 exams have been delivered at AIT offices (with limited capacity due to COVID health orders).
- All AIT Offices are now open and adapting to the COVID-19 health guidelines.
- Apprenticeship and Industry Training is working with the post-secondary institutes on options for delivering the red seal exams for final period apprentices.
 - 1,837 potential red seal exams to be delivered between now and the end of this calendar year with over 900 required around Dec 18th.

2.4 Executive Director's Status Report on Authorizations

A status report on authorizations was tabled for information.

2.5 Institutional Reports

Northern Alberta Institute of Technology

Matthew Lindberg tabled his report as information.

Southern Alberta Institute of Technology

Jim Szautner tabled his report as information.

Alberta Deans of Apprentices in Trade (formerly Heads of Trades) Representative

Dennis Beaudoin tabled a report on behalf of the colleges. This will be his last report to the board as the ADAT representative as the chair duties will pass on to another dean at the end of the month.

The following discussion occurred from the institutional reports:

- The board asked if instruction has become more expensive during COVID. The institutions reported that they have been able to fund additional costs for virtual delivery, increased personal protection equipment, sanitization, and technology licenses within their current budgets.
- Further in the meeting, there was discussion on whether there were affordable technology supports (ie. loanable computer equipment and/or free Wi-Fi access) available for apprentices while they were attending classroom instruction.

3. INDUSTRY NETWORK BUSINESS

3.1 Provincial Apprenticeship Committee Reports

(a) Landscape Horticulturist Apprenticeship Program Update

Kathryn Hutchinson reported on the recent activities of the PAC and presented the minutes of the meeting held on December 6, 2019 as information. Joerg John tabled his Board Liaison Report as information. The landscape horticulturists have remained busy during the pandemic as more people worked at home and invested in home improvement projects.

(b) Insulator (Heat and Frost) Apprenticeship Program Update

Matthew Foreman reported on the recent activities of the PAC and presented the minutes of the meeting held on December 2, 2019 as information. Joerg John tabled his Board Liaison Report as information. Most insulators work in the industrial construction sector, which has seen a decrease in activity over the past several years.

(c) Agricultural Equipment Technician Apprenticeship Program Update

Gavin Greenhough reported on the recent activities of the PAC and presented the minutes of the meeting held on December 6, 2019 as information. Blaine Boutin presented his Board Liaison Report as information.

(d) Overhead Door Technician Occupational Program Update

Kelly Johnson reported on the recent activities of the OC and presented the minutes of the meeting held on December 12, 2019 as information. Delaine Coleman tabled her Board Liaison Report as information.

(e) Concrete Finisher Apprenticeship Program Update

The PAC report was tabled as information. Brian Dort tabled his Board Liaison Report as information.

(f) Boilermaker Apprenticeship Program Update

Lyle Norman reported on the recent activities of the PAC and presented the minutes of the meeting held on January 24, 2020 as information. J'Amey Bevan tabled her Board Liaison Report as information.

4. BOARD BUSINESS

4.1 Industry Network Committee Report

Delanee Daviau tabled a report on the September 24, 2020 meeting of the Industry Network Committee (INC)

- **Resignations/Rescissions**

Motion 2020-10-40

The board terminates the appointments as submitted on the Resignations and Rescissions Summary for October 8, 2020.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Provincial Apprenticeship Committee Appointments**

Motion 2020-10-41

The board approves the appointments as submitted on the Provincial Apprenticeship Membership and Application Summary for October 8, 2020.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Local Apprenticeship Committee Appointments**

Motion 2020-10-41

The board approves the appointments as submitted on the Local Apprenticeship Membership and Application Summary for October 8, 2020.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **Provisional Committee Appointments**

Motion 2020-10-42

The board approves the appointments as submitted on the Provisional Committee Membership and Application Summary for October 8, 2020.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

4.2 Industry Standards Committee Report

Blaine Boutin tabled a report on the September 24, 2020 meeting of the Industry Standards Committee (ISC) and the following motions were made:

- **Sheet Metal Worker TCV**

The Sheet Metal Worker PAC has developed a Trade Competency Verification (TCV) to be used as a required component of the trades qualifier program certification pathway for the sheet metal worker program. This change requires the removal of the requirement for a practical examination in this program and a substitution of this new type of competency assessment.

Motion 2020-10-43

The board approves the removal of the requirement for a practical examination for qualification applicants in the sheet metal worker program.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

Motion 2020-10-44

The board approves the addition of the requirement of a trade competency verification for qualification applicants in the sheet metal worker program.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

- **AIT Omnibus Regulation Amendments**

The Apprenticeship and Industry Training Act and its various regulations and board orders, provide the framework for Alberta’s apprenticeship and industry training system. There are a number of trades where amendments to trade regulations have come into effect but implementation of those amendments was delayed. The omnibus amendments seek to reconcile the delays in implementing amended trade regulation provisions.

Motion 2020-10-45

The board approves the proposed Apprenticeship and Industry Training Act (Various Trades) Amendment Regulation.

Motion Carried: 7 In Favour 0 Opposed 0 Abstained

4.3 Labour Market Issues, Awards & Scholarships, and Board Operations Committee Report

Brian Dort tabled a report on the September 24, 2020 meeting of the Labour Market Issues and Board Operations Committee (BOC).

5. PRESENTATIONS

5.1 Guest College Presentation

Dennis Beaudoin, Medicine Hat College, tabled his report as information.

5.2 Skills Canada Alberta Presentation

Chris Browton presented an update on Skills Canada Alberta. Skills Canada Alberta is pursuing an on-line platform for skills competitions. Details will be shared with the board when ready.

5.3 Period Competency Verification (PCV) Initiative

John Brosda presented an update on the Period Competency Verification initiative.

6. CLOSING

The next meeting is scheduled to take place on December 11, 2020 in the Alberta Room, Government House, in Edmonton, Alberta or via videoconference. The meeting adjourned at 1:00 PM.

DECEMBER 11, 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
John Brosda, Director
Industry Programs and
Standards

RESIGNATIONS/RESCISSIONS SUMMARY APPROVED BY THE BOARD ON OCTOBER 8, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Baker	PAC	Belle	Medicraft	EE	March 27, 2020	October 8, 2020	1	3
Cook	PAC	Mitchell	Williams	EE	September 28, 2018	October 8, 2020	1	3
Gasfitter	PAC	Drew	Plett	EE	June 22, 2018	October 8, 2020	1	3
Motorcycle Mechanic	PAC	Charles	Downie	ER	May 11, 2018	October 8, 2020	1	3
Refrigeration and Air Conditioning Mechanic	PAC	Trenton	Brown	EE	December 9, 2017	October 8, 2020	1	3
Sheet Metal Worker	PAC	Justin	Morrow	EE	March 27, 2018	October 8, 2020	1	3
Welder	PAC	Jordan	Munroe	EE	June 7, 2019	October 8, 2020	1	3
Overhead Door Technician	OCC	Daren	Hiebert	ER	January 1, 2018	October 8, 2020	1	3
Baker - Calgary	LAC	Belle	Medicraft	EE	March 27, 2020	October 8, 2020	1	3
Cabinetmaker - Calgary	LAC	Brendan	Tersmette	POEE	March 24, 2020	October 8, 2020	1	2
Hairstylist - Medicine Hat	LAC	Tina	Sauers	EE	June 22, 2018	October 8, 2020	1	3
Steamfitter-Pipefitter- Edmonton	LAC	Jamieson	Byrt	EE	September 23, 2019	October 8, 2020	2	3
Welder - Calgary	LAC	Susan	Dow	POEE	September 28, 2018	October 8, 2020	3	3

PAC MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON OCTOBER 8, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Baker	PAC	Aria	Harris	EE	November 03, 2020	November 02, 2023	2	3
Baker	PAC	Hans	Jorgensen	EE	October 08, 2020	October 07, 2023	1	3
Bricklayer	PAC	Nicholas	Peters	PO	October 08, 2020	October 07, 2023	2	3
Cabinetmaker	PAC	Glayde	Finlayson	ER	October 08, 2020	October 07, 2023	1	3
Cook	PAC	Jennifer	Cearns	EE	October 08, 2020	October 07, 2023	2	3
Cook	PAC	Debra	Poulin	ER	October 08, 2020	October 07, 2023	2	3
Cook	PAC	Darrell	Sopel	PO	October 08, 2020	October 07, 2023	2	3
Electric Motor Systems Technician	PAC	Caleb	Forrest	EE	October 08, 2020	October 07, 2023	1	3
Electrician	PAC	Justin	Bedford	ER	October 08, 2020	October 07, 2023	1	3
Elevator Constructor	PAC	Richard	Meunier	ER	October 08, 2020	October 07, 2023	2	3
Hairstylist	PAC	Julietta	Raoul	ER	October 08, 2020	October 07, 2023	1	3
Heavy Equipment Technician	PAC	Arthur	Lane	ER	November 03, 2020	November 02, 2023	2	3
Heavy Equipment Technician	PAC	Gough	Palmer	PO	November 03, 2020	November 02, 2023	2	3
Ironworker	PAC	Matthew	Chambers	EE	October 08, 2020	October 07, 2023	2	3
Lather (Interior Systems Mechanic)	PAC	Henry	Reichert	ER	October 08, 2020	October 07, 2023	2	3
Lather (Interior Systems Mechanic)	PAC	Kelly	Slepicka	PO	October 08, 2020	October 07, 2023	2	3
Machinist	PAC	Bhawan	Sambhudyal	EE	November 03, 2020	November 02, 2023	2	3
Machinist	PAC	Derek	Walter	ER	December 15, 2020	December 14, 2023	2	3
Painter and Decorator	PAC	Laura	Strayer	PO	October 08, 2020	October 07, 2023	1	3
Powerline Technician	PAC	Samuel	Deluca	EE	December 15, 2020	December 14, 2023	2	3
Powerline Technician	PAC	Lance	Rehn	EE	October 08, 2020	October 07, 2023	1	3
Powerline Technician	PAC	Mark	Sherman	ER	October 08, 2020	October 07, 2023	1	3

LAC MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON OCTOBER 8, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Baker - Edmonton	LAC	Thomas	Huneburg	EE	October 08, 2020	October 07, 2023	1	3
Cabinetmaker - Edmonton	LAC	Holly	Gibson	EE	October 08, 2020	October 07, 2023	1	3
Carpenter - Calgary	LAC	Adrian	Lay	EE	October 08, 2020	October 07, 2023	2	3
Carpenter - Calgary	LAC	Jouni	Saarenoja	POEE	October 08, 2020	October 07, 2023	3	3
Carpenter - Red Deer	LAC	Vanessa	Hartum	EE	October 08, 2020	October 07, 2023	2	3
Crane and Hoisting Equipment Operator - Edmonton	LAC	Joshua	Loh	ER	October 08, 2020	October 07, 2023	1	3
Electrician - Fort McMurray	LAC	Hamzah	Abbas	POEE	December 15, 2020	December 14, 2023	2	3
Gasfitter - Calgary	LAC	Ronald	Van Keulen	ER	October 08, 2020	October 07, 2023	3	3
Glazier - Edmonton	LAC	Lee	Corbett	ER	October 08, 2020	October 07, 2022	4	2
Hairstylist - Edmonton	LAC	Kathryn	Martin	POER	November 07, 2020	November 06, 2023	3	3
Hairstylist - Edmonton	LAC	Kajal	Olafson	ER	November 07, 2020	November 06, 2023	2	3
Hairstylist - Red Deer	LAC	Nicole	Dube	EE	October 08, 2020	October 07, 2023	3	3
Hairstylist - Vermilion	LAC	Peggy	Bosch	ER	October 08, 2020	October 07, 2023	2	3
Hairstylist - Vermilion	LAC	Katherine	Thackeray	ER	October 08, 2020	October 07, 2023	2	3
Heavy Equipment Technician - Calgary	LAC	Andrew	Prince	ER	October 08, 2020	October 07, 2021	1	1
Heavy Equipment Technician - Lethbridge	LAC	Brian	Slingerland	POER	December 12, 2020	December 11, 2023	3	3
Heavy Equipment Technician - Red Deer	LAC	Stevie	McIver	EE	November 03, 2020	November 02, 2023	1	3
Machinist - Calgary	LAC	Nathaniel	Grasby	EE	October 08, 2020	October 07, 2023	1	3
Machinist - Calgary	LAC	James	Jepsen	POER	December 15, 2020	December 14, 2023	2	3
Machinist - Calgary	LAC	Adrian	Sessions	ER	October 08, 2020	October 07, 2023	2	3
Parts Technician - Lethbridge	LAC	Michael	Munroe	EE	December 12, 2020	December 11, 2023	3	3
Parts Technician - Lethbridge	LAC	Sarah	Reach	EE	October 08, 2020	October 07, 2023	1	3
Parts Technician - Lethbridge	LAC	Kyle	Winters	ER	October 08, 2020	October 07, 2023	3	3
Powerline Technician - Edmonton	LAC	Adam	McRury	POER	November 03, 2020	November 02, 2023	3	3
Refrigeration and Air Conditioning Mechanic - Calgary	LAC	Camden	Mathes	EE	October 08, 2020	October 07, 2023	1	3
Sheet Metal Worker - Edmonton	LAC	Jesse	Flexhaug	ER	October 08, 2020	October 07, 2023	2	3
Sheet Metal Worker - Edmonton	LAC	Trevor	Mark	ER	October 08, 2020	October 07, 2023	2	3
Sheet Metal Worker - Lethbridge	LAC	Michael	Vanderwal	POER	October 08, 2020	October 07, 2023	2	3
Welder - Edmonton	LAC	Lee	Meyer	EE	October 08, 2020	October 07, 2023	1	3
Welder - Lethbridge	LAC	Cole	Vavra Peacock	EE	October 08, 2020	October 07, 2023	2	3

PROVISIONAL COMMITTEE MEMBERSHIP APPOINTMENTS APPROVED BY THE BOARD ON OCTOBER 8, 2020

Full Committee Name	Committee Type	First Name	Last Name	Position	Start Date	End Date	Term	Length of Years
Architectural Cladder	Provisional	Joseph	Schock	ER	December 15, 2020	December 14, 2023	2	3