



**2022**

# **Annual Performance Report**

for

**The Professional Fish  
Harvesters Certification Board**

## Message from the Chairperson

On behalf of the Board of Directors of the Professional Fish Harvesters Certification Board (the PFHCB) I am pleased to present the 2022 Annual Performance Report. The Board of Directors of the PFHCB remains committed to fulfilling its obligations as a category three public entity under the **Transparency and Accountability Act**. We are accountable for the preparation of this report and for ensuring that the information presented is a thorough and accurate representation of the PFHCB's activities in 2022, the final year of the 2020-2022 planning cycle.

In 2022, and throughout this three-year planning cycle, the PFHCB continued to serve the professional fish harvesters of Newfoundland and Labrador and succeeded in fulfilling its primary mandate and objectives as outlined in the **Professional Fish Harvesters Act** (the Act). This report presents the work of the PFHCB from January 1, 2022, to December 31, 2022, and includes the achievements and results of the PFHCB's stated objectives as outlined in our 2020-2022 Activity Plan.

As Chairperson of the PFHCB, I accept responsibility for ensuring that the PFHCB continues to meet its planning and reporting obligations under the **Transparency and Accountability Act**.

Sincerely,

A handwritten signature in cursive script that reads "William Broderick".

William Broderick  
Chairperson, PFHCB

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## **1.0 Overview**

The PFHCB became operational in 1997 following proclamation of the Act by the Newfoundland and Labrador House of Assembly. This legislation, the first of its kind in Canada, recognizes fish harvesting as a professional occupation.

### **1.1 Current Board Members and Support Staff**

The PFHCB operates under the direction of a 15-member board of directors, in accordance with the Act. Members of the PFHCB are appointed by the Minister of the Department of Fisheries, Forestry and Agriculture (FFA) upon recommendation from the respective organizations identified in section 5 of the Act. Members whose terms have expired may continue to serve until reappointed or replaced. As of December 31, 2022, all positions on the PFHCB were filled, as follows:

<b>Name</b>	<b>Representing</b>	<b>Title</b>	<b>Appointed Date</b>	<b>Expiry Date</b>
Bill Broderick	FFAW	Chairperson	9/23/2021	9/23/2024
George Feltham	FFAW	Vice-Chairperson	9/28/2022	9/28/2025
Mildred Skinner	FFAW	Secretary	9/28/2022	9/28/2025
David Jarvis	FFAW	Member	9/28/2022	9/28/2025
Amy Kavanagh-Penney	Federal	Member	9/28/2022	9/28/2025
Mike Noonan	FFAW	Member	9/28/2022	9/28/2025
Dwan Street	FFAW	Member	9/23/2021	9/23/2024
Shawn Normore	Fishing Cooperative	Member	9/23/2021	9/23/2024
Vanessa Byrne	Provincial, FFA	Member	12/15/2022	12/15/2025
Jennifer Meadus	Provincial, ISL	Member	9/3/2021	9/3/2024
Kevin Anderson	Post-Secondary Institution	Member	9/23/2021	9/23/2024
Frank Corbett	Federal	Member-at-Large	9/23/2021	9/23/2024
Carl Hedderson	FFAW	Member	9/23/2021	9/23/2024
Marcel O'Brien	At-large	Member	9/23/2021	9/23/2024
Lisa Matchim	Indigenous Harvester Representative	Member	9/23/2021	9/23/2024

The PFHCB currently has a full-time office staff of four persons, consisting of an Executive Director, a Certification Coordinator, a Registration Administrator and a Coordinator of Finance and Administration. Additionally, the PFHCB draws upon a large group of trained fish harvester instructors, assessors and facilitators to assist in the delivery of its programs and initiatives.

### **1.2 Vision**

The PFHCB's vision is a viable Newfoundland and Labrador commercial fishery, sustained by independent professional fish harvesters committed to demonstrating appropriate knowledge, skills and commitment to safely and successfully meet the human resources needs of their industry, from which they can maintain their livelihood with respect and dignity.

## **1.3 Primary Lines of Business**

### **I. Registration and Certification of Newfoundland and Labrador Commercial Fish Harvesters**

The PFHCB has been responsible for registering and certifying all commercial fish harvesters in Newfoundland and Labrador since 1997. Professional Fish Harvesters are required to submit a certification renewal application form annually and pay an annual registration fee of \$75. New entrants are required to file a new entrant application form and pay the annual registration fee of \$75.

Upon approval of their application for certification, fish harvesters are issued a certification card inscribed with their name, a professional fish harvester identification number and certification level. Collection of annual registration fees is the PFHCB's primary source of operating revenue. Approximately 10,119 fish harvesters were registered with the PFHCB in 2022.

### **II. Delivery of Basic Safety Training**

Apprentice fish harvesters are required by PFHCB criteria to complete a Basic Safety Training course prior to commencing their second fishing season. Since 2002, the PFHCB has been delivering a five-day Basic Safety Training course to Apprentice Fish Harvesters and new entrants to the fishing industry. This basic safety course includes two days of General Seamanship and Stability, one day of Transport Canada Small Domestic Vessel Basic Safety (SDV-BS) and two days of Canadian Red Cross Marine Basic First-Aid. Harvesters preferring to complete an equivalent Transport Canada recognized Marine Emergency Duties (MED) course at the Fisheries and Marine Institute of Memorial University (MI) will be exempt, but the course must be completed prior to commencing their second fishing season.

### **III. Assisting Fish Harvesters with Certification Upgrading and Skills Development**

Fish harvesters who wish to upgrade their certification level from Apprentice to Level I, or from Level I to Level II, must complete a minimum number of education credits and full-time fishing years, as per PFHCB criteria. Fish harvesters pursuing certification upgrading and skills development receive a range of information, guidance and advice from PFHCB staff.

While the vast majority of fisheries training courses are delivered by MI, the PFHCB does deliver a Prior Learning Assessment and Recognition (PLAR) program, which enables fish harvesters to acquire credits toward their certification upgrading.

### **IV. Public Relations and Advocacy Initiatives**

Under the direction of the Executive Committee and in partnership with other key industry groups such as the Canadian Council of Professional Fish Harvesters

(CCPFH), the PFHCB is continually engaged in a variety of activities related to public relations and advocacy on behalf of the professional fish harvesters of Newfoundland and Labrador. Promoting commercial fish harvesting as a professional occupation is central to the PFHCB’s stated objectives. This is achieved through ongoing public relations and advocacy initiatives utilizing a variety of sources.

**1.4 Finances**

The PFHCB is a non-profit self-supporting organization created by and operating for the benefit of all Newfoundland and Labrador commercial fish harvesters. The PFHCB’s primary revenue is generated from fees paid by certified fish harvesters. Additionally, the PFHCB periodically receives financial assistance from industry partners and/or funding agencies for the delivery of special projects in fulfillment of its mandate and objectives. The PFHCB’s audited Financial Statements for 2022 can be found in Appendix A.

Below is a summary of revenue and expenses for the year ending December 31, 2022.

Total Revenue <sup>1</sup>	\$ 1,189,799
Total Expenses	\$ 1,139,203
Excess of Revenue over Expenses	\$ 50,596

<sup>1</sup> Includes \$45,110 in ‘Other income’ as specified in the financial statements. This income relates to insurance proceeds as a result of a minor fire in 2021. For more details, please refer to Note 7 in the attached financial statements.

**1.5 Location and Contact Information**

To inquire or comment on the contents of this report (alternate formats available) or for additional information about the PFHCB, please contact:

Professional Fish Harvesters Certification Board  
 368 Hamilton Avenue  
 P. O. Box 8541  
 St. John’s, NL A1B 3P2  
 709-722-8170 (phone)  
 709-722-8201 (fax)  
[pfh@pfhcb.com](mailto:pfh@pfhcb.com)  
[www.pfhcb.com](http://www.pfhcb.com)

**2.0 Highlights and Partnerships**

Highlights:

- 10,119 fish harvesters were registered with the PFHCB in 2022. 2022 registrations were consistent with 2021, dropping by approximately three per cent. 2022 was the

first year-over-year increase in the number of Level II fish harvesters in nearly two decades.

- In 2022, similar to 2021, more than 200 fish harvesters received fisheries-related training from MI. This training was comprised primarily of Fishing Masters (FM IV & III), but also included students completing miscellaneous shorter courses such as MED (DVS/A1 and SDV-BS/A3), Radio Operation (ROC-MC), Small Vessel Operator Proficiency (SVOP) and First Aid.
- 410 harvesters completed a five-day Basic Safety Training course (Including MED A3/SDV-BS and Marine Basic First Aid) delivered by the PFHCB in 37 community-based classes throughout the province between October 24 and December 9.
- 88 Apprentice and Level I fish harvesters took advantage of the PFHCB's PLAR program – 482 total PLAR assessments were conducted in 11 locations and successful participants received more than 3,500 education credits toward PFHCB certification upgrading.
- In total, 198 fish harvesters had their certification level upgraded in 2022; 102 upgraded to Level I, and 96 upgraded to Level II. This number is an increase of 25 per cent over 2021, and a 57 per cent increase of the five-year average from 2017-2021. The average age of those 198 harvesters is 37 years.
- The PFHCB offers an annual \$1,000 scholarship that is awarded to a fish harvester or dependent of a fish harvester who is attending the MI. The annual fall 2022 scholarship awards ceremony at MI was conducted on November 23, and the recipient of the PFHCB Scholarship was Emma Jensen, a second-year Marine Environmental student from Harbour Breton.

#### Partnerships:

- **Fisheries and Oceans Canada (DFO) – Linkages between PFHCB Certification and DFO's Regional Licensing Policy**

PFHCB certification is directly linked to DFO licensing policy in the Newfoundland and Labrador region. More specifically, DFO policy requires that fish harvesters be certified as a Level II with the PFHCB to be eligible for the reissuance of a Federal species licence(s). Furthermore, DFO licensing policy also requires harvesters to be registered as Level I or Level II to be eligible as a substitute operator of a Federal species licence. These linkages are indicative of DFO's ongoing support for professional certification, and ensures that fishing enterprises in this province continue to be operated by trained, certified professional fish harvesters.

- **Newfoundland and Labrador Fish Harvesting Safety Association (NL-FHSA)**

In 2022, the PFHCB continued its support of the Newfoundland and Labrador Fish Harvesting Safety Association (NL-FHSA) in fulfillment of a shared commitment to improve safety in the commercial fishery. The NL-FHSA continues to operate out of the PFHCB offices located at 368 Hamilton Avenue, with administrative support from the PFHCB staff. Throughout the year, the PFHCB worked closely with NL-FHSA staff



on safety-related initiatives, and Mark Dolomount, PFHCB's Executive Director, holds the position of Vice-Chair of the NL-FHSA Board of Directors.

- **Transport Canada (TC) – Dissemination/Clarification of Information on TC's Federal Regulatory Requirements.**

Since the coming into force of the new **Marine Personnel Regulations** (MPR) of the **Canada Shipping Act** (CSA) in 2007, the PFHCB has worked closely with TC to determine the impact of these new Federal regulations on Newfoundland and Labrador's fish harvesters, disseminate information regarding the new regulations to the province's fish harvesters, and assist harvesters in attaining regulatory compliance. These efforts continued throughout 2022.

- **Fisheries and Marine Institute – Promotion and Delivery of Fisheries Training**

Throughout 2022, the PFHCB staff worked closely with MI staff on a number of initiatives related to promoting and supporting community-based fisheries training – both for the purpose of meeting the new Federal regulatory requirements and meeting the PFHCB requirements for certification upgrading. One of the key shared commitments throughout this planning cycle has been the continued promotion of MI's online/computer-based delivery of Fishing Masters IV, which eliminates many of the accessibility barriers that traditionally made community-based Fishing Masters courses difficult to coordinate.

- **Appeal Board of the Professional Fish Harvesters Certification Board**

The PFHCB has a shared commitment with the Appeal Board of the PFHCB (the Appeal Board) to ensure that Newfoundland and Labrador fish harvesters have access to an appeal process, whereby appeals are available in a timely manner, and in all regions of the province where appellants reside. Any professional fish harvester whose certification is refused by the PFHCB, or who is dissatisfied with the certification status they are given may appeal to the Appeal Board. The decision of the Appeal Board is final and binding on both the PFHCB and the appellant. The Appeal Board operates as an independent category three public entity, in accordance with sections 14-18 of the Act. The mandate of the Appeal Board is to provide an independent appeal process for any person who files a notice of appeal with the Executive Director of the PFHCB.

### **3.0 Report on Performance**

The two issues identified in PFHCB's 2020-2022 Activity Plan reflect the ongoing, and interconnected, skills development and labour supply challenges that continue to face the harvesting sector of the Newfoundland and Labrador commercial fishery.

#### **3.1 Issue 1: Transport Canada Amendments to the Marine Personnel Regulations**

Following several years of regulatory consultation and drafting by TC, amendments to the MPR were scheduled to enter the 30-day public consultation of Canada Gazette

Part I in fall 2022. The proposed amendments include significant changes to the mandatory training and certification requirements of Canadian fishing crews. While deemed to be very positive changes, these proposed amendments to the MPR will require significant work by industry organizations like as the PFHCB. During the consultation and drafting stages, the issue is gaining a comprehensive understanding of the proposed amendments and ensuring that the newly amended regulations have the maximum positive impact on fish harvester certification and training, and the least negative impact. This requires constant engagement with TC, other industry organizations, and fish harvesters throughout the consultation and drafting processes prior to the implementation phase. This activity is key to meeting one of the PFHCB's stated objectives – "to provide an advisory role to the Federal and provincial governments in the formation of fisheries policies consistent with the common good of fish harvesters".

During the implementation phase, the issue is ensuring that fish harvesters are aware of the regulatory amendments, including any new requirements, and are able to maintain and/or achieve compliance in a timely and efficient way. Overall, the new amended MPR will impact all Newfoundland and Labrador fishing vessels in some way; with some parts of the new regulations impacting all vessels, and other elements impacting vessels based on their size and area of operation. Therefore, it is important that fish are aware of changes to the MPR, any impact on their own certification and/or vessels, and how to ensure regulatory compliance is met.

Regulatory compliance is considered a key part of being a professional fish harvester, and can contribute significantly to improved safety onboard fishing vessels. The PFHCB has always played a necessary role in assisting fish harvesters understand their regulatory requirements, and supported them in achieving and maintaining compliance.

**Objective 1:** By December 31, 2022, the PFHCB will have contributed to the amendment of new federal **Marine Personnel Regulations** with a goal of maximizing the positive impact on fish harvester certification and training, and prepared for the successful implementation of these new amended regulations in the Newfoundland and Labrador fishing industry.

#### **Indicators:**

- **Attained detailed information and a general understanding of the proposed amendments to federal MPR requirements.**

Discussions and consultations regarding necessary amendments to the MPR of the CSA continued throughout 2022. The amended regulations were due to enter Canada Gazette Part I in late 2022, but that date has again been postponed, with the new estimated date being fall 2023. In the meantime, the PFHCB continues to participate in all consultations related to the Federal MPR, as training, certification and regulatory compliance is a key component of professionalization. The goal of attending all consultations pertaining to the MPR is to closely monitor the progress of proposed

amendments and take an active role in advising TC on the potential regulatory impact on fish harvesters in Newfoundland and Labrador.

As outlined below, a main priority of the PFHCB in 2022 was to continue its consultation and communication with TC and other industry organizations and stakeholders on the contents of the current proposed amendments to the MPR, including their potential impact on fish harvesters. However, while we await the implementation of the amended MPR, the PFHCB continued to assist fish harvesters with understanding their Federal training and certification requirements, and achieving/maintaining compliance.

TC's Canadian Marine Advisory Council (CMAC) sessions remain the most effective way for fishing industry representatives to receive detailed information and clarification regarding the Federal regulatory requirements, including regulatory interpretations, impact and implementation. An Atlantic regional CMAC session fills a similar role on a regional level. In 2022, TC held two national CMAC sessions - spring CMAC was held virtually over eight days from April 26 - May 5, 2022, and a fall CMAC was held in Ottawa from November 8-10, 2022. The PFHCB had representatives participate in all fishing vessel related sessions, including two staff members and two fish harvester representatives. Similarly, PFHCB representatives attended the virtual Atlantic CMAC session that was held on November 24, 2022. No new changes/amendments to the MPR were announced at any of the 2022 CMAC sessions and PFHCB staff remain confident that they have a full and in-depth understanding of the amended MPR. PFHCB staff will continue to maintain contact with TC and other industry organizations on any regulatory reform issues.

In addition to attending TC CMAC sessions, PFHCB staff were also involved in a number of other information sessions with industry organizations and TC throughout 2022. Utilizing telephone and online conferencing, PFHCB staff were able to maintain communication with TC and industry representatives, in an ongoing effort to better understand the Federal regulations and their implementation. The PFHCB continues to maintain its working relationship with key staff at TC, both in the Atlantic Region and in Ottawa, which will be invaluable during the implementation stages of the new MPR.

In 2022, PFHCB Executive Director, Mark Dolomount, continued in his role as an industry delegate on the Canadian Delegation participating in International Maritime Organization (IMO) negotiations on the international convention of Standards of Training, Certification and Watchkeeping for the fishing industry (STCW-F). This included participation in an international working group on the Human Element, Training and Watchkeeping (HTW 8), from February 7-10, 2022. This participation at IMO represents a unique opportunity to have input into fish harvester regulatory training requirements, as well as an opportunity to maintain strong working relationships between the PFHCB and senior TC representatives responsible for implementing Federal regulations.

In addition to the relationship building and information gathering initiatives detailed above, the PFHCB remains on the e-mail distribution list for all TC correspondence,

including TC Ship Safety Bulletins. Throughout 2022, PFHCB staff members were successful in attaining all new information related to amendments of the MPR and improved upon their overall general understanding of the current MPR requirements, as well as the proposed amendments. As a result of the activities during this three-year planning cycle, PFHCB staff are well prepared to assist in raising the awareness of the MPR amongst Newfoundland and Labrador fish harvesters and to assist them with achieving compliance, now and into the future.

- **Made representation to Transport Canada on the amended federal MPR during the regulatory consultation, approval and implementation phases.**

Having an in depth understanding of the proposed amendments enables the PFHCB to meet its objective of making representation to TC on proposed amendments to the MPR during CMAC consultations and other intersessional meetings with TC in 2022. However, no new changes were made to the draft MPR in 2022 that would impact provincial fish harvesters. Therefore, the PFHCB made no further representation or recommendations to TC on the current proposed amendments. It is anticipated that the proposed amendments will have positive outcomes for Newfoundland and Labrador fishing crews and little or no negative outcomes. More specifically, the amendments will help address some of the looming labour supply issues facing the fishing industry, as explained under Issue 2 below. However, PFHCB staff will monitor issues that may arise during the implementation stage of the new MPR and make appropriate representation and recommendations to TC, if necessary.

- **Disseminated information regarding the federal MPR requirements amongst Newfoundland and Labrador fish harvesters.**

Disseminating information in an effort to raise awareness of TC regulatory requirements amongst Newfoundland and Labrador fish harvesters continued as a priority of PFHCB staff throughout 2022. The PFHCB is the primary source of information and support for provincial fish harvesters pursuing TC certification and attaining regulatory compliance and assisting fish harvesters with the training and certification requirements of the MPR was a daily activity of PFHCB staff throughout this planning cycle. The PFHCB continues to be a valuable source of information for fish harvesters inquiring about Federal regulatory requirements and the PFHCB distributes a variety of information relevant to compliance with Federal training requirements. This is shared with PFHCB members, Appeal Board members and project field-staff in order to maximize the dissemination of information to fish harvesters. PFHCB staff members are also in regular contact with FFAW staff representatives on clarifying regulatory requirements for individual fish harvesters throughout the province.

In 2022, the PFHCB disseminated information to fish harvesters in a variety of ways. The overall emphasis of this activity is to raise awareness of the regulatory requirements and promote compliance. Throughout 2022, as highlighted below, the PFHCB utilized its annual activities and database of certified fish harvesters to assist

fish harvesters with understanding the regulatory requirements of the current MPR (and when applicable, the proposed amendments).

In 2022, the PFHCB continued to communicate the Federal regulatory requirements to fish harvesters in a variety of ways, including e-mail distributions and information distribution directly from the PFHCB office. Information dissemination was also achieved by utilizing PFHCB field staff, such as PLAR assessors and Safety Instructors, who met face-to-face with more than 400 fish harvesters at the community level throughout the province. The PFHCB also distributed information on TC regulatory requirements to the Inshore Council of the FFAW/Unifor during their annual inshore council meetings. This elected body of fish harvester leaders is an effective network for disseminating information to owner/operators and crewmembers throughout the province.

In 2022, the PFHCB also worked closely with the NL-FHSA to distribute relevant information to fish harvesters during the NL-FHSA's initiatives and outreach activities. PFHCB staff participated in the NL-FHSA Safety Event, which took place at the Holiday Inn in St. John's on November 2, 2022. This was another opportunity to disseminate information to fish harvesters and industry representatives on the regulatory training requirements of the MPR and the proposed amendments. Finally, in 2022 the PFHCB worked closely with the NL-FHSA on the development of a new Fish Harvester Safety Designate training program, aimed at meeting the provincial safety designate/committee training requirement. A key outcome of this training program is having fish harvesters better understand their various regulatory obligations, including Federal training and certification requirements.

By utilizing these various means the PFHCB reached thousands of fish harvesters with valuable information on the current and draft amended requirements of the MPR again in 2022. The PFHCB is confident that its continued efforts on this issue throughout the 2020-2022 planning cycle has contributed to an increased awareness of the Federal certification, training and other crewing requirements. As a result, the PFHCB has contributed significantly to harvesters having a better understanding of their respective regulatory requirements and how to achieve compliance.

- **Assisted individual fish harvesters with maintaining/achieving compliance with the federal MPR requirements.**

Since the new regulations are not yet in force, the PFHCB is not currently able to assist harvesters with achieving compliance with the "new" Federal MPR requirements. Therefore, the focus in 2022 continued to be assisting harvesters achieve and maintain compliance with the current requirements of the MPR, and where appropriate, advise them of the proposed amendments. Throughout 2022, PFHCB staff, board members, and project field staff worked directly with individuals and groups of fish harvesters in fulfillment of our objective to advise provincial fish harvesters on how to achieve compliance with the Federal regulatory requirements. The PFHCB also worked closely with its industry partners on this indicator, including MI, TC, NL-FHSA and FFAW/Unifor. During their respective outreach activities, they also inform fish harvesters of their

Federal certification and training requirements, and direct harvesters to call the PFHCB, MI and/or TC for further information or assistance with training opportunities and compliance.

As a result of the continued work of the PFHCB related to the dissemination of information and promotion of regulatory compliance, the PFHCB subsequently receives an increased number of inquiries from harvesters seeking advice and guidance on achieving regulatory compliance. This is evidenced by the high volume of inquiries from harvesters regarding TC regulations and compliance. Since fisheries training is part of the criteria for certification upgrading with the PFHCB, harvesters who call regarding PFHCB certification upgrading are always provided information on the training and certification requirements of the Federal MPR. As a result, harvesters who pursue PFHCB certification upgrading and complete training such as a Fishing Masters IV, are also fulfilling their TC regulatory requirements and improving Newfoundland and Labrador's overall compliance rate with the MPR.

Calls and visits from fish harvesters seeking information and advice on TC regulatory compliance and PFHCB certification upgrading were frequent throughout 2022. This was evidenced by the high demand and interest in MED and Fishing Masters training. In 2022, the PFHCB delivered Federally mandated MED training to more than 400 fish harvesters and MI had more than 200 fish harvesters enrolled in Fishing Masters and other advanced training. Throughout the planning cycle, the PFHCB worked with the MI and TC to ensure that all fish harvesters are provided an opportunity to access training that is required to fulfill their provincial and Federal requirements. To that end, during the winter of 2022 PFHCB staff assisted harvesters, both owner/operators and crewmembers, with the registration process for fisheries training at MI. This included the distribution of applications on behalf of MI, and a letter to all 2022 new entrants notifying them of the MED requirement, and the process for registration at MI and PFHCB. PFHCB staff also assisted MI in compiling lists of fish harvesters interested in arranging community-based training courses (MED, ROC-MC, and Fishing Masters).

The PFHCB maintains a strong working relationship with the MI School of Fisheries, and Community Based Education Delivery (CBED) unit as part of its shared commitment with MI to promote and deliver fisheries training and assist fish harvesters with regulatory compliance. The PFHCB utilized its e-mail database to forward electronic training information brochures to fish harvesters on behalf of MI. Fish harvesters were sent e-mail information pertaining to MI fisheries-related course offerings. The PFHCB also displays and distributes MI course information at its office and regularly assists harvesters with questions related to that material. With the assistance of the PFHCB, MI was successful in delivering fisheries training (Fishing Masters, MED and ROC-MC), both at main campus, online and through community-based delivery, to more than 200 fish harvesters in 2022.

2022 is the final year of the PFHCB's 2020-2022 planning cycle, and the final year that the amendments to the MPR of the CSA will be identified as a key issue in the PFHCB's Activity Plan. While the PFHCB will continue to assist fish harvesters by providing

information on these regulations, and assisting with regulatory compliance, beginning in 2023 the PFHCB's issues will shift to industry challenges related to labour supply. Therefore, it is important to highlight the successes on this issue over the past three years. By gaining an understanding of the new regulations, raising awareness of the new regulations amongst fish harvesters, and providing advice to harvesters on regulatory compliance, we are confident that throughout its 2020-2022 activities on this issue the PFHCB has made a valuable contribution to fish harvester's understanding and compliance with the Federal MPR. In doing so, we are proud to have contributed to advancing an industry-wide safety culture, and to improving compliance with Federal training requirements. While no official TC compliance statistics are available, TC officials in the Newfoundland and Labrador region continue to report an overall increase in compliance, and an improving understanding of the various requirements of the MPR among provincial fish harvesters.

The PFHCB's successes on this issue during the 2020-2022 planning cycle is further evidenced by the record numbers of fish harvesters pursuing Fishing Master and MED training at MI and elsewhere. MI had more than 600 students enrolled in Fishing Master courses, and in excess of 1,000 students completed MED and Marine First Aid training. Not only does this assist with a better understanding and compliance rate with TC's Federal MPR, it also boosts the number of fish harvesters accumulating education credits and upgrading their PFHCB certification level.

In order for fish harvesters to reach regulatory compliance, a critical first step is to fully understand their requirements. By gaining an understanding of the MPR, making appropriate representation to TC on proposed amendments to the MPR, disseminating information about these regulations among Newfoundland and Labrador fish harvesters, and assisting harvesters with attaining/maintaining regulatory compliance, we are confident that throughout the 2020-2022 planning cycle the PFHCB has made a valuable contribution to positive outcomes on this important issue.

### **3.2 Issue 2: Recruitment and Retention of a Skilled Fisheries Labour Force**

Recruitment and retention of skilled labour in the harvesting sector of the Newfoundland and Labrador fishery remains a priority for the PFHCB. The most recent updated Provincial Labour Market Outlook prepared by the Department of Finance continues to identify "Fishing vessel masters and fishermen/women" as an occupation with one of the highest job demands/prospects.

While progress has been made over the past several years, and aging trends appear to be levelling, the aging fish harvester population remains a key issue of the PFHCB and the industry generally. More than 50 per cent of all Federal Core species licence holders in the Newfoundland and Labrador commercial fishery are over the age of 55. Comparatively, less than 20 per cent of Level II fish harvesters (those eligible to receive the transfer of a Federal Core licence) are 45 years of age or younger.

In an effort to continue certifying and retaining an adequate skilled labour force to meet the future industry demands (including adequate numbers of Level II fish harvesters to receive the intergenerational transfer of licences from retiring enterprise owners), the PFHCB has set the following objective for this planning period. Success on this issue remains critical to the PFHCB's vision and long-term objectives.

**Objective 1:** By December 31, 2022, the PFHCB will have recruited and supported fish harvesters to attain PFHCB certification and pursue Level I and Level II professional certification upgrading.

**Indicators:**

- **Promoted fish harvesting a viable career option and/or employment opportunity.**

The PFHCB's work in the area of recruitment and retention of labour in the provincial inshore fishery, is a shared commitment with other industry stakeholders, including: The provincial departments including FFA and Immigration, Population Growth and Skills along with other stakeholders including DFO, TC, MI, FFAW/Unifor, NL-FHSA, and CCPFH. However, it is important to note that the PFHCB holds the only database of all registered fish harvesters in the province – enterprise operators and crewmembers. Therefore, the PFHCB is the only agency capable of producing a full demographic profile of the Newfoundland and Labrador fish harvesting sector. During the previous planning cycle, as a first step in addressing this issue, the PFHCB conducted a full demographic assessment of the PFHCB's database of certified fish harvesters. This assessment was updated periodically during the 2020-2022 three-year planning cycle in order to monitor demographic trends. Assessing the demographic composition of the current labour force, particularly age, gender and certification level of licence holders and crewmembers, is key to developing strategies to attract and retain labour in the fishing industry.

The demographic analysis carried out and updated periodically by PFHCB staff during this planning cycle clearly illustrates the need for recruitment and retention of younger fish harvesters. However, while the demographics confirm an underlying "age issue" in the current fish harvester labour force, there continues to be positive indicators. For example, the number of certified fish harvesters, including the number of Level II harvesters, has remained stable in comparison to the number of fishing enterprises during the period 1999-2022. Additionally, there has been a "stabilization" of the aging fisheries labour force during this planning cycle. This is an indicator that the fisheries labour force is adapting to the labour needs of the industry, and the total number of certified fish harvesters remains stable at approximately 10,000. Despite some of these positive trends, which will be outlined in more detail below, it remains imperative to the future of the industry that new entrants continue to enter, and both existing harvesters and new entrants upgrade their certification levels to Level I and/or Level II.



Many of the activities of the PFHCB serve the dual purpose of promoting recruitment/retention of fish harvesters and certification upgrading. In 2022, the PFHCB continued several initiatives aimed specifically at recruitment to the fishing industry. A professional certification ad was developed specifically to address this objective, which was outlined in the PFHCB's 2020-2022 Activity Plan. Throughout this planning cycle, variations of this advertisement were displayed and distributed through several means, including e-mail, social media, trade shows, FFAW Union Forum, Navigator Magazine and at other events attended throughout the year. Similarly, The PFHCB's Professional Certification and Certification Upgrading brochure, updated for the 2020-2022 planning cycle, features photos of young harvesters and includes information specific to clarifying the certification upgrading process and promoting the career of fish harvesting. This brochure was distributed widely in 2022 in an effort to reach as many new recruits, Apprentices and Level I harvesters as possible. This brochure is intended to specifically promote certification upgrading and encourage younger harvesters to access the resources and support available from the PFHCB.

In 2022, the PFHCB completed its partnership with the CCPFH on a labour force renewal project entitled Meeting the Labour Supply Challenge in the Atlantic Canada Fish Harvesting Industry. The project was funded by ACOA, with additional funding provided by the Government of Newfoundland and Labrador for the work based in the province. In addition to raising awareness on future labour supply challenges of the industry, the major output was to create and facilitate opportunities for industry and government decision-makers to engage with each other on strategies to leverage improving economic trends in the industry to promote the fishing industry as a viable career and meet looming labour supply and intergenerational succession challenges. The project's final report was released in the summer of 2022.

Building on the successes and findings of the CCPFH project, in October of 2022 the PFHCB partnered with FFAW/Unifor and NL-FHSA on a proposal entitled Fishing Industry New Entrants Initiative (FINEI). This is a welcomed and much needed next step. Understanding and strategically addressing the future labour supply needs of Newfoundland and Labrador's inshore fishery is essential to securing a future for professional fish harvesters, and the hundreds of coastal communities that rely on the inshore fishery for their survival. The PFHCB provided additional certification/demographic data to help support the proposal, and we remain hopeful that the project will be approved by government. In the meantime, as outlined in the indicators below the PFHCB continued its own activities to promote the career of fish harvesting, identify candidates for certification upgrading and support harvesters to achieve their certification upgrading goals.

- **Identified Apprentice and Level I fish harvesters in the PFHCB's registry/database who would be candidates for certification upgrading.**

With regard to retention of labour and promoting/supporting certification upgrading, the PFHCB had many activities in 2022. The demographic assessment noted above helped identify Apprentice and Level I fish harvesters in the PFHCB's registry/database who

would be candidates for certification upgrading. In 2022, the PFHCB continued to focus on younger non-licence holder fish harvesters and new entrants. With nearly 2,500 new entrants to the fishing industry during the 2020-2022 planning cycle, there was increased potential for certification upgrading. All these new entrants received information on professional certification and certification upgrading options/requirements, in an effort to promote interest in certification upgrading, and offer support for them in the upgrading process.

In 2022, the PFHCB staff continued to maintain contact with all Apprentice and Level I fish harvesters who reached out to the PFHCB regarding upgrading - many who have already begun accumulating education credits and fulltime fishing years. This group of fish harvesters who have taken the first step toward certification upgrading, are the most likely to take advantage of PFHCB resources and support. As noted in the highlights section, the numbers of young harvesters pursuing Fishing Masters and other fisheries training in 2022, indicates that there remains strong interest in certification upgrading and that the PFHCB's initiatives on this issue are having a positive impact. In fact, despite some of the challenges posed as a result of COVID-19 during this planning cycle, the past three years were extremely busy and record numbers of students participated in Fishing Masters training and certification upgrading. For example, during this planning cycle the number of harvesters upgrading their certification level increased steadily from 121 in 2020, to 159 in 2021, to 198 in 2022. More than 50 per cent of those individuals were enrolled in/completed Fishing Master Training. That total of 478 upgrades represents a 43 per cent increase over the three-year period from 2017 and 2019, and is a further indication of the PFHCB's recruitment efforts. This increase in the number of fish harvesters upgrading their certification level has also contributed to an overall increase in the number of certified Level II harvesters - 2022 was the first year-over-year increase in the total number of certified Level II fish harvesters since 2003.

As previously noted, nearly 2,500 New Entrants registered with the PFHCB from 2020-2022. This represents the largest three-year total of New Entrants since 2007-2009. This increase can be attributed at least partially to the phenomenal value of the industry in 2021 and 2022, and a new policy announcement by DFO that all crewmembers are expected to have the required certification. Regardless, this large number of New Entrants bodes well for recruitment and future labour supply needs. This group of new recruits, with an average age of 38, are prime candidates for future certification upgrading and ongoing PFHCB recruitment/retention efforts. It is also worth noting that approximately 30 per cent of these New Entrants were female. This is extremely encouraging, since in order to meet the labour supply needs of the future, female harvesters will have to fill a larger percentage of the labour force – both as crewmembers and owner/operators. These New Entrant harvesters, combined with the identified Apprentice and Level I harvesters noted above, were the primary focus of the PFHCB's 2022 efforts to promote certification upgrading and establish support mechanisms to help them achieve their professional certification goals.

It is also worth noting that in December 2022, the PFHCB Certification Criteria was amended in an effort to address looming crew labour supply demands in the harvesting

sector. Certification restrictions on Apprentices and New Entrants who hold full-time employment outside the harvesting sector, those who do not hold Newfoundland and Labrador residency, and those who participated in Federal retirement programs were removed from the General Certification/Renewal of Certification Criteria. This amendment will ultimately make available crewmembers more readily accessible to owner operators looking to fill crew position. The Certification Criteria was also amended to include a “pathway” for those harvesters returning to the fishing industry following an extended period of inactivity. The criteria now offer a clear and accommodating “pathway” for those Level I and Level II harvesters returning to the industry for licence owning/operating purposes, as well as for returning harvesters who want to pursue certification upgrading.

- **Maintained support mechanisms to assist Apprentice and Level I fish harvesters interested in pursuing certification upgrading.**

Finally, building on the work from years one and two of this planning cycle, in 2022 the PFHCB utilized a variety of support mechanisms to assist and support fish harvesters in achieving certification upgrading. The most success the PFHCB has had in generating interest and requests for assistance with certification upgrading continues to be the regular distribution of clear and detailed information and promotional materials.

During 2022, the Professional Certification and Certification Upgrading brochure noted above, accompanied by a personalized letter, was distributed to Apprentice and Level I fish harvesters. The letter introduces the PFHCB, promotes the benefits of professional certification, and encourages harvesters to contact the PFHCB with any requests or inquires related to certification or certification upgrading. Additional information on certification upgrading was distributed to fish harvesters utilizing a variety of mediums. Additional information pertaining to certification upgrading and fisheries training was sent by mail and e-mail, promoted on the PFHCB webpage, and shared on social media. Information on PFHCB certification was also included in the FFAW/Unifor Union Forum magazine, as well as The Navigator magazine. Information was also disseminated by staff at the PFHCB office, as well as by PFHCB field-staff during the delivery of community-based initiatives. Print ads aimed at promoting and encouraging professional certification were distributed by our industry partners using e-mail, webpages, newsletters and other industry publications. These activities were intended to serve the dual purpose of recruiting/retaining fish harvesters as well as encouraging and supporting certification upgrading and are part of a commitment of the PFHCB to provide fish harvesters with clear, informative and more frequent information on the requirements and opportunities for certification upgrading. All information and correspondence include an open invitation and encouragement for fish harvesters to contact the PFHCB office for additional information, clarification, guidance and/or support in their efforts to achieve certification upgrading.

Throughout this planning cycle, the PFHCB maintained a procedural tracking system for the specific purpose of supporting fish harvesters pursuing certification upgrading. PFHCB staff record all fish harvesters who inquire about, or express interest in

certification upgrading. The purpose is to have PFHCB staff continue following up with these individuals to ensure that they are provided all information and assistance required to achieve their desired certification goal. When following up with these individuals, the goal is to provide a clear and concise “personalized road map” to ensure they understand the certification requirements, how best to meet their requirements, and what assistance and support is available to assist along the way. The PFHCB is confident that this process has contributed to the increased number of fish harvesters pursuing and achieving certification upgrading.

Ensuring that harvesters have access to education credits is key to supporting their pursuit of Level I and Level II upgrading. Fishing Masters and other nautical training at MI remains the most common pathway to achieving certification upgrading, but the PFHCB’s PLAR program continues to be one of the most effective support mechanisms that the PFHCB has in place for fish harvesters pursuing education credits. The PLAR program enables fish harvesters to acquire education credits from hands-on informal learning via a standardized assessment process. Education credits (five or 10 credits per assessment, depending on the specific assessment) can be attained if an individual successfully challenges and passes a PLAR assessment. A full review and expansion of the PFHCB PLAR program was completed in 2020, and there are now 85 credits in 11 different assessment areas available through the PLAR program. More specifically, in 2022 88 PLAR participants completed 482 assessments and received more than 3,500 education credits toward their certification upgrading.

Another ongoing PFHCB initiative specifically aimed at supporting recruitment and retention of skilled labour, and promoting certification upgrading, is the PFHCB’s CrewFinder. This free service, aimed at connecting certified fish harvesters (and new recruits) with owner/operators who have crew positions available, was continued and promoted throughout 2022. The CrewFinder service functions in a dual purpose of supplying owner/operators with a source of available labour, and retaining certified fish harvesters that may otherwise leave the industry in search of work elsewhere. Additionally, PFHCB staff utilize CrewFinder as a means to identify Apprentice and Level I fish harvesters who may be interested in skills certification upgrading in order to improve their employability in the industry. More than 400 harvesters utilized this service in during the 2020-2022 planning period.

As described in detail under Issue 1, the PFHCB’s work throughout this planning cycle distributing information on TC MPR requirements has also benefited recruitment and retention of a skilled fish harvester’s labour force. The work that the PFHCB carries out in partnership with MI and the NL-FHSA to promote TC certification and regulatory compliance contributed to increased retention rates, as fish harvesters who pursue fisheries training are proven to be more likely to remain in the fisheries labour force. Additionally, the amended MPR will introduce a new Fishing Masters (FM 14m) certificate for fishing vessels less than 14 meters in length that is more suitable to small fishing vessels, takes less time to complete, and will benefit owners in the smaller boat fleets. Fisheries training that is more accessible, attainable, and more relevant to small

vessels will have positive benefits for recruitment and retention of labour in the fishing industry.

2022 was the final year of this 2020-2022 planning cycle, and the PFHCB is extremely encouraged by the success achieved in meeting the objectives on this very important issue. We look forward to continuing this work throughout the 2023-2025 planning period, and we remain confident that the PFHCB can make a positive and significant contribution to maintaining an adequate supply of skilled labour in our province's fish harvesting sector.

## **4.0 Opportunities and Challenges**

The recruitment and retention of young fish harvesters remains critical to meeting the long-term human resource needs of the fishing industry and remains a primary challenge and issue for the PFHCB. While the underlying goal of industry rationalization has been enterprise/income viability for the current and future generations of harvesters, the ability to recruit and retain new entrants to the industry means reversing a counterintuitive trend. Therefore, it is critically important that the industry continues to attract adequate numbers of certified fish harvesters to meet the ongoing labour demands of the industry.

Despite these challenges, there were many positives during the 2020-2022 planning period. It produced the largest number of new entrants to the fishery in over a decade, and the number of harvesters upgrading their status increased steadily over the past six years, from 104 in 2017 to 198 in 2022. Over that same period, the trend of an aging fish harvester population began to stabilize. These improving labour trends present a significant opportunity for the PFHCB to continue working closely with existing fish harvesters and new entrants to promote and support certification upgrading. Going forward, the PFHCB will continue to maximize these opportunities to ensure that the industry's present and future labour supply needs are met.

**Annex A:  
Audited Financial Statements**

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**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**  
**Financial Statements**  
**Year Ended December 31, 2022**

**QUINLAN BOLAND BARRETT CPA PROFESSIONAL CORPORATION**

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**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**

**Index to Financial Statements**

**Year Ended December 31, 2022**

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Statement of Revenues and Expenditures	4
Statement of Changes in Net Assets	5
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**QUINLAN BOLAND BARRETT CPA PROFESSIONAL CORPORATION**

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# QUINLAN BOLAND BARRETT

CPA PROFESSIONAL CORPORATION

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Professional Fish Harvesters Certification Board

### *Opinion*

We have audited the financial statements of Professional Fish Harvesters Certification Board (the organization), which comprise the statement of financial position as at December 31, 2022, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the organization in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)

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Independent Auditor's Report to the To the Members of Professional Fish Harvesters Certification Board  
(continued)

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

St. John's, Newfoundland and Labrador  
March 29, 2023

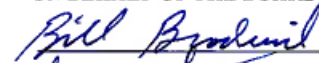

*Quinlan Beland Barrett*  
CHARTERED PROFESSIONAL ACCOUNTANTS

**QBB**

**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**  
**Statement of Financial Position**  
**December 31, 2022**

	2022	2021
<b>ASSETS</b>		
Current		
Cash	\$ 24,775	\$ 55,638
Term deposits	1,490,216	1,319,662
Accounts receivable	78,002	104,786
Harmonized sales tax recoverable	8,831	500
Prepaid expenses	9,677	6,865
	<u>1,611,501</u>	<u>1,487,451</u>
Property, plant and equipment (Note 4)	1,279,272	1,324,691
	<u>\$ 2,890,773</u>	<u>\$ 2,812,142</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current		
Accounts payable and accrued liabilities	\$ 207,255	\$ 167,648
Unearned revenue	65,000	80,700
	<u>272,255</u>	<u>248,348</u>
Accrued severance pay (Note 5)	72,935	68,807
	<u>345,190</u>	<u>317,155</u>
Net Assets		
Unrestricted fund	1,266,311	1,170,296
Invested in capital assets	1,279,272	1,324,691
	<u>2,545,583</u>	<u>2,494,987</u>
	<u>\$ 2,890,773</u>	<u>\$ 2,812,142</u>

**ON BEHALF OF THE BOARD**

 Director  
 Director

See notes to financial statements

**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**  
**Statement of Revenues and Expenditures**  
**Year Ended December 31, 2022**

	2022	2021
<b>Revenues</b>		
Registration fees	\$ 806,675	\$ 813,075
Basic safety training	167,340	680
Rental revenue	49,500	20,625
Other revenue	39,130	42,897
Interest income	34,882	39,959
CCPFH	25,214	14,412
Prior learning assessment and recognition	19,609	6,913
Sealers workshops and miscellaneous services	2,339	6,035
Canada Emergency Wage Subsidy	-	74,669
	<b>1,144,689</b>	<b>1,019,265</b>
<b>Expenses</b>		
Advertising and promotional material	9,267	6,375
Amortization	51,786	49,921
Appeals	13,531	16,125
Building operations	58,121	60,448
Business tax	11,772	12,851
CCPFH	6,906	-
Communications	10,229	10,397
Insurance	6,008	6,601
Interest and bank charges	18,740	16,453
Interest on long term debt	-	9,885
Meetings - board and other	35,659	35,006
Office and computer supplies	75,406	60,097
Postage	26,456	25,136
Prior learning assessment and recognition project	31,680	10,612
Professional fees	13,955	22,428
Public relations initiatives	5,283	14,799
Safety training	144,207	7,045
Repairs and maintenance	8,298	53,791
Sealer workshop expenses	1,240	-
PLB Program	104,348	-
Wages and employee benefits	506,311	440,004
	<b>1,139,203</b>	<b>857,974</b>
<b>Excess of revenues over expenses from operations</b>	<b>5,486</b>	<b>161,291</b>
<b>Other income</b>		
Loss on disposal of property, plant and equipment	-	(1,356)
Insurance recovery (Note 7)	45,110	-
	<b>45,110</b>	<b>(1,356)</b>
<b>Excess of revenues over expenses</b>	<b>\$ 50,596</b>	<b>\$ 159,935</b>

See notes to financial statements

**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**  
**Statement of Changes in Net Assets**  
**Year Ended December 31, 2022**

	Unrestricted Fund	Invested in Capital Assets	2022	2021
<b>Net assets - beginning of year</b>	\$ 1,170,296	\$ 1,324,691	\$ 2,494,987	\$ 2,335,052
<b>Excess of revenues over expenses</b>	96,015	(45,419)	50,596	159,935
<b>Net assets - end of year</b>	\$ 1,266,311	\$ 1,279,272	\$ 2,545,583	\$ 2,494,987

See notes to financial statements

**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**  
**Statement of Cash Flows**  
**Year Ended December 31, 2022**

	2022	2021
<b>Operating activities</b>		
Excess of revenues over expenses	\$ 50,596	\$ 159,935
Items not affecting cash:		
Amortization of property, plant and equipment	51,786	49,921
Loss on disposal of property, plant, and equipment	-	1,356
	<b>102,382</b>	<b>211,212</b>
<b>Changes in non-cash working capital</b>	<b>43,677</b>	<b>82,787</b>
Cash flow from operating activities	<b>146,059</b>	<b>293,999</b>
<b>Investing activities</b>		
Purchase of property, plant and equipment	(6,368)	(32,907)
Proceeds on disposal of property, plant and equipment	-	400
Cash flow used by investing activities	<b>(6,368)</b>	<b>(32,507)</b>
<b>Financing activity</b>		
Repayment of long term debt	-	(274,074)
<b>Increase (decrease) in cash flow</b>	<b>139,691</b>	<b>(12,582)</b>
Cash - beginning of year	<b>1,375,300</b>	<b>1,387,882</b>
<b>Cash - end of year</b>	<b>\$ 1,514,991</b>	<b>\$ 1,375,300</b>
<b>Cash flows supplementary information</b>		
Interest received	\$ (34,882)	\$ (39,959)
Interest paid	\$ 18,739	\$ 26,339
<b>Cash consists of:</b>		
Cash	\$ 24,775	\$ 55,638
Term deposits	1,490,216	1,319,662
	<b>\$ 1,514,991</b>	<b>\$ 1,375,300</b>

See notes to financial statements

**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**

**Notes to Financial Statements**

**Year Ended December 31, 2022**

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1. PURPOSE OF THE ORGANIZATION

The Professional Fish Harvesters Certification Board (the "Board") is a not-for-profit organization, enacted in June, 1996 under the Newfoundland act entitled "Professional Fish Harvesters Act." The Board commenced active operations in February, 1997. The Board has a number of objectives including the promotion of the interest of fish harvesters as a professional group, defining standards for professionalism and acting in an advisory role to the federal and provincial governments. The company is exempt from income taxes in accordance with Section 149(1) of the Income Tax Act.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Cash and Cash Equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in term deposits and are valued at cost plus accrued interest. The carrying amounts approximate fair value.

Revenue Recognition

Registration fees are recognized as revenue on an accrual basis of accounting.

The Board follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable.

Contributed Services

Contributed services are recognized in the financial statements when the fair value of such services may be reasonably determined.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Property, plant and equipment

Property, plant and equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life at the following rates and methods:

Land improvements	10%	declining balance method
Building	40 years	straight-line method
Equipment	20%	declining balance method
Computer equipment	20%	declining balance method
Signs and logo	30%	declining balance method

The organization regularly reviews its property, plant and equipment to eliminate obsolete items. Government grants are treated as a reduction of property, plant and equipment cost.

Property, plant and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**  
**Notes to Financial Statements**  
**Year Ended December 31, 2022**

3. DUE TO RELATED PARTIES

The following is a summary of the organization's related party transactions:

	2022	2021
<u>Related party transactions</u>		
Newfoundland and Labrador Fish Harvesting Safety Association		
Incorporated		
<i>(Overlapping directors)</i>		
Administrative assistance	\$ 21,739	\$ 21,739
Office space	17,391	17,391
	<b>\$ 39,130</b>	<b>\$ 39,130</b>

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

4. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2022 Net book value
Land	\$ 150,000	\$ -	\$ 150,000
Land improvements	51,525	37,702	13,823
Building	1,551,190	484,747	1,066,443
Equipment	61,467	30,418	31,049
Computer equipment	37,622	19,748	17,874
Signs and logo	7,077	6,994	83
	<b>\$ 1,858,881</b>	<b>\$ 579,609</b>	<b>\$ 1,279,272</b>

	Cost	Accumulated amortization	2021 Net book value
Land	\$ 150,000	\$ -	\$ 150,000
Land improvements	51,525	36,166	15,359
Building	1,551,190	445,967	1,105,223
Equipment	57,860	23,107	34,753
Computer equipment	34,861	15,624	19,237
Signs and logo	7,077	6,958	119
	<b>\$ 1,852,513</b>	<b>\$ 527,822</b>	<b>\$ 1,324,691</b>

5. ACCRUED SEVERANCE PAY

The Board has established retirement benefits for its employees. The cost is accrued annually in accordance with the established guidelines and policies.



**PROFESSIONAL FISH HARVESTERS CERTIFICATION BOARD**

**Notes to Financial Statements**

**Year Ended December 31, 2022**

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6. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of December 31, 2022.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant other price risks arising from these financial instruments.

7. INSURANCE PROCEEDS

On April 4, 2021 the building in which the Board is located had a minor fire and the offices suffered water damage from the sprinkler system. Insurance proceeds related to the fire were recovered in 2022.