

New Brunswick Chapter  
**General Meeting Minutes**  
Worker's Rehabilitation Centre  
Grand Bay – Westfield, NB  
February 4th, 2015

1. Call to Order

Meeting called to order at 1:00pm by Dan Ouellette

Each member/guest introduced themselves. A total of 35 people were in attendance. See attached.

2. Approval of Agenda

Moved by Cathy

3. Previous Meeting Minutes

Minutes read by Dan Ouellette

Moved to accept as read by Bruce Harquail, Seconded by Jerry Doucette

4. Correspondence

No correspondence

5. President's Report

Dan presented the Presidents report with 2 key initiatives for the chapter

1) CSSE to become a stakeholder with WorkSafe NB by helping to provide direction with pending legislation.

2) Providing value to our members.

To help with the second initiative one of the Board of Directors will be contacting each member to discuss what they see can help with engagement and how can the NB Chapter provide more value to the membership.

6. Financial Report

2014-2015      \$-5000.13

Bank            \$20,238.01

GIC              \$5000.00

See attached for financial details

7. Committee Reports

a) NAOSH

NAOSH week is May 3 to 9 this year.

Jaime reported that the regional representatives met and are finalizing the dates and locations of the breakfasts.

We are changing the donation formula this year as in the past we asked for \$300 for NAOSH



## New Brunswick Chapter

support. We also would reach out to businesses at other times of the year for other fundraising initiatives so it was decided that we would increase the request of the donation to \$500 and this would include the following:

- NAOSH Breakfast sponsorship (logo and mention in the program)
- Logo display and mention at all NB Chapter sponsored events (meetings, professional development, etc.)
- Free job posting on the NB CSSE Website (fee is currently \$50 for 6 weeks)
- Company name and/or logo displayed on NB Chapter website

### b) WorkSafeNB Conference

The WorkSafe conference this year will be October 7, 8 and 9, 2015 at the Fredericton Convention center.

Darrel reported that Steve Garnett attended close out meeting earlier this year and Darrel will be attending first planning meeting on Friday, February 6.

CSSE sits on the conference committee to help develop the content of the conference so Darrel asked that if anyone has a topic that they believe would be relevant for the conference to let him or another board member know and we would pass along to WorkSafe.

### c) Professional Development

The contact call that Dan mentioned earlier will help with the identification of what the members are looking for from Professional Development.

Deborah Brideau from UNB is the committee chair for Professional Development and she will be working with the feedback to identify some development opportunities.

### d) Fundraising

This was discussed earlier during the NAOSH discussion as Jaime is also looking after fundraising.

### e) Membership

As of December there were 131 members with the New Brunswick chapter.

### f) Awards & Nominations

Nothing new to report - This is typically reviewed at our Annual General Meeting where long service awards are handed out.

### g) Social

Steve mentioned this also was a question on the contact survey as in the past we have had a social day as well as tied it to a professional development day so we want to find out what do the members want to do for a social. Some examples would be a golf outing, professional



## New Brunswick Chapter

speaker and social after.

### h) Programs

This was added to the agenda by Dan as he wanted to let the membership know when the upcoming meetings and events are:

APRIL 22 – Delta Hotel – Saint John – Time TBD (in conjunction with Safety Service Conference)

MAY 3 – 9 – NAOSH week

MAY 21 – 23 – Place TDB – Fredericton – Time TBD (in conjunction with National CSSE Board meetings being held in Fredericton)

SEPT 22-23 – CSSE PDC – Ottawa

OCT 7 – Fredericton Convention Center – Fredericton – Time TBD (in conjunction with the WorkSafe NB Conference)

DEC – Time and place TBD – Annual Board of Directors planning meeting

### 8. New Business

- a. The Manufactured Housing Association with Safety Services NB are holding a one day course on due diligence, transportation of homes incl. traffic control, overview of employer responsibilities, fall protection overview and safe working practices. On Feb 25 2015. Contact Jim Arsenault of Safety Services or Wayne McAllister of Maple Leaf Homes for more information.
- b. We have secured the CSSE booth from National for both the Safety Services and the WorkSafe conference and we are looking for volunteers to be at the booth to explain to people what the CSSE is and what we do in the hopes of attracting new members. If you are interested, please contact Darrel Nickerson or Steve Garnett.
- c. Kim Froats brought up that WorkSafe is looking a review of the possibility of introducing Process Safety Management Legislation. Kim suggested the board contact WorkSafe to see if we can be included in these conversations as there are a number of folks in the room that will be impacted as well as have a good knowledge or processes currently in place that may assist in the discussions. Darrel said that he would contact Shelly Dauphinee from WorkSafeNB to start the dialogue.

### 9. Open Discussion

- a. A question was asked if anyone had any updated training on the new CSA Z462-2015 workplace Electrical Safety Standard. It was mentioned that Source Atlantic has a 3-4 day course and Steve Garnett said that Point Lepreau has just completed extensive training on this and would speak to Kim after the meeting.
- b. Another question was asked if people were aware of the new CSA Standard Psychological Health and Safety in the Workplace Health. It was suggested that it may be a good topic for a presentation at a future meeting.



### New Brunswick Chapter

- c. A question was asked if everyone was familiar with the new ISO Safety Standard (ISO 45001) and the benefits over OHSAS 18001. It was also suggested as a potential topic for a future meeting.
- d. It was mentioned that there should be discussion on National training standards as there are a lot of workers who move around the various provinces and it makes it difficult to continually train people in the various provinces.
- e. It was also mentioned that last year or two years ago there was a survey that came out from National on what do the members want from the CSSE and a few members took the time to fill it out and were upset that National has not passed this along to the chapter. They were also concerned that now we are going to be calling and asking the same questions that were answered before. Dan apologized for the duplicate effort and said he would contact National to try and get copies of the responses.

#### 10. Next Meeting: Date, Time, Location

The next meeting will be held at the Delta Brunswick Hotel in Saint John, NB with the time to be determined and sent out with the meeting notice.

#### 11. GHS Update

Roberto Sgrosso and Angela Francoeur from WorkSafeNB presented an update on the WHMIS changes that will be implemented this year. A copy of their presentation will be sent to the membership with the minutes.

#### 12. Adjournment

Meeting was adjourned at 3:10 pm.

Respectfully Submitted,

Darrel Nickerson  
1<sup>st</sup> VP

**Income/Expense**

01/07/14 Through 04/02/15 (in Canadian Dollars)

Category Description	01/07/14- 04/02/15
<b>INCOME</b>	
Advertising Rebate National	100.00 1,957.50
<b>TOTAL INCOME</b>	<u>2,057.50</u>
<b>EXPENSES</b>	
Gifts&Awards	125.42
IT	226.00
Meetings	1,164.99
NAOSH	500.00
Office Supplies	46.22
TO Investment GIC	5,000.00
<b>TOTAL EXPENSES</b>	<u>7,062.63</u>
<b>OVERALL TOTAL</b>	<u>-5,005.13</u>

# Net Worth

(Includes unrealized gains)  
As of 04/02/15 (in Canadian Dollars)

Account	04/02/15 Balance
<b>ASSETS</b>	
Cash and Bank Accounts	20,238.01
CSSE 2011-	<u>20,238.01</u>
<b>TOTAL Cash and Bank Accounts</b>	
	<u>20,238.01</u>
<b>TOTAL ASSETS</b>	
	<u>20,238.01</u>
<b>LIABILITIES</b>	0.00
<b>OVERALL TOTAL</b>	
	<u>20,238.01</u>

# NB CSSE 2014-15 Monthly Transaction

01/07/14 Through 04/02/15 (in Canadian Dollars)

Date	Num	Description	Memo	Category	Amount
		BALANCE 30/06/14			25,243.14
24/07/14	31	Mighty Community Group	Web Maintenance	IT:Website	-45.20
28/08/14	DEP	CSSE Membership Rebate 2013	2013 Rebate	Rebate National	1,957.50
29/08/14	DEP	Fornebu Lumber Company	Cheque #902643	Advertising	50.00
26/09/14	DEP	Imperial Manufacturing Group	Cheque # 75600 6 week job...	Advertising	50.00
28/08/14	32	Mighty Community Group	Web Maintenance	IT:Website	-45.20
28/08/14	33	Michael Berube		Meetings:Frames	-5.65
			Book of 30	Office Supplies:Stamps	-28.82
26/09/14	34	Mighty Community Group	Web Maintenance	IT:Website	-45.20
30/09/14	35	Dan Ouellette	AGM	Meetings:Door Prizes	-507.34
30/09/14	36	Mary Lee Dawson	Anniversary Pins	Gifts&Awards	-125.42
29/10/14	37	Threads Of Life	on behalf of guest speakers	NAOSH:Donation	-500.00
29/10/14	38	Mighty Community Group	Web Maintenance	IT:Website	-45.20
29/10/14	39	Michael Berube	BOD AGM Lunch	Meetings:Meal	-56.32
			AGM Refreshments	Meetings:Meal	-477.03
			AGM	Meetings:Room Rental	-96.05
			AGM Interenet Connection	Meetings:Misc	-22.60
21/11/14	40	Mighty Community Group	Audit Documents	Office Supplies:Postage&Shipping	-17.40
08/12/14	TXFR	BMO	Web Maintenance	IT:Website	-45.20
		TOTAL 01/07/14 - 04/02/15		[Investment GIC]	-5,000.00
		BALANCE 04/02/15			-5,005.13
		TOTAL INFLOWS			20,238.01
		TOTAL OUTFLOWS			2,057.50
		NET TOTAL			-7,062.63
					-5,005.13



New Brunswick Chapter  
General Meeting – Attendance

**Date:** February 4, 2015  
**Place:** Worker's Rehab Centre, Grand Bay-Westfield NB  
**Time:** 1:00 p.m. – 3:00 p.m.

Print Name	Signature	Company	Member/Guest
ALTON Newman	<i>Alton Newman</i>	Levitt Safety	member
Bruce Hargrave	<i>Bruce Hargrave</i>	WorkSafe NB	member
GREG FERGUS	<i>Greg Fergus</i>	Truing Paper Paper	
Jacques Theriault	<i>Jacques Theriault</i>	Twin Rivers Paper	
MARC ROY	<i>Marc Roy</i>	JACOBS	MEMBER
GREG DORAN	<i>Greg Doran</i>	JACOBS	MEMBER
Shelley O'Dell	<i>Shelley O'Dell</i>	Coast Tire	member
Patti Fowlie	<i>Patti Fowlie</i>	LMC	Member.
Cathy Wallace	<i>Cathy Wallace</i>	Lmc	Member
LONDON LEE	<i>London Lee</i>	NBFSA	GUEST
Susi Chamberlain	<i>Susi Chamberlain</i>	RPC	member.
Benoit THERIAULT	<i>Benoit Theriault</i>	ADM	member
Joanne Betts	<i>J. Betts</i>	Fundypros	member

Guests are always welcome!





New Brunswick Chapter  
General Meeting – Attendance

**Date:** February 4, 2015  
**Place:** Worker's Rehab Centre, Grand Bay-Westfield NB  
**Time:** 1:00 p.m. – 3:00 p.m.

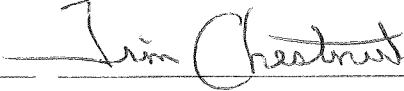



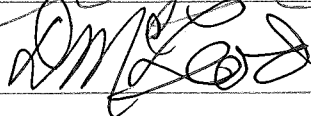
Print Name	Signature	Company	Member/Guest
Kim FROATIS	<i>[Signature]</i>	McCain Foods	Member
Sheri Doucet	<i>[Signature]</i>	W.B Power Nuclear	Woman member
Sarah Riche	<i>[Signature]</i>	NB Power-Nuclear	Member.
JEREMY CRESSELL	<i>[Signature]</i>	LAFARGIE CANADA INC.	Member.
ROSS MOULAND	<i>[Signature]</i>	IRVING PULP & PAPER	MEMBER
Alex Pine	<i>[Signature]</i>	ACS Sussex	member.
Cody Arnold	<i>[Signature]</i>	BIRD Construction	Member
Lloyd Merriam	<i>[Signature]</i>	MERRIAM Safety Services Inc	
WAYNE Mac ALLISTER	<i>[Signature]</i>	MLH	
Jim ASENHULT	<i>[Signature]</i>	SSNB	MEMBER
Stan Mac Neil	<i>[Signature]</i>		Member
Sheri Doucet	<i>[Signature]</i>	CITY of Merida	MEMBER
Jeremy Randall	<i>[Signature]</i>	Kimberly Tucker	member

Guests are always welcome!



New Brunswick Chapter  
**General Meeting – Attendance**

**Date:** February 4, 2015  
**Place:** Worker's Rehab Centre, Grand Bay-Westfield NB  
**Time:** 1:00 p.m. – 3:00 p.m.

Print Name	Signature	Company	Member/Guest
Tim Chestnut		Irving Oil Refining	Member
Rob Thompson		JDI	Guest
Michael Johnston		JD Irving	Member
Craig Silliphant		AIC/ATS	Member
Dave McLeod		Kimberly-Clark	Member

Guests are always welcome!



New Brunswick Chapter  
**General Meeting – Attendance**

**Date:** February 4, 2015

**Place:** Worker's Rehab Centre, Grand Bay-Westfield NB

**Time:** 1:00 p.m. – 3:00 p.m.

Print Name	Signature	Company	Member/Guest
DAN Ouellette		Clow Canada	M
Darrel Nickerson		JD Irving	M
Stephen Garnett		NB Power	M
JAMIE Pellegrini		Moosehead Brewery	M

Guests are always welcome!