



New Brunswick Chapter

CSSE General Meeting Minutes

Adair's Wilderness Lodge – Shepody NB

June 15, 2012

Attendees:

Members:

Elaine Gilmore
Barbara McFarlane
Shelley O'Dell
Michael Berube
Mary Lee Dawson
Carol Ferguson-Scott

Marc Roy
Garry Prosser
Hubert Pickard
Jeremy Randall
Grant Aune
Greg Doran

Guest:

None

Call to Order:

Call to order by Barb McFarlane at 10:30am

Introductions: Everyone in attendance introduced themselves, stating name and what company they work for and if they are a member or potential member.

Approval of Agenda: Moved by Mary Lee Dawson – 2nd Mike Berube. Approved.

Financial Report: \$11441.78 as at June 15, 2012. Full report will be attached to the minutes on the website viewable at www.csse-nb.org

Correspondence: Barb spoke about email she had sent out in regards to the member survey. There were 15 respondents, 11.5% of membership approx. Discussion ensued on how to get more involvement; currently only 10% attending meetings.

Meeting schedule needs to be updated on website as it is currently showing 2011 schedule. Also the upcoming meetings need to be kept up to date. Group agreed that having meetings at SSNB Symposium in spring and WSNB Conference is good because many members attend. Also would like to see more guest speakers mixed in with facility tours, possibility lunch and learns or evening socials.

Group would like to also see schedule made for the year or two. Thought is to pick a day of the week/in a certain week and stick with that: ie every 2nd Tuesday of these months.



New Brunswick Chapter

Garry Prosser noted that there is not as much WSNB involvement as in the past. The Education Consultants may be coming on board as WSNB is looking at them pursuing their CHSC designation.

Reports:

Membership: We are still standing in the 130 plus/minus area.

Education: Shelley always looking for input. Obligations & liabilities planned for the fall.

Programs:

General Meeting in August will be Moncton Airport
PDC in Niagara Falls, September 9-12, 2012

WSNB Conference:

WorkSafeNB Conference will be September 26-28th, 2012. CSSE will be sponsoring a keynote speaker by the name of Luis Sanchez.

NAOSH: NAOSH was a huge success as it was well attended. The numbers that registered vs actual were good. NAOSH will generate over \$5,000 in revenue for the Chapter. There were 7 breakfasts instead of 9 as in previous years which helped save on costs. There was a hiccup with registration but will be resolved for next year.

Website: Need to keep meeting schedule updated.

RVP: Mary Lee informed the group of the upcoming elections for positions on the BOD for CSSE. Barb McFarlane and Don Ross are nominated for RVP as Mary Lee is finishing her 2 year term this fall and is not seeking re-election.

CSSE National will be offering a 1 time only rebate of \$500 to a chapter of less than 50 people.

Z1001 Occupational Health and Safety Training draft is now available for Public Review on the CSA website until July 24th, 2012. <http://publicreview.csa.ca/Home/Category/010>

This fall CSSE will release its first ever Annual Report.

New Business: The chapter will have several BOD positions available this fall. If interested contact Barbara McFarlane.

Open Discussion: Nothing else to add.



New Brunswick Chapter

Motion to adjourn: Michael, Shelley at 12:30pm

Next Meeting: August 22, 2012 – Moncton Airport (details to come)

Respectfully Submitted,

Michael Berube CRSP



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Michael Berube CRSP

Net Worth
(Includes unrealized gains)
As of 30/06/12 (in Canadian Dollars)

12/06/12

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Account	30/06/12 Balance
ASSETS	
Cash and Bank Accounts	
CSSE 2011-	11,441.78
CSSE Chapter NB	0.00
TOTAL Cash and Bank Accounts	11,441.78
TOTAL ASSETS	11,441.78
LIABILITIES	0.00
OVERALL TOTAL	11,441.78

2011-2012 Income/Expense
01/07/11 Through 30/06/12 (in Canadian Dollars)

Category Description	01/07/11- 30/06/12
INCOME	
Advertising	100.00
Education Day Inc	2,685.00
Interest Inc	0.63
NAOSH Income	12,648.67
Rebate National	1,859.00
TOTAL INCOME	17,293.30
EXPENSES	
Bank Charge	12.50
Conference	887.50
Education Day Exp	2,343.60
Gifts&Awards	21.41
IT	565.00
Meetings	731.09
NAOSH	10,701.56
Office Supplies	41.36
Void	0.00
TOTAL EXPENSES	15,304.02
OVERALL TOTAL	1,989.28

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

12/06/12

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Date	Description	Memo	Category	Amount
	INCOME			
	Advertising			
05/12/11	OSCO Group Services Limited	Invoice 2011-58	Advertising	50.00
05/04/12	OSCO Group Services Limited	Invoice #59 Cheque #1...	Advertising	50.00
	TOTAL Advertising			100.00
	Education Day Inc			
	Registration			
05/07/11	SMUNB	Cheque # 13443	Education Day Inc:Registration	875.00
05/07/11	NBFSA	Cheque #1854	Education Day Inc:Registration	620.00
14/07/11	Bell Aliant	Cash	Education Day Inc:Registration	310.00
14/07/11	All Lift Truck Training	Cheque # 2445	Education Day Inc:Registration	50.00
05/08/11	Moosehead	Cheque #163795	Education Day Inc:Registration	620.00
25/08/11	Bill Nichol, CSSE Member		Education Day Inc:Registration	50.00
08/06/12	Bird Construction Company		Education Day Inc:Registration	160.00
	TOTAL Registration			2,685.00
	TOTAL Education Day Inc			2,685.00
	Interest Inc			
29/07/11	Bank		Interest Inc	0.08
31/08/11	Bank		Interest Inc	0.09
30/09/11	Bank		Interest Inc	0.09
31/10/11	Bank		Interest Inc	0.09
30/11/11	Bank		Interest Inc	0.07
30/12/11	Bank		Interest Inc	0.07
31/01/12	Bank		Interest Inc	0.07
29/02/12	Bank		Interest Inc	0.07
	TOTAL Interest Inc			0.63
	NAOSH Income			
	Reimbursement			
31/01/12	CSSE National	Cheque #5750	NAOSH Income:Reimbursement	198.67
	TOTAL Reimbursement			198.67
	Sponsor			
27/02/12	WorkSafeNB		NAOSH Income:Sponsor	1,000.00
05/04/12	City Of Moncton	Cheque # 225885 2011 &...	NAOSH Income:Sponsor	600.00
05/04/12	Sunny Corner Ent.	Cheque # 59224	NAOSH Income:Sponsor	300.00
05/04/12	Stewart McKelvey	Cheque #18673	NAOSH Income:Sponsor	300.00
05/04/12	Dexter	Cheque #23981	NAOSH Income:Sponsor	300.00
05/04/12	Clow Canada	Cheque #4098	NAOSH Income:Sponsor	300.00
05/04/12	Advantage Fleet Services	Cheque #1654	NAOSH Income:Sponsor	300.00
05/04/12	NBCSA	Cheque #3971	NAOSH Income:Sponsor	300.00
05/04/12	FundyPros	Cheque #3488	NAOSH Income:Sponsor	300.00
05/04/12	Potash Corp	Cheque #10216506	NAOSH Income:Sponsor	300.00

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

12/06/12

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Date	Description	Memo	Category	Amount
23/04/12	Nadeau Poultry	Cheque #70710	NAOSH Income:Sponsor	300.00
23/04/12	Levitt Safety	Cheque #340	NAOSH Income:Sponsor	300.00
23/04/12	NBFSA	Cheque #2126	NAOSH Income:Sponsor	300.00
23/04/12	Bird	Cheque #30450	NAOSH Income:Sponsor	300.00
23/04/12	FERO	Cheque #50084	NAOSH Income:Sponsor	300.00
23/04/12	Irving Oil Limited	Cheque #12547	NAOSH Income:Sponsor	300.00
27/04/12	A1 Lumpers (2010) Inc.	Cheque #926	NAOSH Income:Sponsor	300.00
27/04/12	McCain Foods (Canada)	Cheque #970340	NAOSH Income:Sponsor	300.00
27/04/12	Coast Tire	Cheque # 193686	NAOSH Income:Sponsor	300.00
27/04/12	Grant Thornton	Cheque #6910	NAOSH Income:Sponsor	300.00
27/04/12	Bayside Power L.P.	Cheque #2279	NAOSH Income:Sponsor	300.00
27/04/12	Maple Leaf Homes	Cheque #81733	NAOSH Income:Sponsor	300.00
27/04/12	City Of Bathurst	Cheque #121741	NAOSH Income:Sponsor	100.00
27/04/12	Midland Transport	Cheque #1270924	NAOSH Income:Sponsor	300.00
04/05/12	NB Power Holding	Cheque #20120425	NAOSH Income:Sponsor	1,200.00
04/05/12	Pro Insul	Cheque #41785	NAOSH Income:Sponsor	300.00
04/05/12	MRDC	Cheque #23396	NAOSH Income:Sponsor	300.00
04/05/12	LMC	Cheque #54770	NAOSH Income:Sponsor	300.00
04/05/12	Xstrata Zinc Canada	Cheque #820245	NAOSH Income:Sponsor	300.00
04/05/12	CBI Health Centre	Cheque #2388	NAOSH Income:Sponsor	250.00
22/05/12	Occupational Concepts	Cheque #17	NAOSH Income:Sponsor	300.00
22/05/12	Matrix	Cheque #90017390	NAOSH Income:Sponsor	300.00
29/05/12	Dan Comiskey Consulting Inc.	Cheque #22	NAOSH Income:Sponsor	300.00
29/05/12	JD Irving Ltd	Direct Deposit	NAOSH Income:Sponsor	300.00
04/06/12	HRANB	Cheque #162	NAOSH Income:Sponsor	300.00
08/06/12	Scotiabank	Cheque #359438	NAOSH Income:Sponsor	300.00
	TOTAL Sponsor			<u>12,450.00</u>
	TOTAL NAOSH Income			<u>12,648.67</u>
05/08/11	Rebate National			
	CSSE National	Cheque #5555	Rebate National	1,859.00
	TOTAL Rebate National			<u>1,859.00</u>
	TOTAL INCOME			<u>17,293.30</u>
	EXPENSES			
	Bank Charge			
	Stop Payment Fee			
29/09/11	Bank	Cheque lost in mail	Bank Charge:Stop Payment Fee	-12.50
	TOTAL Stop Payment Fee			<u>-12.50</u>
	TOTAL Bank Charge			<u>-12.50</u>
16/08/11	Conference			
	WorkSafeNB	Booth Rental Invoice 017	Conference	<u>-887.50</u>

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

12/06/12

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Date	Description	Memo	Category	Amount
	TOTAL Conference			-887.50
	Education Day Exp			
	Meals			
01/09/11	Michael Berube	Ice	Education Day Exp:Meals	-14.00
	TOTAL Meals			-14.00
	Presenter Fee			
12/07/11	Advantage Fleet Services	13 @ \$160.00	Education Day Exp:Presenter Fee	-2,329.60
	TOTAL Presenter Fee			-2,329.60
	TOTAL Education Day Exp			-2,343.60
	Gifts&Awards			
18/10/11	River Signs	2011 Chair Award: Scott ...	Gifts&Awards	-21.41
	TOTAL Gifts&Awards			-21.41
	IT			
	Website			
05/07/11	Mighty Community Group	Web Maintenance	IT:Website	-67.80
05/08/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
01/09/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
11/10/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
07/11/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/12/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/01/12	Mighty Community Group	Web Maintenance	IT:Website	-45.20
06/02/12	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/03/12	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/04/12	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/05/12	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/06/12	Mighty Community Group	Web Maintenance	IT:Website	-45.20
	TOTAL Website			-565.00
	TOTAL IT			-565.00
	Meetings			
	Meal			
18/10/11	Crowne Plaza		Meetings:Meal	-448.59
	TOTAL Meal			-448.59
	Room Rental			
18/10/11	Crowne Plaza		Meetings:Room Rental	-282.50
	TOTAL Room Rental			-282.50
	TOTAL Meetings			-731.09
	NAOSH			
	AV Rental			

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

12/06/12

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Date	Description	Memo	Category	Amount
05/07/11	**VOID**Holiday Inn Express	NAOSH Moncton	NAOSH:AV Rental	0.00
03/10/11	Holiday Inn Express	NAOSH Moncton	NAOSH:AV Rental	-39.55
	TOTAL AV Rental			-39.55
Awards				
22/05/12	Barbara McFarlane	NAOSH Miramichi	NAOSH:Awards	-20.00
	TOTAL Awards			-20.00
IT Services				
27/02/12	Mighty Community Group	Registration Form	NAOSH:IT Services	-220.35
	TOTAL IT Services			-220.35
Meal				
05/07/11	**VOID**Holiday Inn Express	NAOSH Moncton	NAOSH:Meal	0.00
03/10/11	Holiday Inn Express	NAOSH Moncton	NAOSH:Meal	-1,319.96
22/05/12	Gerry Levesque	NAOSH Woodstock 75 ...	NAOSH:Meal	-750.00
22/05/12	Clarion Hotel & Conference Centre	NAOSH Edmundston 80 ...	NAOSH:Meal	-1,138.36
22/05/12	Atlantic Host Hotel		NAOSH:Meal	-985.22
22/05/12	Lily Lake Pavilion		NAOSH:Meal	-1,800.47
22/05/12	Holiday Inn Express	NAOSH Moncton 90 @ \$...	NAOSH:Meal	-1,397.62
22/05/12	Rodd Miramichi River		NAOSH:Meal	-856.89
04/06/12	Ramada Fredericton	NAOSH Fredericton	NAOSH:Meal	-1,242.32
	TOTAL Meal			-9,490.84
Printing				
23/04/12	Newcastle Printing		NAOSH:Printing	-91.53
	TOTAL Printing			-91.53
Room Rental				
05/07/11	**VOID**Holiday Inn Express	NAOSH Moncton	NAOSH:Room Rental	0.00
03/10/11	Holiday Inn Express	NAOSH Moncton	NAOSH:Room Rental	-28.25
22/05/12	Atlantic Host Hotel		NAOSH:Room Rental	-113.00
22/05/12	Lily Lake Pavilion	Balance of room rental	NAOSH:Room Rental	-499.73
22/05/12	Rodd Miramichi River		NAOSH:Room Rental	-56.50
	TOTAL Room Rental			-697.48
Shipping&Postage				
05/04/12	NBFSA		NAOSH:Shipping&Postage	-11.53
22/05/12	Coast Tire		NAOSH:Shipping&Postage	-130.28
	TOTAL Shipping&Postage			-141.81
	TOTAL NAOSH			-10,701.56
Office Supplies				
Stamps				
22/03/12	Judy Richard	60 Stamps	Office Supplies:Stamps	-41.36

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

12/06/12

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Date	Description	Memo	Category	Amount
	TOTAL Stamps			-41.36
	TOTAL Office Supplies			-41.36
23/04/12	Void			
	Void	JDI Direct Deposit	Void	0.00
	TOTAL Void			0.00
	TOTAL EXPENSES			-15,304.02
	OVERALL TOTAL			1,989.28