

MINUTES – BOARD MEETING
12:00pm-4:30pm October 24, 2018 and 8:00am – 1:30pm October 25, 2018

Present: Haley Flaro, Douglas Jones, Julie Marr, Lucien Sonier, Hector Losier, Jim Stanley, Donna McNeill, Michael MacMullin, Gaëtan Guérette

Absent: Tina Soucy

Staff present: Sonia Lanteigne, Susan Layton

Staff present for portion of meeting: Carolyn MacDonald, Laragh Dooley, Scott Allaby, Crispina Caballero, Cathy Bent

Also present for a portion of the meeting: Conrad Ferguson (Morneau Shepell), Claude Francoeur (Ernst & Young)

1 Chairperson’s Report

The acting Chairperson welcomed board members to the meeting. She also welcomed Susan Layton to the meeting who is WorkSafeNB’s Associate General Counsel and Corporate Secretary.

The acting Chairperson attended the recent WorkSafeNB Conference, which she thought was a really positive event and thanked other Board members who attended as well. The acting Chairperson commended staff for the work and effort that went into making that event successful.

She made reference to proposed dates for Board Meetings in 2019, which will be quarterly, with committee meetings to be held in between regular Board meetings.

2 Safety Moment

The President and CEO made reference to the importance of wearing sunglasses while driving, particularly in the early morning and early evening hours when the sun tends to be in a driver’s line of sight.

3 Declaration of Conflicts of Interest

The acting Chairperson asked any Board members who have any conflicts of interest arising from the meeting agenda to declare that conflict. No conflicts were declared.

4 Adoption of Agenda

On motion duly made, seconded and carried it was unanimously resolved that:

The agenda for the Board of Directors meeting for October 24 and 25, 2018 is adopted as written.

5 Approval of Minutes of September 26 and 27, 2018 Meeting

On motion duly made, seconded and carried it was unanimously resolved that:

The minutes of the Board of Directors meeting held on the 26th and 27th days of September are approved as written.

6 Consent Agenda

Finance and Investment Committee Terms of Reference Revision

On motion duly made, seconded and carried it was unanimously resolved that:

The revised Terms of Reference for the Finance and Investment Committee are approved as written.

7 2019-2021 Strategic Plan

8 2019-2021 Strategic Plan Continued

The Strategic Plan for 2019-2021 was presented and included the following:

- WorkSafeNB's strategic direction;
- Strategies to form a three-year plan for achieving our vision; and
- The supporting strategic initiatives.

Performance Measures will be finalized and approved at the next Board Meeting.

On motion duly made, seconded and carried it was unanimously resolved that:

The WorkSafeNB Strategic Plan for 2019-2021 is approved, as amended.

9 Injured Worker Advisory Committee

The Committee introduced their members and provided information on the composition of their Committee. They gave a description of their mandate and the work they have been engaged in over the last year. In particular, the Committee was involved in providing input concerning the Ministerial Task Force Report.

The Board thanked the Committee for their report and will continue to look for ways to engage with injured workers.

On motion duly made, seconded and carried it was unanimously resolved that:

The Injured Worker Advisory Committee's report is received as submitted.

10 President and CEO Report

Updates were provided on the following:

- Legislative changes;
- Contingencies in place regarding a possible Canada Post strike;
- Organizational structure updates; and
- Human Resource initiatives.

On motion duly made, seconded and carried it was unanimously resolved that:

The President and CEO's report is received as submitted.

11 Q3 Financial Update

The acting Chief Financial Officer presented the consolidated financial statements for Q3, up until September 30, 2018.

On motion duly made, seconded and carried it was unanimously resolved that:

The acting Chief Financial Officer's report is received as submitted.

12 2019 Budget

The acting Chief Financial Officer presented the 2019 budget, which included:

- administration budget;
- strategic plan budget;
- capital budget;
- WorkSafeNB's Rehabilitation Centre budget; and
- 2019 Budgeted Financial Statements.

13 Expenses – Kilometre Rate

Recommendation from staff to change mileage rates for the Board and staff to align with the Government of New Brunswick's rate kilometric rate to \$0.41, consistent with the recommendations in the Auditor General's Report.

On motion duly made, seconded and carried it was unanimously resolved that:

WorkSafeNB staff and Board members will be subject to the Government of New Brunswick mileage rate of \$0.41, instead of the Canada Revenue Agency rate, but WorkSafeNB's travel policy will also provide for exceptions to that mileage rate, consistent with the Government of New Brunswick mileage policy.

14 Rate Setting

The acting Chief Financial Officer gave a presentation on the rationale behind the proposed rate for 2019, which included:

- Information on components of the rate increase;
- Impact on employers and the assessment increase by category;
- Estimate of the impact on the rate if all Task Force Recommendations are implemented.

On motion duly made, seconded and carried it was unanimously resolved that:

The Board approved the annual operating budget for WorkSafeNB for 2019 together with an average assessment rate of \$2.92.

Assessment rate for 2019 under the *Firefighters' Compensation Act* ("FCA")

The acting Chief Financial Officer gave an overview of the following:

- Stakeholder input;
- Costs and funding levels

On motion duly made, seconded and carried it was unanimously resolved that:

To set the 2019 assessment rate under the FCA at \$515, being the same rate as 2018.

15 Legislative Update

Management provided the Board with a copy of the presentation that will be delivered to government concerning the case for legislative change, based on the recommendations in the Task Force Report. Management is scheduled to deliver this presentation to the Liberal MLAs on Tuesday, October 30, 2018.

16 OHS Conference Feedback / Stakeholder (Introduce Team)

The acting Communications Director gave the Board an overview of the highlights of the conference, including guest speakers and how apps were used to engage and interact with the participants.

The acting Communications Director introduced to the Board her team who organized the conference. The team was thanked for their efforts in putting together such a great event.

17 In-Camera Session

18 Adjourn

MOTION TO ADJOURN