

Board Meeting Minutes

May 26, 2026 – 1:00 p.m. to 4:00 p.m.

May 27, 2026 – 9:00 a.m. to 12:00 p.m.

Head Office Boardroom/MS Teams

Attendees: Mel Norton (Chairperson), Brooke DeLong (Vice-chairperson), Jim Stanley, Mike MacMullin, Chantal LaFleur, Gaetan Guerette, Jason Green, Denny Vautour, Frances LeBlanc, Tim Petersen (President & CEO)

Regrets: Jason Green (May 26), Frances LeBlanc (May 26), Adam Donnelly (May 26 & 27)

Staff Present for the Meeting: Lee Bell-Smith (*General Counsel & Corporate Secretary*), Laragh Dooley (*Vice-president of People & Culture*), Carolyn MacDonald (*Vice-President of Strategy & Finance*), Richard Blais (*Vice-President of Prevention*) Dino, Matthew Hachey (*Legal Counsel*), Carol Veysey (*Director of Policy & Hearing Representation*), Tommy Wood (*Director of Planning & Operational Performance*), Michael Freeze (*Head Actuary & Director of Actuarial Services*), Courtney Shannon (*Associate Corporate Secretary*)

Guests: Kelli Simmonds (*WCAT Chair*), Rob Rowe (*CEO of New Brunswick Construction Safety Association*)

May 26, 2026

1. **Adoption of Agenda**

The Board reviewed the agenda for the meeting dated May 26 & 27, 2026, as outlined in the meeting materials. The Chairperson noted that item 11 will be moved to before item 19 to help accommodate schedules.

On motion, duly made, seconded, and carried, it was unanimously resolved:
That the Board adopt the Agenda for the meeting dated May 26 & 27, 2026, as amended.

2. **Safety Moment**

The Board discussed the importance of torquing tires 100km after they have been changed to avoid any issues while driving.

The Board also took a moment to discuss the tragic loss of a child who was hit by a car while getting on the school bus in Nova Scotia. The Board noted the tragedy the family and friends are faced with, but also the trauma of the bus mates who witnessed the incident.

3. **Declaration of Conflict of Interest**

The Chairperson asked if Members had any conflicts to declare based on the agenda and meeting materials.

No conflicts were declared.

4. Approval of Minutes dated March 18 & 19, 2026

The Board reviewed the minutes for the meeting dated March 18 & 19, 2026, as provided in the meeting materials. The Associate Corporate Secretary indicated that one member had reached out with a couple of corrections prior to the meeting. She noted that these errors will be corrected before publication.

On motion, duly made, seconded, and carried, it was unanimously resolved:
That the Board approve the March 18 & 19, 2026, meeting minutes as amended.

5. Consent Items:

a. 2026 Workplan

The Board reviewed the 2026 workplan, as outlined in the meeting materials.

The President & CEO indicated to the Board that management will be looking to schedule a special Board meeting in August which will be added to the Workplan.

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

The Board receive the 2026 Workplan for information.

b. Mandate Letter

The Board reviewed the Mandate Letter update, as provided in the meeting materials.

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

The Board receive the Mandate Letter update for information.

6. WCAT Update

Ms. Simmons, the WCAT Chair, provided the Board with an update on the ongoing efforts at the WCAT.

On motion duly made, seconded, and carried, it was unanimously resolved that:
The Board receive the WCAT Update for information.

7. Stakeholder Presentation – New Brunswick Construction Safety Association

The CEO of the New Brunswick Construction Safety Association (NBCSA), Rob Rowe, gave the Board a presentation on the work being done at NBCSA, as provided in the meeting materials.

The Board discussed efforts to harmonize trade barriers across Canada and concerns about differing safety standards. Mr. Rowe advised that NBCSA is working on this issue and is engaging in discussions to establish benchmarks to ensure standards are maintained.

Members discussed the right to refuse unsafe work, including whether this is taught in high schools. Mr. Rowe confirmed it is included in the curriculum. The Vice Chairperson noted this right may apply to psychological as well as physical hazards and should be emphasized for summer and seasonal workers.

A member noted that in some cases new hires are required to complete safety training before starting work, but the courses may not be offered for several weeks. This can delay the employee's start date, creating challenges for both the employee and the employer. The member asked whether there may be an opportunity to offer these courses more frequently. Mr. Rowe acknowledged the concern and agreed to look into it.

The President and CEO confirmed WorkSafeNB's strong relationship with NBCSA and its ongoing support for their efforts. The Board thanked Mr. Rowe for the presentation and all work done at NBCSA.

On motion duly made, seconded, and carried, it was unanimously resolved that:
The Board receive the Stakeholder presentation from the New Brunswick Construction Safety Association for information.

8. Policies

a. 21-201 – Recurrences

The Director of Policy & Hearing Representation gave the Board a brief overview of the proposed changes in Policy 21-201 – Recurrences, as outlined in the meeting materials.

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

The Board approve Policy 21-201 – Recurrences, release 7 and rescind Policy 21-201 – Recurrences, release 6.

b. 21-114 – Reconsiderations

The Director of Policy & Hearing Representation gave the Board a brief overview of the proposed changes in Policy 21-114 – Reconsiderations, as outlined in the meeting materials.

The Board was in support of the new policy but urged caution on ensuring employer and worker advocate be aware of these changes.

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

The Board approve Policy 21-114 – Reconsiderations.

c. New Directive – 41-002.1 – Board Member Appointments & Reappointments

The Board reviewed the proposed directive 41-002.1 – Board Member Appointments & Reappointments that was brought forward from the previous Board meeting.

One Member asked for clarification on section 17.2.iii, regarding re-appointment and filling in skill matrix gaps, asking if this is meant for re-appointment. It was noted that that section was added to help prevent "hereditary" rights and ensure the Board has a variety of skill.

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

The Board approves the Directive – 41-002.1 – Board Member Appointments &

Reappointments.

9. Business Planning

a. 2025 Results/2026 Focus & Risk/2027 Planning

The Director of Planning & Operational Performance gave the Board a brief presentation on the 2025 results, 2026 focus & risk, and the 2027 planning, as provided in the meeting materials.

One Member asked for more information regarding the prevention initiatives and partnering with health authorities. The Vice-President Prevention indicated that the initiatives were introduced to help mitigate psychological health injuries and increase the TPI safety initiatives. The President & CEO indicated that WorkSafeNB saw a decrease in TPI's in 2025 and noted that while still early the initiatives and efforts have been showing to be beneficial.

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

The Board receive the 2026 Results, 2026 Focus & Risk, and 2027 Planning for information.

b. 2026/2027 Legislative, Policy, Stakeholder Consultation Workplan

The Director of Policy & Hearing Representation gave a brief overview of the 2026/2027 legislative, policy and stakeholder consultation workplan, as provided in the meeting materials.

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

The Board approve the 2026/2027 Legislative, Policy and Stakeholder consultation workplan.

10. Fatality Review Committee Update

a. Chairperson's report of meeting dated May 13, 2026

The Committee Chairperson gave a brief overview of the meeting held on May 13, 2026, as provided in the meeting materials. The Committee Chair urged that each fatality that was reviewed should have been preventable.

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

The Board received the Chairperson's report of the Fatality Review Committee Meeting of May 13, 2026, for information.

11. Audit Committee Update

a. Chairperson's report of meeting dated May 20, 2026

The Audit Committee Chairperson gave the Board a brief overview of the meeting held on May 20, 2026, as provided in the meeting materials.

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

The Board receive the Audit Committee report from the meeting of May 20, 2026, for information.

b. Enterprise Risk Report – Risk Appetite & Tolerance Statement

The Board reviewed of the proposed risk appetite and tolerance statement, as outlined in the meeting materials.

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

The Board approve the Risk Appetite & Tolerance Statement.

c. 2025 Audited Financial Statement

i. Year-end 2025 Liabilities & Audited Financial Statements

The Board reviewed the year-end 2025 Liabilities & Audited Financial Statements, as provided in the meeting materials.

1. Workers' Compensation Act

The Board reviewed the 2025 Audited *Workers' Compensation Act* Financial Statements, as provided in the meeting materials.

2. Firefighters' Compensation Act

The Board reviewed the 2025 Audited *Firefighters' Compensation Act* Financial Statements, as provided in the meeting materials.

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

The Board approve the Year-end 2025 Liabilities & Audited Financial Statements.

12. Finance & Investment Committee Update

a. Chairperson's report of meeting dated May 21, 2026

The Finance & Investment Committee Chairperson gave the Board a brief overview of the meeting held on May 21, 2026, as provided in the meeting materials.

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

The Board receive the Finance & Investment Committee report from the meeting of May 21, 2026, for information.

SAFIS Policy

The Board reviewed the proposed SAFIS Policy, as provided in the meeting materials.

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

The Board approve Policy 23-610 – Safety Achievement Financial Incentive System, release 9, and rescind Policy 23-610 – Safety Achievement Financial Incentive System, release 8.

May 27, 2026

13. Welcome Back & Continue Agenda

The Chairperson welcomed back the Board and introduced the newest member,

Frances LeBlanc. The meeting was called back to order.

President & CEO Accountability Report

The President & CEO gave a brief overview of his accountability report, as provided in the meeting materials.

Mr. Petersen provided the Board with an update on the tax implications related to vehicle modifications.

Mr. Petersen added that the vehicle modification policy, along with several other policies, will be reviewed and amended as needed. The Board was pleased with this update and looked forward to the upcoming policy changes.

On motion duly made, seconded, and carried, it was unanimously resolved that:
The Board receive the President & CEO Accountability Report for information.

14. 2025 Annual Report

The President & CEO and Vice-President of People & Culture gave the Board a brief overview of the 2025 annual report as provided in the meeting materials.

The Board thanked management for including a human element into the annual report making it easier and more enjoyable to read.

One Member asked whether the working group established by PETL is still active. The Vice President, Strategy and Finance confirmed that it is and noted that she chairs the group.

Another Member asked whether there have been any discussions regarding JHSC and training. Ms. MacDonald indicated that she has not seen or heard of any to date but will follow up with the WorkSafeNB representative who sits on the group responsible for JHSC.

On motion duly made, seconded, and carried, it was unanimously resolved that:
The Board approve the 2025 Annual Report.

2025 Firefighters Annual Report

The Board reviewed the 2025 Firefighters Annual Report, as provided in the meeting materials.

On motion duly made, seconded, and carried, it was unanimously resolved that:
The Board approve the 2025 Firefighters Annual Report.

15. Legislative Reform

The President & CEO, Vice-President of People & Culture, and the Vice-President of Strategy & Finance gave the Board a brief overview of the Legislative Reform plan, as provided in the meeting materials.

Members noted the importance of keeping potential risks in mind. One Member highlighted that Board member appointments should also be considered, noting that while the current Board is functioning very well, its composition will change over time, and it is important that appropriate protections are built into the legislation.

One Member asked whether key messaging could be provided to assist Board Members if stakeholders reach out. Ms. Dooley indicated that she would prepare and share messaging. Mr. Petersen added that if Members receive information requests, they may share his contact information, and he would be pleased to speak directly.

The Chairperson asked Mr. Petersen whether he and his team have sufficient resources and support for this work. Mr. Petersen confirmed that he is confident in the resources available.

On motion duly made, seconded, and carried, it was unanimously resolved that:
The Board receive the legislative framework consultation plan for information and approve the proposed topics, approach and schedule for the consultations.

16. Modernization Update

a. Quarterly Progress Report

The Vice-President of People & Culture gave the Board a brief presentation on the quarterly modernization progress report, as provided in the meeting materials.

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

The Board receive the quarterly modernization progress report for information.

b. Core System Update

The Vice-President of People & Culture gave the Board a brief overview of the progress of the core system update, as provided in the meeting materials.

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

The Board receive the Core System Update for information.

17. Governance, People & Culture Committee Update

a. Chairperson's report of meeting dated May 14, 2026

The Governance, People & Culture Committee Chairperson gave the Board a brief overview of the meeting held on May 14, 2026, as provided in the meeting materials.

One Member asked if the learning symposium would be brought back annually for professional development. The Associate Corporate Secretary indicated that it is something that can be brought to the Committee for discussion if it is the will of the Board. The Vice-President of People & Culture indicated that perhaps it could be bi-annual to encourage participation at the annual AWCBC Governance Summit.

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

The Board receive the Governance, People & Committee report from the meeting of May 14, 2026, for information.

b. Board & Committee Performance Review

The Board reviewed the brief update on the proposed plan for the 2025 Board & Committee performance Review, as outlined in the meeting materials.

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

The Board receive the Board & Committee Performance Review update for information.

18. New Business

There was no new business.

19. In-Camera

a. President & CEO 2025 Performance Review

An in-camera session was held.

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

The Board approves the President & CEO's 2025 Performance Review.

Motion (and seconded) to adjourn on May 27, 2026, at 10:43 a.m.