

**Provincial Apprenticeship Committee**

**Glazier**

November 5, 2019

A general meeting of the Glazier Provincial Apprenticeship Committee was held in Calgary beginning at 9:00 AM.

**Members Present**

Ronald Walder	Presiding Officer	Cochrane
Chris Coates	Employer	Camrose
Kirk Ahsam	Employer	Edmonton
Trevor Whyte	Employer	Calgary
Donovan Jackson	Employee	Calgary
Graham Clarahan	Employee	Edmonton

**Regrets**

Steven Grose	Employer	Leduc
Kimm Monroe	Employee	Calgary

**Absent**

Ayoub Mhaddar	Employee	Edmonton
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**Technical Training Providers**

Colin Ruthven	Department Head	NAIT
Jess Villeneuve	Chair	SAIT
Gene Aquilini	Instructor	SAIT

**Administration**

Stephen Neis	Manager, Industry Programs and Standards
Mitch Bordeleau	Apprenticeship Consultant, Client Services

**1) Opening Remarks**

**a) Welcome and Introductions**

Ron called the meeting to order and welcomed everyone and thanked them for attending. Steve reviewed housekeeping items and the fire alarm procedure.

**b) Establish Quorum**

Ron recognized that quorum existed.

**2) Review Agenda**

Ron reviewed the agenda and it was accepted as distributed.

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### 3) PAC Membership and Elections

#### a) Succession Planning, Vacancies and Elections

Steve reviewed the current membership status of the committee members.

#### b) Establish PAC Representative at Board Meeting

Ron will present the industry update at the June 2020 AIT Board meeting. Kirk (Edmonton) and Trevor (Calgary) volunteered to present the report should Ron be unable to attend.

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### 4) Previous Minutes

#### a) Review

The last general meeting of the Glazier PAC was held on October 2, 2018. The minutes were reviewed by all members and no amendments were requested.

#### b) Business Arising

There were no action items identified in the previous minutes.

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### 5) Reports

#### a) Board Report

A Board member was not available to attend the meeting. Ron asked if any members had items that they wished to be passed on to the Board and no items were identified.

#### b) Statistical Review and Activities

Steve provided a statistical review of the previous year including number of apprentices, number of RAP students and certifications issued.

#### c) Technical Training Scheduling/Tuition Fees

Steve referenced material in the package regarding class schedules and tuition fees and noted that tuition fees have been frozen for the 2019-20 academic year.

#### d) Technical Training Provider Reports

- **NAIT (see Appendix A)**
  - Colin Ruthven presented the institute report on behalf of NAIT.
- **SAIT (see Appendix B)**
  - Jess Villeneuve presented the institute report on behalf of SAIT.

#### e) Client Services (see Appendix C)

Mitch Bordeleau presented the report on behalf of Client Services.

#### f) LAC Presiding Officer(s)

- **Edmonton**
  - Mitch provided a verbal report of the most recent Edmonton LAC meeting. Items discussed included amount of material regarding flashings taught in technical training and reviewing the wage range on the occupational profile on the Tradesecrets website.
- **Calgary**
  - Trevor provided a verbal report of the most recent Calgary LAC meeting. Items discussed included a general discussion regarding the state of the industry in Calgary and future meeting dates.

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### 6) Specific Provincial Apprenticeship Committee Business

**a) Business Arising from LAC Reports and Minutes**

There was no business arising from the LAC reports.

**b) Trade Regulations**

Ron reviewed the purpose of the trade regulation and explained how it, along with the course outline, form the basis for training in the apprenticeship program. Items noted for discussion at future subcommittee meetings included the removal of auto glass from the regulation, rewording of section 3(r) regarding automatic doors to ensure alignment with current industry practices and the inclusion of language to clarify the role of the glazier with regards to security hardware.

**Results/Action**

Steve will develop a list of all items to be reviewed at a future subcommittee meeting as part of the regularly scheduled updates to the glazier program.

**c) Course Outline**

Ron reviewed the purpose of the course outline and Steve noted items that members would like discussed at future course outline development meetings.

**Results/Action**

Steve will develop a list of all items to be reviewed at a future subcommittee meeting as part of the regularly scheduled updates to the glazier program.

**d) Core Competency Statements**

Ron reviewed the purpose of the core competency statements. The committee members reviewed the current core competency statements and requested that total vision systems and hardware be included in future discussions as items to add to the existing core competencies.

**Results/Action**

Steve will develop a list of all items to be reviewed at a future subcommittee meeting as part of the regularly scheduled updates to the glazier program.

**e) Record Book**

The record book was reviewed and no updates were recommended at this time; however, the removal of auto glass and the addition of panelized systems were noted as items for future discussion.

**Results/Action**

Steve will develop a list of all items to be reviewed at a future subcommittee meeting as part of the regularly scheduled updates to the glazier program.

**f) Examinations**

Steve reviewed exam performance for the previous year. The committee noted that they would like to review the practical assessments after the ongoing course outline review to ensure they remain aligned with the outcomes listed. The committee members would like to review the current exam items and diagrams.

**Results/Action**

Steve will schedule a future subcommittee meeting for exam review.

**g) Occupational Profile Review**

Ron reviewed the purpose of the occupational profile on the Tradesecrets website and the committee reviewed it to ensure that it is an accurate reflection of the state of the industry.

At the request of the Edmonton LAC, the committee examined the wage range listed and passed the motion below changing the range from the current wording of “\$28-\$38/ hour plus benefits” to “\$28-\$40/hour plus benefits.”

**Motion 19-25-02**

**Moved:** Graham Clarahan  
**Seconded:** Chris Coates

“That the occupational profile be updated as outlined.”

**Motion Carried/Defeated:**          5   In Favor          0   Opposed          0   Abstained

**Results/Action**

Steve will ensure that the changes are made as requested.

**h) Program Recognition**

Ron informed the committee that there are no current applications for program recognition.

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**7) General Apprenticeship and Industry Training Business**

**a) Apprenticeship Support Programs**

Mitch reviewed support programs for apprentices and employers including EI, student loans, tax deductions, tax credits and various grants.

**b) Apprenticeship Awards and Scholarships**

Mitch reviewed various awards that apprentices are eligible for including the Top Apprentice Award, the Apprentice Training Award, the High School Apprenticeship scholarship program and various other scholarships.

**c) Skills Canada-Alberta**

Steve played the most recent videos from Skills Canada-Alberta and reviewed the dates for this year’s events.

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**e) Interprovincial Standards Red Seal**

Steve outlined the harmonization process and the role that the PAC will have as a result of not accepting the recommendation from the CCDA with regards to changing the program from four periods to three. A discussion took place and the PAC reconfirmed its opposition to shortening the program based on feedback from industry that removing a period of training from the program would result in a lower level of competency for newly certified journeypersons due to the loss of one period of on-the-job training hours.

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**8) Closing Remarks**

**a) Next Meeting Date**

Next year’s meeting is tentatively scheduled for November 4, 2020 and will take place in Edmonton.

**b) Meeting Survey**

Those present were asked to complete the meeting survey provided.

**c) Adjournment**

Ron adjourned the meeting at 2:45 PM.

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Minutes Drafted By:

Stephen Neis

Committee Secretary

November 7, 2019

Date

## APPENDICES

### Appendix A – NAIT Institutional Report



SCHOOL OF TRADES

F. (Frank) Meliefste  
School of Skilled Trades

28 October 2019

### *INSTITUTE PAC REPORT* *GLAZIER APPRENTICESHIP PROGRAM*

#### ACTIVITY:

2019-20 – Edmonton (Patricia Campus)

	Requested	Actual	Fill Rate	Success Rate
1st. Period	20	7	In Progress	In Progress
2nd. Period	20	8	40%	100%
3rd. Period	20	10	In Progress	In Progress
4 <sup>th</sup> Period	20	9	In Progress	In Progress
TOTAL	80	34	In Progress	In Progress

#### HIGHLIGHTS:

1. The Glazier Program is new to NAIT effective 2019/20 Academic Year. Our instructional staff consists of Clint McCulloch, the previous SAIT instructor, and Bryson Woods who has been hired as an Educational Lab Technician to assist during the practical components of the training.
2. The program is being offered at Patricia Campus in a newly renovated shop dedicated to the Glazier Trade. NAIT and SAIT as well as the previous instructional staff collaborated to ensure the new space was similar or better than the space used previously in Edmonton.
3. The glazier program is grateful to the Glazier industry and associations for their on-going support to the program.
4. We would like to extend an invitation to the PAC members to visit our facilities and watch our students in action.

F. (Frank) Meliefste  
Academic Chair; Roofer, Lather/ISM & Glazier Programs  
School of Skilled Trades  
The Northern Alberta Institute of Technology



Date: 10/01/2019

**Post-Secondary Institution Annual Report for the Provincial Apprenticeship Committee (PAC)**

**2018/2019**

*Note: Complete Part A to report on Apprenticeship programs and Part B to report on Recognized programs.*

**A. Glazier Apprenticeship Program**  
**SAIT**

*Fill in the chart and report on each of the items below. Use N/A if not applicable.*

Period delivered	Number of students	Theory average (aggregate %)	Shop/Lab average (aggregate %)	AIT Exam average (aggregate %)	AIT Exam pass rate (aggregate %)
First	46	84	88	82	100
Second	43	84	85	79	96
Third	48	87	83	83	96
Fourth	N32	90	87	87	100

1. Changes to program faculty, equipment, and/or facilities.
  - a. Satellite program in Edmonton closed. We are only two full-time instructors here at SAIT now.
  - b. Acquired a new drill pressure with a milling attachment
  - c. Purchased 16 new full-size aluminum doors
  - d. Auto coolant dispenser for diamond drill bits
2. List all learning resource materials used in the delivery of technical training.
3. Additional indicators of success.



### Client Services Field Report for Provincial Apprenticeship Committee Meeting

PAC:	Glazier		
Submitted by:	Rod Woloschuk	Meeting Date:	November 5, 2019

In the Glazier trade, work activity in the larger centers has remained steady in the commercial and high-rise sectors. Residential construction has seen a slight decline in recent years.

Construction site Inspections and shop registrations provide the best opportunity to promote and educate industry in regards to the benefits of apprenticeship.

The Calgary LAC is looking for one employer member and the Edmonton LAC is full.

Going forward the prospects for continued steady growth in the Glazier trade is quite positive as the industry accepts and supports the program. Qualified individuals should be in high demand in the future as there is a steady demand for Glaziers.

#### Noteworthy Updates in Client Services

The tradesecrets website continues to be an excellent source of information for apprentices and employers in the Sheet Metal Worker trade. Apprentices now are able to upload transfer cards, record book entries and all other documents pertaining to their apprenticeship. They can also print new ID cards at any time to provide a status of their file. It is important that all apprentices keep their file up to date as we no longer mail correspondence to apprentices. [AIT.Cards@gov.ab.ca](mailto:AIT.Cards@gov.ab.ca)

Effective January 22, 2019, specific services online require a Government of Alberta's My Alberta Digital ID (MADI) account. This includes access to Mytradesecrets (MTS) accounts.

<https://account.alberta.ca>

Financial support for apprentices and employers has been at its strongest in recent times, with newer funding programs including. <https://tradesecrets.alberta.ca/financial-assistance/grants-and-tax-benefits>

Canada Apprentice Loan – Up to \$4000 per training period, interest free, and repayments required starting a year after Journeyman certification.

Canada Apprenticeship Incentive and Completion Grants – Up to \$4000\*

Apprenticeship Incentive Grant for Women - \$3000 for 1<sup>st</sup> and 2<sup>nd</sup> period apprentices who self-identify as a woman.

Canada Tradesperson's Tool Deduction

Canada Alberta Job Grant: <http://www.albertacanada.com/employers/train/jobgrant.aspx>

The AIT central phone call line (Toll free 1.800.248.4823) continues to be a great resource for both apprentices, employers and the general public to gain information related to AIT programs and services. For the 2018-2019 fiscal year, there were 115,000 incoming calls, with a call back feature for those who do not want to wait on hold.

Tradesecrets website maintains a refined Frequently Asked Questions section, and new information to help employers understand their responsibilities:

[https://tradesecrets.alberta.ca/sources/pdfs/notices/employer\\_fyi.pdf](https://tradesecrets.alberta.ca/sources/pdfs/notices/employer_fyi.pdf)

Respectfully submitted,

**Rodney Woloschuk RSE**  | AIT Officer

Apprenticeship and Industry Training  
Alberta Advanced Education



RAND BROCK METRO GLASS

WARREN CLUNIE OBE

ARTURO GUECO — OBE

TERRY DRESSLER - SPALDING,  
HARDWARE

Darin King Stanley Access.

MIKE HOWARD

NABCO ENTRANCES.

Kim Monroe

Caltech glass

Todd Hunchak

Grant Metal

Kim Morgan.

Cascade AquaTech.

Ray GREENLAND

BE GLASS LTD

Taylor Wight

Sean Philipiew

Paul Gucklinski

Philip Randall

Layton Consulting

Grant Metal Products

Kawneer.

Ryerson

NAME	COMPANY
Dixie Turner	LEUWMAK
Wolf Kron	CRYSTAL GLASS
Jonathan Greenland	ALUMICON
Gary Porter	ALBERTA GLASS

Natasha Hillestad	Griffin glass
Gene Aquilin	SAIT.
Whitney Wilson	Custom Metals
John Murphy	Custom Metals
Stewart McCarrie	As Glass

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