

**Minutes of the 131st Meeting
Provincial Apprenticeship and Certification Board
9:00am - 12:30pm
June 10, 2025**

Board Members Present:

- Lorna Harnum – Chair
- Cyril Hayden – Employer Representative
- Marion Isaacs – Employee Representative
- Krista Cox – At-Large Representative
- Barry Roberts – At-Large Representative
- Mark Lush – Employer Representative (Alternate)
- Bonnie Steele – Departmental Representative

Board Member Absent:

- John McLellan – Employer Representative
- Bobby Meade – Employee Representative
- Steven Downer – At-Large Representative (Alternate)

Recording Secretary:

- Heather Legge – Program and Policy Development Specialist

Invitees:

- Angela Abbott – Manager of Standards and Curriculum
- Erika Harris – Provincial Manager
- Dean Byrne – Manager of Industrial Training

1. Welcome and Call to Order:

- Chair, Lorna Harnum called the meeting to order and led a land acknowledgement.

2. Business Arising from the 130th PACB Minutes – Director

- a) Demographics on apprenticeship clients
 - The Departmental Representative advised that demographic data for apprenticeship clients was not yet available from the Employment and Training Programs Division (ETPD). Members agreed to defer this item to the next meeting.
- b) Certification of Apprenticeship Training Instructors – Director
 - Members discussed the results of a recent data request on Post-Secondary Instructors Certificate (PSIC) completion among skilled trades instructors completed by the Department of Education and Early Childhood Development. ATCD advised that it will follow-up with applicable training institutions to determine next steps.
- c) Analysis on Alternative Certification – Director
 - Members discussed the potential of expanding the Blue Seal certification credential. Members felt that further discussion will be required before any potential recommendation can be supported.

3. Quorum/Attendance:

- Departmental Representative, Bonnie Steele confirmed that there was a quorum.

4. Approval of 131st PACB Meeting Agenda:

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to approve the 131st meeting agenda.

5. Approval of Minutes:

- a) Minutes from the 130th PACB Meeting

MOTION:

- A motion was passed by Mark Lush and seconded by Cyril Hayden to approve the 130th meeting minutes.

6. Routine Business

- a) Plans of Training (POT)

- I. Heavy Equipment Operator – 2025 NLCS and Pre-Employment Plans of Training, 2025 Tool and Equipment List

MOTION:

- A motion was passed by Krista Cox and seconded by Mark Lush to approve the Heavy Equipment Operator 2025 NLCS and Pre-Employment Plans of Training and the 2025 Tool and Equipment List.

- II. Bricklayer – 2025 Tool and Equipment List

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to approve the Bricklayer 2025 Tool and Equipment List.

- b) Accreditations

- I. Plumber (Pre-Employment), UA Local 740 Training Centre, Mount Pearl – Reaccreditation

MOTION:

- A motion was passed by Krista Cox and seconded by Barry Roberts to grant the Plumber (Pre-Employment) program at UA Local 740 Training Centre, Mount Pearl a five-year re-accreditation.

- II. Carpenter (Pre-Employment and Apprenticeship), College of the North Atlantic, Clarenville – Reaccreditation

MOTION:

- A motion was passed by Mark Lush and seconded by Cyril Hayden to grant the Carpenter (Pre-Employment and Apprenticeship) program at College of the North Atlantic, Clarenville a five-year reaccreditation.

III. Steamfitter/Pipefitter (Pre-Employment and Apprenticeship), College of the North Atlantic, Clarenville – Reaccreditation

MOTION:

- A motion was passed by Cyril Hayden and seconded by Marion Isaacs to grant the Steamfitter/Pipefitter (Pre-Employment and Apprenticeship) program at College of the North Atlantic, Clarenville a five-year reaccreditation.

IV. Automotive Service Technician (Pre-Employment and Apprenticeship), College of the North Atlantic, Prince Philip Drive – Reaccreditation

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to grant the Automotive Service Technician (Pre-Employment and Apprenticeship) program at College of the North Atlantic, Prince Philip Drive a five-year reaccreditation.

V. Construction Electrician (Pre-Employment and Apprenticeship) and Industrial Electrician (Pre-Employment), Dietrac Technical Institute, Lewisporte – Reaccreditation

MOTION:

- A motion was passed by Krista Cox and seconded by Mark Lush to grant the Construction Electrician (Pre-Employment and Apprenticeship) and Industrial Electrician (Pre-Employment) programs at Dietrac Technical Institute, Lewisporte a five-year reaccreditation.

VI. Welder (Pre-Employment), College of the North Atlantic, Corner Brook – Reaccreditation

- Members requested a replacement schedule from CNA for outdated equipment.

MOTION:

- A motion was passed by Cyril Hayden and seconded by Barry Roberts to grant the Welder (Pre-Employment) program at College of the North Atlantic, Corner Brook a five-year reaccreditation.

VII. Industrial Mechanic (Millwright) (Pre-Employment), College of the North Atlantic, Corner Brook – Reaccreditation

MOTION:

- A motion was passed by Cyril Hayden and seconded by Marion Isaacs to grant the Industrial Mechanic (Millwright) (Pre-Employment) program at College of the North Atlantic, Corner Brook a five-year reaccreditation.

VIII. Carpenter (Pre-Employment), Die Trac Technical Institute – Reaccreditation

MOTION:

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to grant the Carpenter (Pre-Employment) program at Die Trac Technical Institute a five-year reaccreditation.

IX. Heavy Duty Equipment Technician/Truck and Transport Mechanic (Pre-Employment), College of the North Atlantic, Placentia – Initial Accreditation

MOTION:

- A motion was passed by Mark Lush and seconded by Cyril Hayden to grant the Heavy Duty Equipment Technician/Truck and Transport Mechanic (Pre-Employment) program at College of the North Atlantic, Placentia a three-year initial accreditation.

c) Memo: Credit for Simulator Use as Seat Time – Heavy Equipment Operator (HEO)

- Members received a summary of a recent request regarding the use of simulators for in-school practical training hours on pieces of heavy equipment for the HEO trade and a recommendation from the PTAC regarding this request.

MOTION:

- A motion was passed by Cyril Hayden and seconded by Krista Cox to approve a maximum of 10 hours of simulator time on the CM Labs Vortex Edge Max simulator and CM Labs Vortex Advantage simulator to be credited towards practical training hours for the HEO trade, with a maximum of five hours to be credited for any one piece of equipment.

d) Memo: Credit for Simulator Use as Seat Time – Mobile Crane Operator (MCO)

- Members received a summary of a recent request regarding the use of simulators for in-school practical training on mobile cranes and a recommendation from the PTAC regarding this request.

MOTION:

- A motion was passed by Marion Isaacs and seconded by Cyril Hayden to approve a maximum of 20 hours of simulator time on the CM Labs Vortex Edge Max simulator to be credited towards practical training purposes for the MCO trade.

e) List of PTAC meetings – FYI only

8. New Business

a. Divisional Update

i. Budget update

- Members received an update regarding ATCD's key operational statistics, staffing updates and budget announcements.

- ii. CCDA update
 - Members received an overview of items discussed at the most recent Canadian Council of Directors of Apprenticeship (CCDA) meeting.
- iii. Apprentice/Employer survey
 - Members received a progress update and anticipated timelines regarding the development of a survey for apprentices and employers to assess satisfaction with the apprenticeship system.

b. Apprenticeship Review

- Members received a progress update on implementation of the review recommendations.

c. Other

- No additional items were discussed.

9. Date and Location of Next Meeting:

- It is anticipated that the next meeting will be held in September 2025 (in-person).
- ATCD will send out a poll to members to identify a preferred day.

10. Adjournment:

MOTION:

- A motion was passed by Barry Roberts and seconded by Marion Isaacs to adjourn the 131st meeting.