



**January 16, 2019**  
**Western NS Chapter Meeting Minutes**  
**Ennis Safety, Security & Consulting Group**

Time: 2:00 p.m.  
Location: Ennis Safety, Security & Consulting Group, 8 – 11 Calkin Drive, Kentville, Nova Scotia

In Attendance:

Kathy Betts	Ennis Safety, Security & Consulting Group
Larry Rosborough	SSI Consulting Solutions
Conrad LeLievre	CBCL
Wanda Balsor	Ennis Safety, Security & Consulting Group
Gary Slaunwhite	G & P Safety
Heather Wright	Scotia Recycling
Stacey Maguire	Glooscap Ventures
Andrew Teal	DOEL
David Welsh	DOEL

Regrets:

Janice Rahme	SafeStart
Stewart Franck	Workplace Performance Manager
Bob Neilson	Ennis Safety, Security & Consulting Group
Jeff Brett	CHSE Services

1. Call to Order by Kathy Betts at 2:10 pm
2. Welcome and Introductions – Kathy welcomed and followed by a round table introduction.
3. Kathy thanked Ennis Safety, Security & Consulting Group for hosting the meeting jointly with the Western NS Chapter.
4. Approval of Agenda - Kathy asked for a review and approval of the Agenda, moved by Larry and seconded by Stacey.
5. Kathy spoke in lieu of a meeting presentation; today will consist of a round table discussion by members.
6. Kathy provided an overview of the September Meeting Minutes and called for amendment the minutes, motioned by David Welsh and second by Conrad LeLievre.
7. Kathy referenced the September PDC in Niagara Falls was attended by: Wanda, Stacey, Kathy, Stewart, Andrew and Janice.

**8. Round Table Discussion**

Ideas and suggestions for 2019 were shared during the round table discussions by members, as follows;

- Offer another Business Partnership Event, locations, possible dates/time of event and possibly partnering with Chamber of Commerce. Kathy to prepare a meeting invite to the local Chamber of Commerce.
- The possibility of a Mock Trail over the next year.
- Partnering with an organization to offer CSSE Courses by the Chapter.



- The possibility of a Team Leadership Event within 2019.
- Hosting a Mental Health First Aid Course in 2019, Heather and Wanda to review the possibility.
- Host a Chain Saw Workshop with possibly Tommy Harper as the facilitator. Review sponsors, advertising and promotion. David will check for the availability of Tommy.
- Kathy, Regional Representative provided an update on the CSSE National Website and Training for users.
- Chapter to take part in Steps for Life, Kathy to review this years' registration for the May Event.
- Suggestion a CSSE Presentations for NSCC Safety and Trade Students, Conrad to review with NSCC.
- The importance of CHSC Maintenance points.
- Kathy will contact the Halifax Chapter Chair to review the Chapters Joint Meeting for 2019.
- Possible revisions of the Chapter By-Laws for 2019.
- Planning for the AGM this June.
- Conrad has updated his OHS Matrix with information about Nova Scotia going above and beyond what is required for Confined Space Entry. PEI and NB have now expiry date in Confined Space Entry. Conrad has made these available to members by contacting him.

### Chapter Reports

- a. Finance (Conrad) – Account Balance \$3396.04
- b. Membership (Larry) – currently there are 22 active members, and Larry will do follow-up with expired members. All members are encouraged to recruit new members and extend invites to possible members. Further updates will be presented at the March Meeting.
- c. Program (David has volunteered to fill-in for the role) David will review opportunities for the program slate for 2019. The program time frame will be 30 to 45 minutes.  
If the presentation or Q&A extends beyond this time the meeting Agenda will be shortened to remain within duration of 1.5 hours. A revised program list will be provided by David at the March Meeting.
- d. By-Laws (Bob) - (Wanda spoke on behalf of Bob) Bob and the By-Law Committee will review the suggested amendments for this fiscal year together with the involvement of the Chapter Executive and a review with the current members.

### 9. New Business

- a. 2019 Meeting Schedule
- b. Management Guide will be available for Chapter Chair, Executive
- c. The Atlantic Chapter Chairs' Meeting overview
- d. AGM - June 2019
- e. Steps For Life
- f. CSSE Course
- g. Decide on dates for the MHFA Training & Chain Saw Workshop Training

Prior to closing the meeting, the Chair called for any remaining questions with final remarks.

10. Date of next meeting – March 20<sup>th</sup> at 5:00 PM, on the South Shore

11. Adjournment 4:05 pm

**Vision: An advocate for safety in every workplace through education and knowledge sharing.**

**Mission: To be a resource for professional development, knowledge and information exchange for our members, our profession and the public.**