

# Apprenticeship and Certification Board 2022-2023 Annual Report



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## Message from the Chair



Honourable Sarah Guillemard  
Minister of Advanced Education and Training  
141 Legislative Building  
450 Broadway  
Winnipeg, MB R3C 0V8

Dear Minister,

On behalf of the Apprenticeship and Certification Board, I am pleased to submit the Annual Report for the fiscal year of April 1, 2022 to March 31, 2023.

As mandated by The Apprenticeship and Certification Act, the Board is required to develop a strategic plan based on consultations with stakeholders, and report on the accomplishments of the strategic plan through an annual report. The Annual Report provides an opportunity for the Board to be accountable for its work and report on the accomplishments of the preceding year. This report will demonstrate that the Board continues to meet the objectives set out in its five-year strategic plan and is acting as a responsible steward of the training and certification system. This annual report concludes the Board's work to accomplish the priorities that were set out in the 2018-2023 Strategic Plan, and the Board will now begin work to fulfill the priorities that are identified in the 2023-2028 Strategic Plan.

Though the Board is responsible for setting the legislative and policy framework for the delivery of services, we acknowledge that it is the dedicated efforts of the management and staff at Apprenticeship Manitoba that transforms our goals into effective services that prioritize the needs of clients.

The department and the Board remain committed to providing support to apprentices to facilitate the steady progression to trades certification as part of Manitoba's post-pandemic recovery and beyond, as we recognize the importance of skilled tradespeople in Manitoba's economy.

We would also like to acknowledge the continued support of the many industry stakeholders and interprovincial counterparts that participate in the apprenticeship and certification system. Their input, enthusiasm and commitment to strengthening our apprenticeship training system has assisted the Board in making improvements to our programs.

We look forward to continuing the important work of your department to meet the growing expectations for apprenticeship training and trades certification of Manitobans.

Sincerely,

*Original signed by*

Harvey Miller  
Apprenticeship and Certification Board Chair

## Overview

Apprenticeship Manitoba and the Apprenticeship and Certification Board govern and coordinate a relevant, accessible and responsive apprenticeship and certification system in Manitoba. The Board is responsible for:

- promoting apprenticeship and certification;
- supporting employer and employee participation in apprenticeship and certification;
- advising the minister about training needs and Manitoba's labour market needs for skilled tradespersons; and
- participating in interprovincial apprenticeship initiatives.

Apprenticeship Manitoba provides the essential technical and administrative support to the Board, its Sector Committees and Industry Working Groups. The Executive Director of Apprenticeship Manitoba is the Secretary to the Board, and is the main contact for interprovincial and pan-Canadian

apprenticeship initiatives. In addition, the Executive Director represents Manitoba at the Canadian Council of Directors of Apprenticeship (CCDA).

As regulated by *The Apprenticeship and Certification Act*, the Board is comprised of a Chair and a maximum of 12 board members; appointed by the Minister of Advanced Education and Training. The Chair is the official spokesperson for the Board, and is responsible for communication between the Board and the Minister. Along with the chairperson, four members represent the interests of employers, four members represent the interest of employees, one member represents the public interest, and one non-voting member represents the interests of persons who provide technical training. In addition, the Executive Director of Apprenticeship Manitoba, who is the Secretary of the Board, is also a non-voting member.



### **The Apprenticeship and Certification Board**

Front Row: Carol Paul, Ashley Weber  
Second Row: Darryl Harrison, Harvey Miller, Lori Garet, Donald Mackenzie  
Third Row: David McCutcheon, Kevin Poirier, Adam Morin, Shawn Henry  
Back Row: Richard Korving, Davide Novo

# Organization

## Sector Committees

The Board has five Sector Committees comprised of five to 11 members, consisting of employers and employees, the majority of whom are certified journeypersons in the trades. Individuals who wish to sit on a Sector Committee must submit an application to the Board. The Board reviews the applications and appoints members accordingly. As members' terms expire, the Apprenticeship and Certification Board seeks names of qualified candidates to serve on the Sector Committees.

The five Sector Committees are:

1. Construction Committee
2. Manufacturing Committee
3. Mechanical/Electrical Committee
4. Transportation Committee
5. Service Committee

The purpose of each Sector Committee is to represent trades in common industries. The Sector Committees are responsible for:

- recruiting members to participate on Industry Working Groups for identified trades;
- reviewing and selecting applicants to form Industry Working Groups;
- reviewing the work of trade-specific Industry Working Groups related to updates of program standards and providing a recommendation to the Board;

- liaising with members of the sector to understand issues and potential impacts of Board considerations and bring forward concerns to the Board; and
- providing any additional support that is identified by the Board.

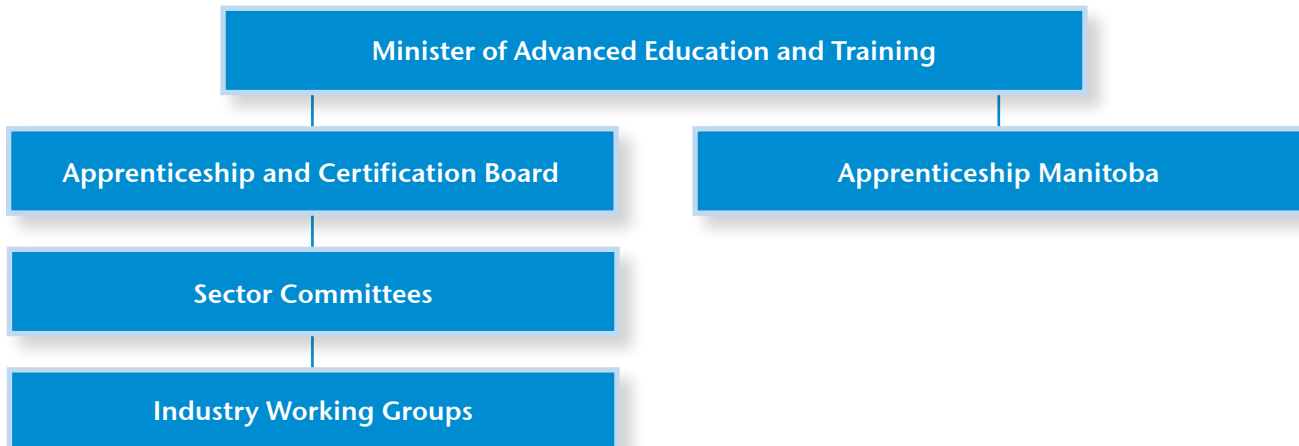
## Industry Working Groups (IWG)

Members of the Industry Working Groups are selected by Sector Committees and are comprised of three to five members each, and consist of at least one employer representative and one employee representative from industry. Individuals who are interested in becoming a member of an Industry Working Group must submit a formal application and be nominated by the group they are representing or by an association, union or organization.

The Industry Working Groups will convene on an as-needed basis, for a limited time. The purpose of each Industry Working Groups is to foster stakeholder engagement and to ensure standards are reflective of current industry practices and needs.

They are responsible for:

- providing advice to Sector Committees on updates related to program standards, curriculum, exams and any other content related to the trades; and
- consulting with industry prior to making recommendations to the Sector Committees.



# Vision

## Skilled Workforce

- Successful apprentices
- Empowered stakeholders
- Client-centred collaboration

# Mission

Leading an industry-driven, integrated training and certification system that delivers a sustainable, skilled Manitoba workforce.

The Board ensures accountability by:

- establishing certification standards that meet industry needs;
- establishing program and delivery standards to ensure quality technical and practical training;
- respecting and supporting the individual and shared responsibilities and the expertise and experience of Apprenticeship Manitoba;
- developing a strategic plan in consultation with stakeholders, and providing an annual report documenting the Board's progress each year;
- reporting to and advising the minister responsible for administering The Apprenticeship and Certification Act;
- providing relevant, accessible and responsive post-secondary education; and
- creating relationships and communicating with stakeholders to generate improvements to the apprenticeship and certification system.



# Strategic Plan Priorities

The Apprenticeship and Certification Board is committed to addressing the priorities identified in its 2018-2023 Strategic Plan. In 2022-2023, the Board focused on addressing the following priorities:

## **PRIORITY 1 >** Increase the Participation of Underrepresented Groups in the Apprenticeship System

### **OBJECTIVE:** Collaborative Approach to Inclusivity and Engagement that Values Diversity

#### **Summary**

To meet the projected labour demands in our province there is a need for more trained and skilled tradespersons. One way to attract individuals is to increase awareness about how the apprenticeship program provides a proven and industry-driven training pathway to certification in over 55 trades. New promotions and materials will communicate the benefits of apprenticeship and how to launch a lifelong career that is in high-demand, rewarding, and essential to communities across the province.

The skilled trades are for everyone across diverse backgrounds and the Apprenticeship and Certification Board continues to collaborate with partners and community stakeholders to work to ensure that the apprenticeship program represents and reaches diverse groups in our efforts to attract tomorrow's workforce. The Apprenticeship and Certification Board continues to prioritize engagement with underrepresented groups in Manitoba to gain an understanding of the needs of

the community and encourage participation in the apprenticeship system.

#### **Results**

The department entered into a three-year funding agreement with Employment and Social Development Canada through the Skilled Trades Awareness and Readiness program. The project will increase awareness of Manitoba apprenticeship as a first choice career path into to the skilled trades. Apprenticeship Manitoba will increase and improve materials that communicate the benefits of apprenticeship and how to launch a lifelong career that is in high-demand, rewarding, and essential to communities across the province. Promotional activities will advance the skilled trades to reach diverse groups in efforts to attract tomorrow's workforce. Planning has begun to launch an improved Apprenticeship Manitoba website in 2023-2024 and continue with marketing and promotional efforts.



## PRIORITY 2> Promote Youth Participation in Apprenticeship

### **OBJECTIVE:** Enhanced Promotion and Empowerment that Improves Access and Success

#### **Summary**

To promote youth participation in apprenticeship, Apprenticeship Manitoba collaborates with its community partners to promote the High School Apprenticeship Program (HSAP) which strengthens connections between industry, employers and training providers, and helps to train job-ready youth to meet the needs of the labour market. Early exposure to the trades system and familiarity with the range of different trade opportunities available to them will increase the likelihood that students will continue to pursue skilled trades as a first choice career option.

Apprenticeship Manitoba has built a collaborative partnership with Skills Canada Manitoba, working together to raise awareness of the skilled trades and HSAP through increased presentations in high schools, skills events, and partnerships with education and industry.

Continued collaboration with Skills Canada Manitoba to promote Manitoba's apprenticeship program to youth by guiding young Manitobans toward the skilled trades and technology fields allows for dedicated resources to focus on attracting youth to the trades. Apprenticeship Manitoba has extended its contract with Skills

Manitoba to ensure that this important work is supported.

#### **Results**

Apprenticeship Manitoba worked in collaboration with Manitoba Education and Early Childhood Learning and other community education partners to design and create three orientation e-guides for students, teachers and employers about HSAP. A public communication strategy was developed to include updated brochures, as well as a media and social media campaign that focuses on promoting the HSAP to high school students in Manitoba.

Apprenticeship Manitoba worked in collaboration with Manitoba Education and Early Childhood Learning to launch its HSAP website with additional resources for high school educators, such as presentations for students to increase trade awareness.

In 2022-23, Skills Manitoba delivered 233 presentations to 82 schools (5,035 students) in the province that focused on promoting skilled trades as a first-choice career path. Presentations conducted in northern Manitoba schools accounted for 53 presentations to 10 schools (715 students).





# PRIORITY 3> Drive Updates to Red Seal and Provincial Trade Standards

## OBJECTIVE: Work with Industry to Develop Program Standards

### Summary

Program standards involve both regulatory and technical training requirements. Regulations set the legislated parameters for the designated trades, and technical training refers to the classroom-based instruction that provides apprentices theoretical learning. Apprentices apply the theoretical learning during their on-the-job training.

Updating program standards is a core Board responsibility. Based on the recommendations from Sector Committee members and Industry Working Groups, the Board sets benchmarks for program standards. Sector Committees provide trade-specific expertise and recommend changes to program standards to keep them relevant and up-to-date.

The Canadian Council of Directors of Apprenticeship (CCDA) is undertaking a national project to harmonize apprenticeship programs across the country in order to facilitate apprentice mobility. As a participant in the Red Seal program, the Board is actively involved in reviewing recommendations from the Sector Committees to align with apprenticeship programs across Canada.

Should an issue arise in a trade when it is not included on the Board’s work plan, industry members may bring the matter forward to the respective Sector Committee for consideration, where members may choose to inform the Board of the issue. More information on this process can be found by contacting Apprenticeship Manitoba’s Manager of Policy, Legislation and Board Operations at [apprenticeshipboard@gov.mb.ca](mailto:apprenticeshipboard@gov.mb.ca).

### Results

The trades listed on page 8 underwent an update to the technical training or Red Seal exam. Technical training updates for the Red Seal trades were initiated through the harmonization initiative. The Board worked with industry to align with the national recommendations. Additionally, industry members worked with the Red Seal Secretariat to develop new Red Seal certification exams. Updates to the provincial level placement exams were also completed with industry in 2022-2023.



| Trade   | Technical Training Development | Red Seal Exam Development |
|---|--------------------------------|---------------------------|
| Agricultural Equipment Technician             |                                | ✓                         |
| Bricklayer                                    | ✓                              | ✓                         |
| Cabinetmaker                                  | ✓                              | ✓                         |
| Carpenter                                     |                                | ✓                         |
| Cook  | ✓                              |                           |
| Construction Electrician                      |                                | ✓                         |
| Esthetician                                   | ✓                              |                           |
| Gasfitter                                     |                                | ✓                         |
| Glazier                                       |                                | ✓                         |
| Hairstylist                                   | ✓                              |                           |
| Industrial Electrician                        |                                | ✓                         |
| Industrial Mechanic (Millwright)              |                                | ✓                         |
| Instrumentation and Control Technician        |                                | ✓                         |
| Lather (Interior Systems Mechanic)            |                                | ✓                         |
| Mobile Crane Operator                         |                                | ✓                         |
| Motor Vehicle Body Repairer (Metal and Paint) |                                | ✓                         |
| Partsperson                                   |                                | ✓                         |
| Recreation Vehicle Service Technician         |                                | ✓                         |
| Roofer  | ✓                              | ✓                         |
| Sloped Roofer                                 | ✓                              |                           |
| Steamfitter-Pipefitter                        |                                | ✓                         |
| Transport Trailer Technician                  | ✓                              | ✓                         |
| Truck and Transport Mechanic                  |                                | ✓                         |
| Welder  | ✓                              | ✓                         |



# Statistics

## APPRENTICE REGISTRATIONS

**10,870** Total Registered Apprentices

**2,941** New Apprentice Registrations

**1,051** Apprenticeship Certificates of Qualification Issued

## HIGH SCHOOL APPRENTICESHIP PROGRAM

**1,065** Registered Apprentices



## TRADES QUALIFICATION

**248** TQ Applications Received

**234** TQ Exams Administered

**82** TQ Certificates of Qualification Issued



## UNDER-REPRESENTED GROUPS

**433**<sup>1</sup> Women in Non-Traditional Trades



**1,048**<sup>2</sup> Women in Traditional Trades



**1,180** Indigenous Apprentices



**54** Persons with a Disability



The number of new and active apprentices shows a positive increase over the past year, which indicates a recovery from pandemic levels. In 2022-2023, there was a six per cent increase in new apprentice registrations compared to 2021-2022. This year, there was also a five per cent increase in the total number of registered apprentices, with 10,870 total registrants compared to 10,305 in 2021-2022.

This year marked the highest number of female apprentices on record, with 1,504 females registered in an apprenticeship program. This is a five per cent increase from the 2021-2022 pandemic level, which recorded 1,425 female apprentices.

Another notable area of apprenticeship included the number of registered Indigenous apprentices, with a 17 per cent increase from 2021-2022.

The number of exam sittings remained down for Trades Qualification applicants, as the department continued to recover to pre-pandemic levels. However, the number of Trades Qualification applications received for the 2022-2023 fiscal increased by 47 per cent from 2021-2022, reflecting a return towards pre-pandemic levels.

The department continues to see an overall positive rebound in apprentice registration and participation following the COVID-19 pandemic. All apprentices are encouraged to attend technical training each year to supplement their on-the-job training. Approximately 90 per cent of the cost of technical training is funded by the department to ensure that apprentices continue to have access to technical training.

<sup>1</sup> Non-traditional trades exclude Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

<sup>2</sup> Traditional trades include Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

## **CONTACT INFORMATION**

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Email: [apprenticeshipboard@gov.mb.ca](mailto:apprenticeshipboard@gov.mb.ca)

More information about the Apprenticeship and Certification Board  
and Apprenticeship Manitoba can be found at:

**[manitoba.ca/apprenticeship](http://manitoba.ca/apprenticeship)**

**This information is available in alternate formats upon request**

