

**Minutes of the 129th Meeting
Provincial Apprenticeship and Certification Board
9:00AM - 12:00PM
December 9, 2024**

Board Members Present:

- Lorna Harnum – Chair
- Cyril Hayden – Employer Representative
- Marion Isaacs – Employee Representative
- Bobby Meade – Employee Representative
- Barry Roberts – At-Large Representative
- Krista Cox – At-Large Representative
- Bonnie Steele – Departmental Representative

Board Member Absent:

- John McLellan – Employer Representative

Recording Secretary:

- Krystyn Kavanagh – Administrative Officer

Invitees:

- Angela Abbott – Manager of Standards and Curriculum
- Erika Harris – Provincial Manager
- Julie Moore – Assistant Deputy Minister
- Marilyn Hannam – Manager of Individual Supports - Employment and Training Development Programs
- Johann Whalen – Manager Employer Supports – Career Employment & Youth Services

1. Welcome and Call to Order:

Chair, Lorna Harnum called the meeting to order.

2. Quorum/Attendance:

The Recording Secretary confirmed that there was a quorum.

3. Approval of 129th PACB Meeting Agenda:

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Cox to approve the 129th meeting agenda.

4. Approval of Minutes:

a) Minutes from the 128th PACB Meeting

- The Chair requests the minutes from the 128th meeting be deferred to the 130th PACB meeting.

Julie Moore introduced her role as Assistant Deputy Minister – Employment and Labour Market Development Branch and discussed the significance of the PACB in the oversight

of training and certification in the skilled trades. The release of the Apprenticeship Review report was discussed noting that the report would be released within the next month.

5. Presentation: Marilyn Hannam – Manager of Individual Supports Employment and Training Development Programs, Johann Whalen – Manager of Employer Supports – Career Employment & Youth Services

- Marilyn Hannam and Johann Whalen attended the meeting to discuss the Pre-Employment Support and Work support programming aimed at assisting eligible individuals in seeking employment.
- Barry Roberts requested specific data regarding apprenticeship clients; the Director will provide to members once available.

6. Business Arising from the 128th PACB Minutes – Chair

- No items were presented.

7. Routine Business

a) Plans of Training (POT)

I. Carpenter - AACS and Pre-Employment

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Cox to approve the Carpenter Plans of Training (AACS).

MOTION:

- A motion was passed by Cyril Hayden and seconded by Krista Cox to approve the Carpenter Plans of Training (Pre-Employment).

II. Instrumentation and Control Technician, AACS and Pre-Employment

o Instrumentation and Control Technician - 2025 Tool and Equipment List

MOTION:

- A motion was passed by Cyril Hayden and seconded by Marion Isaacs to approve the Instrumentation and Control Technician Plans of Training (AACS and Pre-Employment).

MOTION:

- A motion was passed by Cyril Hayden and seconded by Marion Isaacs to approve the Instrumentation and Control Technician Tool and Equipment List.

III. Construction Electrician - AACS

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to approve the Construction Electrician Plans of Training (AACS).

IV. Industrial Electrician - AACS

MOTION:

- A motion was passed by Cyril Hayden and seconded by Krista Cox to approve the Industrial Electrician Plans of Training (AACCS).

V. Construction/Industrial Electrician – Pre-Employment

MOTION:

- A motion was passed by Cyril Hayden and seconded by Krista Cox to approve the Construction/Industrial Electrician Plan of Training (Pre-Employment).

b) Accreditation

I. CNA, Bay St. George, Heavy Equipment Operator - Re-accreditation

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Cox to defer the accreditation for Heavy Equipment Operator (Apprenticeship) program at CNA, Bay St. George until the instructor demonstrates completion of MI1290 by December 1, 2024, and submits proof of registration for a minimum of three ATLI courses for Winter 2025.

II. CNA, Carbonear, Carpenter (Pre-Employment) - Re-accreditation

MOTION:

- A motion was passed by Cyril Hayden and seconded by Marion Isaacs to grant the Carpenter (Pre-Employment) program at the College of the North Atlantic, Carbonear Campus a five-year re-accreditation.

III. CNA, Carbonear, Construction/Industrial Electrician (Pre-Employment) – Re-accreditation

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to grant the Construction/Industrial Electrician (Pre-Employment) program at the College of the North Atlantic, Carbonear Campus a five-year re-accreditation.

IV. Dietrac Technical Institute, Lewisporte, Powerline Technician (Pre-Employment) - Re-accreditation

MOTION:

- A motion was passed by Cyril Hayden and seconded by Marion Isaacs to grant the Powerline Technician (Pre-Employment) program at Die Trac Technical Institute a five-year re-accreditation.

V. NL Heat and Frost Insulator Training Centre, Insulator (Heat and Frost) (Pre-Employment) – Initial Accreditation

MOTION:

- A motion was passed by Krista Cox and seconded by Barry Roberts to grant the Insulator (Heat & Frost) (Pre-Employment) program at the Newfoundland and Labrador Heat and Frost Insulator Training Centre, St. John's an initial three-year accreditation. Any concerns will be addressed through AMRs.

c) Memo: Credit Transfer Policy - Steamfitter/Pipefitter and Sprinkler Fitter

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to approve Level 1 Theory Credit for Sprinkler Fitter (SF) journeypersons registered as Steamfitter/Pipefitter (SFPF) apprentices; and for SFPF journeypersons registered as SF apprentices, as per Policy No. 0048.

d) Memo: Credit Transfer Policy: Steamfitter/Pipefitter and Plumber

MOTION:

- A motion was passed by Cyril Hayden and seconded by Barry Roberts to approve Level 1 Theory Credit for Plumber journeypersons registered as Steamfitter/Pipefitter (SFPF) apprentices; and for SFPF journeypersons registered as Plumber apprentices, as per Policy No. 0048.

e) Memo: Credit for College of the North Atlantic Heating Systems Technician Program to Oil Heat Systems Technician

MOTION:

- A motion was passed by Cyril Hayden and seconded by Bobby Meade that the Board grant credit to graduates of the two-year Heating Systems Technician program who register as apprentices in the Oil Heat System Technician trade following the approved parameters.

f) Memo: Credit for College of the North Atlantic Culinary Management Program to Cook

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to approve the credit transfer for the two-year Culinary Management program towards all three levels of the Cook trade under the approved parameters for as long as the 2024 Cook AACS remains valid. If an updated curriculum standard is released, another matrix will be required from CNA to determine if credit will continue to be awarded.

g) Memo: Changing the Designation of Landscape Horticulturist

MOTION:

- A motion was passed by Krista Cox and seconded by Cyril Hayden to approve the Landscape Horticulturist trade re-designated from 'Certification and Training' to 'Certification Only.'

h) List of PTAC Meetings

8. New Business

a) Memo

i. Welder Level 3 Exam Concern from Apprentice

- Mary Ford, Training and Workforce Development Coordinator with Trades NL received two emails from an apprentice regarding their recent unsuccessful exam attempt. Cyril Hayden relayed his experience with this individual. Bonnie Steele emphasized the staff's process for addressing these issues. A letter will be drafted that will pose relevant questions to the AAC and CCDA, committing to keep everyone updated on the progress.

b) Divisional Update

i. Staffing Update

- Members received an update regarding ATCD's staffing. Members requested that a letter of appreciation be drafted for Chairs signature to the former PDS-Accreditation.

c) Promotional Campaign

- Members were provided with an overview of the m5 promotional campaign.

d) Apprenticeship Review

- Bonnie Steele provided an overview and timeline of the report recommendations.

e) Other

- Members discussed the Nova Scotia's recent change in level exam pass rate. Members expressed concern regarding the deviation from harmonization and the potential reduction of program quality. Members requested a letter be drafted for the Chairs signature related to this issue.
- The Chair received an email from an Employer regarding the definition of 'Journeyman' concerning blue seal and red seal certification. The Chair will forward to ATCD for action.

6. Date and Location of Next Meeting

- Anticipated that the next meeting will be held in March 2025.
- The Board Secretary will send out a poll to members to identify a preferred day.

7. Adjournment

MOTION:

- A motion was passed by Cyril Hayden and seconded by Krista Cox to adjourn the 129th meeting.