

**Minutes of the 132<sup>nd</sup> Meeting  
Provincial Apprenticeship and Certification Board  
9:00am – 4:00pm  
September 26, 2025**

**Board Members Present:**

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

**Board Member Absent:**

- John McLellan – Employer Representative
- Mark Lush – Employer Representative (Alternate)
- Steven Downer – At-Large Representative (Alternate)

**Recording Secretary:**

- Heather Legge – Program and Policy Development Specialist

**Invitees:**

- Angela Abbott – Manager of Standards and Curriculum
- 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. Quorum/Attendance:**

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

**3. Approval of 132<sup>nd</sup> PACB Meeting Agenda:**

- A request was made by Cyril Hayden to discuss Nova Scotia's change to the level exam pass rate.

**MOTION:**

- A motion was passed by Cyril Hayden and seconded by Marion Isaacs to approve the 132<sup>nd</sup> meeting agenda.

**4. Approval of Minutes:**

- a) Minutes from the 131<sup>st</sup> PACB Meeting

**MOTION:**

- A motion was passed by Cyril Hayden and seconded by Barry Roberts to approve the 131<sup>st</sup> meeting minutes.

## 5. Business Arising from the 131<sup>st</sup> PACB Minutes – Director

### a) Demographics on apprenticeship clients

- The Departmental Representative presented demographic data from the Employment and Training Programs Division (ETPD) on the financial supports provided to apprenticeship clients. Members discussed this data and general awareness among potential apprentices on the number and types of financial supports available to them.

### b) Certification of Apprenticeship Training Instructors – Director

- Members discussed the completion of the Post-Secondary Instructors Certificate (PSIC) among skilled trades instructors. ATCD advised that it will engage the Department of Education and Early Childhood Development (EECD) and the College of the North Atlantic (CNA) to determine a recommendation to bring forward to the December meeting.

### c) Analysis on Alternative Certification – Director

- The Departmental Representative advised that this item will be discussed under 'Other Business'.

## 6. Routine Business

### a) Plans of Training (POT)

#### I. Construction/Industrial Electrician – 2025 Tool and Equipment List

##### **MOTION:**

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

#### II. Powerline Technician – Updates to AACs Level II

##### **MOTION:**

- A motion was passed by Cyril Hayden and seconded by Barry Roberts to approve updates to Unit 215 which result in a change to the length of the training period (one extra week) for the AACs Level II.

### b) Accreditations

#### I. Mobile Crane Operator, College of the North Atlantic, Bay St. George – Reaccreditation

##### **MOTION:**

- A motion was passed by Marion Isaacs and seconded by Cyril Hayden to grant the Mobile Crane Operator program at College of the North Atlantic, Bay St. George a five-year reaccreditation.

#### II. Heavy Equipment Operator, Operating Engineers College, Holyrood – Reaccreditation

##### **MOTION:**

- A motion was passed by Cyril Hayden and seconded by Bobby Meade

to grant the Heavy Equipment Operator program at Operating Engineers College, Holyrood a five-year reaccreditation.

III. Steamfitter/Pipefitter (Pre-Employment and Apprenticeship), UA Local 740 Training Centre, Mount Pearl – Reaccreditation

**MOTION:**

- A motion was passed by Marion Isaacs and seconded by Cyril Hayden to grant the Steamfitter/Pipefitter (Pre-Employment and Apprenticeship) program at UA Local 740 Training Centre, Mount Pearl a five-year reaccreditation.

c) Memo: Accreditation Extension Request – Construction/Industrial Electrician (Pre-Employment), Academy Canada, Corner Brook

**MOTION:**

- A motion was passed by Marion Isaacs and seconded by Cyril Hayden to approve an extension to the accreditation expiry date for the Construction/Industrial Electrician (Pre-Employment) program at Academy Canada, Corner Brook to March 31, 2026.

d) Memos: Designation Change Request – (1) Ironworker (Reinforcing) and (2) Ironworker (Structural/Ornamental)

- Members received an overview of recent applications to change the designation of the Ironworker (Reinforcing) and Ironworker (Structural/Ornamental) trades from 'Certification Only' to 'Training and Certification' as well as a recommendation from ATCD regarding these applications.

**MOTION:**

- A motion was passed by Barry Roberts and seconded by Cyril Hayden to approve a change in the designations for the Ironworker (Reinforcing) and Ironworker (Structural/Ornamental) trades from 'Certification Only' to 'Training and Certification' and approve the following apprenticeship training periods to align with CCDA National Harmonization standards:
  - Ironworker (Reinforcing) – 2 Level Term, 3,600 hours
  - Ironworker (Structural/Ornamental) – 3 Level Term, 5,400 hours

e) List of Provincial Trade Advisory Committee meetings – FYI only

**8. New Business**

a. Divisional Update

I. Staffing and Professional Development

- Members received an update regarding ATCD staffing and upcoming professional development.

II. Key Facts/Annual Reporting

- Members received an overview of ATCD's key operational statistics.

- III. Youth Apprenticeship Summer Program (YASP)
  - Members received an update on the 2025 summer program pilot and discussed potential continuation/expansion of the program.
- IV. Virtual Learning Strategist (VLS)
  - Members received an update on participant statistics and plans to expand essential skills assessment through a phased in approach.
- V. Level Exam Issue
  - Members received an overview of a recent Level exam issue and actions taken to address issues/concerns.
- b. Promotional Campaign
  - Members received an update on the “Make it Excellent in the Skilled Trades” marketing campaign and plans for upcoming engagement activities with key interested parties.
- c. Apprenticeship Review
  - Members received a progress update on implementation of the review recommendations.
- d. Apprenticeship and Certification Management System (ACMS) Update
  - Members received an overview of the progress to date on system development and upcoming release dates.
- e. Other
  - I. Alternate Certification Credential
    - Members discussed Nova Scotia’s change in the level exam pass rate as well as the potential of providing an alternate certification credential for NL apprentices. It was agreed that further discussion would occur.
  - II. Digital Credentials
    - Members received an overview of the Canadian Council of Directors of Apprenticeship (CCDA)/Forum of Labour Market Ministers (FLMM) exploration of digital credentials, as well as NL’s position.
  - III. Exam System Updates
    - Members received an overview of national discussions related to current online exam administration software.
  - IV. Fraud/Exam Compromise
    - Members were provided an overview of a recent fraud case related to certification and actions taken, as well as a summary of national work being completed related to exam compromise.
  - V. CCDA Update

- Members were informed of the upcoming Canadian Council of Directors of Apprenticeship (CCDA) meeting in November 2025 and anticipated discussion topics.

**9. Date and Location of Next Meeting:**

- It is anticipated that the next meeting will be held on December 15, 2025 (in-person with virtual options).
- ATCD will send out an invite to members.

**10. Adjournment:**

**MOTION:**

- A motion was passed by Cyril Hayden and seconded by Barry Roberts to adjourn the 132<sup>nd</sup> meeting.