

PRIVATE & CONFIDENTIAL

File: II.203

**Board of Directors Meeting
of the Canada Safety Council
Tuesday April 17, 2018**

PRESENT:

John Dalrymple-Fraser
John David phone
Michael Dougherty phone
Paul Field phone
Anouk Guillaume
Kelli Penney
John Svensson
James Terry
Michael Weil phone

Jack Smith (Canada Safety Council)
Raynald Marchand (Canada Safety Council)

EXCUSED: Robert Weil

ABSENT: Jan Westcott

AGENDA ITEM	PARTICULARS	ACTION
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1. ELECTION OF CHAIR AND CALL TO ORDER

The election of Chair was conducted by Jack Smith, President who asked for nominations for Chair of the new Board of Directors.

It was **MOVED** by John Dalrymple-Fraser and **SECONDED** by Anouk Guillaume that, the immediate Past Chair be re-elected to the upcoming term of office.

No other nominees were put forth and John Svensson accepted the nomination.

CARRIED by Acclimation

The meeting of the Board was called to order by John Svensson (Chair) at 9:30 a.m. and he welcomed those in attendance in person and by phone.

AGENDA ITEM	PARTICULARS	ACTION
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2. APPROVAL OF AGENDA

It was MOVED by Jim Terry and SECONDED by Anouk Guillaume that the agenda be approved.

CARRIED

3. APPROVAL OF THE MINUTES OF THE FEBRUARY 20, 2018 BOARD OF DIRECTORS MEETING

It was MOVED by Jim Terry and SECONDED by Anouk Guillaume that the minutes of February 20, 2018 be approved.

Discussion followed. It was observed by Paul Field that he was not receiving the minutes via email.

John Svensson noted the minutes are posted on the secure Directors only portion of the CSC web site.

After discussion it was agreed that in future DRAFT minutes will be circulated in the secure portal accessible only by the Board and also via email.

CARRIED

4. APPOINTMENTS

4.1 Executive Committee

The Chair elect is John Svensson

Nominated for Vice-Chair was John Dalrymple-Fraser

MOVED by John Svensson

SECONDED by Michael Weil

That John Dalrymple-Fraser be named as Vice Chair

Nominated for second Vice-Chair was Robert Weil

MOVED by John Dalrymple-Fraser

SECONDED by Anouk Guillaume

That Robert Weil be named as Vice-Chair

It was moved by Jim Terry and Seconded by Anouk Guillaume that nominations for Vice-Chair be closed.

CARRIED by Acclimation

AGENDA ITEM	PARTICULARS	ACTION
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Nominated for Treasurer was Anouk Guillaume
 MOVED by John Dalrymple-Fraser
 SECONDED by Jim Terry
 That Anouk Guillaume be named as Treasurer

It was MOVED by John David and SECONDED by John Dalrymple-Fraser that nominations be closed.

CARRIED by Acclimation

Nominated for Secretary was Jim Terry
 MOVED by John Dalrymple-Fraser
 SECONDED by Michael Weil
 That Jim Terry be named as Secretary

It was MOVED by Michael Weil and SECONDED by John David that nominations be closed.

CARRIED by Acclimation

4.2 Finance Committee

The Treasurer is the Chair of the Finance Committee
 Members are:

The Executive Committee as elected.

MOVED by John Dalrymple-Fraser and SECONDED by Michael Dougherty that the members of the Finance Committee are the Executive Committee

CARRIED

4.3 Other Committees

It was MOVED by John Dalrymple-Fraser and SECONDED by Michael Weil that in accordance with Article 43 By-law 1 the Board may appoint other committees as it may deem appropriate.

On a question Paul Field noted that the appointments of the Executive Committee, the Finance Committee and other Committees may be better dealt with by having the Nominating Committee of the previous year put forward a recommendation to the new Board of Directors indicating a slate for the above.

AGENDA ITEM	PARTICULARS	ACTION
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John Svensson, Chair indicated this will be taken under consideration and a decision will be made after the Nominating Committee has completed the new slate of nominees early in 2019.

CARRIED

5. REPORTS

5.1 Finance Committee Report

It was MOVED by Anouk Guillaume that the finance report to March 31, 2018 be accepted as presented.

SECONDED by Jim Terry

On a question from Paul Field, Jack Smith reported that while the current revenues to date are not as robust as last year he was optimistic CSC will be able to get back on track to realize the net revenue as anticipated at the start of the year.

CARRIED

5.2 Executive Committee Report

John Svensson reported no meeting had taken place since the last Board of Directors meeting as such there was no report forthcoming.

A discussion on the President's Report followed.

Jack Smith indicated on a question from Michael Dougherty that the increase in costs for the online OH&S training would be a wait and see issue. Online Learning Enterprise has changed ownership and the 14 per cent increase they have determined will not put the program at a disadvantage. That noted, one of the unique selling propositions was being the cost leader in the training. It remains to be seen if the price increase that now puts the product(s) price neutral as far as competition is concerned will lower sales or not.

John David asked about Transport Canada's *Vulnerable Road Users Committee*.

Ray Marchand indicated it was progressing well having completed a literature review and was out to release through CCMTA a Report of Key Issues and hoped that the outcome would be potential 'workable' countermeasures.

6. NEW BUSINESS

Kelli Penney, by way of introduction provided a brief outline of the Motor Registry Division, Service NL, including management and delivery of programs and services for

AGENDA**ITEM****PARTICULARS****ACTION**

driver licencing, driver testing, vehicle registration, highway safety and enforcement, photo identification and various legislation and regulations regarding drivers and vehicles.

She outlined the mission statement and current initiatives underway within the division.

As Jack Smith, President had requested any information she could provide on the aftermath of the Cougar Helicopter off shore crash she provided a most informative power point presentation discussing the investigation and the measures taken to assist in the safety of oil and gas workers who must use this form of transportation.

She provided a short bibliography for those wishing more information on the subject.

Kelli also indicated she was looking forward to working with the Board of Directors and welcomed the opportunity to do so.

John David thanked her for an excellent report. He noted that pilot decisions are critical when emergency flight operations present themselves. He was of the view that had the pilots not been preoccupied with making it to shore a more 'controlled landing' on the water could have been executed. The engine failure and loss rotor authority and engine failure had created a difficult autorotation attempt with poor control. This most likely resulted in more passenger fatalities than might have occurred had the pilot elected earlier on in the flight emergency to execute a controlled 'at sea ditching'.

7. SCHEDULE OF FUTURE MEETINGS

The next Board of Directors meeting will be held on June 19, 2018 by teleconference at 10:00 a.m.

Subsequent meetings for 2018-2019 Board term are:

Tuesday, September 11th at 10:00 a.m. by teleconference

Thursday, November 29th at 3:00 p.m. in person or by phone

Tuesday, February 19, 2019 at 10:00 a.m. by teleconference

AGM – to be held on Tuesday, April 16, 2019 at 9:00 a.m. in person followed by a Board meeting in person or by phone immediately afterward.

8. ADJOURNMENT

There being no further business to conduct the meeting was adjourned.

MOVED by Jim Terry.

CARRIED