

# Voice of Charlotte County

Autumn 2008

## 2008-2009 Board Appointments and Staff

### **David Armstrong, President**

President, D. J. Armstrong Holdings  
Sector : Tourism  
BNB Board App. – (2010)

### **Allan Gillmor, Vice President**

Retired Manager, Customs House Currency Agency  
Sector: Retail/Service/Transportation  
ACOA Board App. – (2011)

### **Shelley McKeeman, Secretary**

Director of Business Operations  
St. Croix Printing & Publishing  
Sector : Manufacturing  
ACOA Board App. – (2009)

### **Mike Atkinson, Treasurer**

Chief Financial Officer  
Northern Harvest Sea Farms Inc.  
Sector : Aquaculture  
Municipal Board App. – (2009)

### **David Giddens, Past President**

Manager - Production/Planning/Purchasing  
Connors Bros.  
Sector : Fisheries  
Municipal Board App. – (2009)

### **Andrew Moffitt**

Moffitt Dodge Chrysler  
Sector : Retail/Service/Transportation  
Municipal Board App. – (2009)

### **Carla Boyd**

Co Owner, Boyd Brothers Home Hardware  
Sector: Retail/Service/Transportation  
BNB Board App. – (2010)

### **David Pigott**

Chief Operating Officer, Ganong Bros.  
Sector : Food Processing  
Municipal Board App. – (2011)

### **Doug Holland**

President, Claude Holland & Sons  
Sector : Energy  
(Retail/Service/Transportation)  
BNB Board App. – (2010)

### **Garrett Turta**

General Manager,  
The Fairmont Algonquin  
Sector: Tourism  
ACOA Board App. – (2011)

### **Robert Moses**

Director of Terminal Operations  
Coastal Transport  
Sector: Retail/Service/Transportation  
ACOA Board App. – (2010)

### **Scott Gregor**

Plant Manager, Flakeboard  
Sector: Forestry  
BNB Board app. – (2011)



*Left to right* – Garrett Turta, Allan Gillmor, David Armstrong, David Giddens, Shelley McKeeman, Michael Rouse, Carla Boyd, Doug Holland, Scott Gregor. Absent from photo: Robert Moses, Andrew Moffitt, David Pigott, Mike Atkinson



*Left to right (back row)* – Emily Ingersoll (Labour Force Development), Michael Rouse (Executive Director), Shari Markee (Administrative Assistant) *Left to right (front row)* - Wendy Tubbs (Economic Development), Stacey MacLean (Youth Economic Development)

## Tim Curry, President of the Atlantica Centre for Energy Guest Speaker at Annual General Meeting

Approximately 35 people attended the 6th annual general meeting of Enterprise Charlotte

held on the Anderson Campus of Huntsman Marine Science Center in St. Andrews on June 25, 2008.

Tim Curry's presentation centered on the energy sector projects occurring or on the horizon in Saint John. Mr. Curry discussed the opportunities for all of New Brunswick and the challenges to bring the projects to fruition.

Mr. Curry outlined his agency's role in the development of the energy sector and spoke on the Benefits Blueprint, the Supply Chain Initiative and the chance for New Brunswick to take full advantage of the projects at hand so that there will be a lasting legacy of economic benefits for generations to come in New Brunswick.



# Voice of Charlotte County

## New Brunswick Employment Standards and NB Human Rights Commission

On June 12, 2008, Enterprise Charlotte hosted an information session about Employee Leave Benefits in the Workplace as they related to the NB Employment Standards and the NB Human Rights Laws. The session was moderated by Tricia Gallant-LeBlanc, an employment lawyer with Cox and Palmer law firm in Fredericton, and the session information was delivered by Drew Simpson of the NB Employment Standards Branch and Seamus Cox of the NB Human Rights Commission.

The items that were reviewed were related to the leave employees are entitled to when they are sick, disabled, on maternity leave or injured. There are standards in place for these leaves and employers are encouraged to review these laws to ensure their rights are protected, as well as the rights of their employees. **For more information about the NB Employment Standards, please visit <http://www.gnb.ca/0308/index-e.asp> or contact their toll free telephone line at 1-888-452-2687. For more information about the NB Human Rights Commission, please visit their web site at <http://www.gnb.ca/hrc-cdp/index-e.asp>.**

## Human Resource Review

Human resource planning can save you time and money in your organization, and also ensure staff members understand what their role is in the organization and how their compensation is determined.

Take this short quiz to see if you have what you need:

- I have job descriptions done for every position and each employee has read their job description and understands their responsibilities.
- Each employee received a letter of offer when they started working with me.
- I have a policy and procedures manual in place outlining hours of work, benefits, leave benefits, a code of conduct, an alcohol and drug policy, safety in the workplace and any other items related to my company.
- I have a system in place to review each employee's performance with them at least once a year.
- I have a compensation system in place for each position.
- I hold regular staff meetings and communicate the company's activities and goals with the employees.

If you did not answer "YES" to any or all of these questions and would like to learn more about the above topics, please contact Emily Ingersoll, Labour Force Development Officer at Enterprise Charlotte for a confidential meeting to discuss your human resource needs. Emily's phone number is 529-5516 and her email address is [emily.ingersoll@enterprisecharlotte.ca](mailto:emily.ingersoll@enterprisecharlotte.ca).

## 2008 Spring Networking Mixer

Enterprise Charlotte's yearly Spring Networking Mixer was held on May 29th, 2008 with approximately 60 attendees. The event was held at the Atlantic Salmon Federation Interpretative Centre in St. Andrews.

Enterprise Charlotte organizes 2 mixers a year throughout Charlotte County. These events are a wonderful way for local entrepreneurs and business professionals to network with business advisors and government officials in a relaxed atmosphere.

Enterprise Charlotte expresses thanks to: CBDC Kings-Charlotte, Stationary Plus, St. Croix Printing & Publishing Co., Ltd., Fundy Bay Real Estate Group and Future Nets & Supplies for partnering on the spring event – your sponsorship benefits all businesses in Charlotte County!

Plans for the 2008 Winter Networking Mixer are underway.



Andrew Ludwig of Sticks and Stones Fabricating (left) and Clarence Blanchard of FutureNets (right) network with Dan Cyr of ACOA (center) at June's business mixer.

## NB Growth Program

### *Objectives of the Program:*

- To create sustainable employment opportunities in New Brunswick by financially stimulating small businesses to pursue opportunities within targeted sectors of the economy.
- To stimulate capital investment for small business start-ups, expansion, diversification, innovation and productivity improvement.

### *Eligible Businesses (private sector only\*):*

- Manufacturing & processing industries
- IT related industries
- Full-time tourism activity/service operators and/or operations specifically targeted at the tourism market which are consistent with the Department of Tourism and Parks. If seasonal, operations must be full-time operations for greater than 90 consecutive days in a given year
- Commercial (i.e. business to business) which are primarily engaged in export orientated or import replacement activity
- Cultural enterprises (i.e. film and video production, performing arts businesses, music and sound recording and production services, book and periodical publication (excluding new periodicals) and craft production)

\* Non-profit organizations are ineligible under this program.

### *Eligibility Requirements:*

- The business must propose to operate on a full-time, year-round basis (with the exception of seasonal tourism businesses, which must operate full-time throughout an annual operating season not less than 90 consecutive days);
- The business must be ready to undertake commercial operations or be at an advanced stage of development; and
- The business must be establishing, diversifying, or improving with eligible capital costs of less than \$300,000. In addition, the most recent annual sales level of existing businesses undertaking expansion, diversification or competitiveness projects must be less than \$2,000,000.

Assistance under this program is in the form of a non-repayable contribution.

For more information on the NB Growth Program contact Wendy Tubbs, Economic Development Officer at 529-5519 or Business New Brunswick at 453-3890.

## Youth Entrepreneurship Camp

The 3rd Annual Youth Entrepreneurship Summer Camp was a smashing success! It took place from August 11th-15th in St. Stephen with youth ages 9-12 years old. Thanks to the support of Enterprise Charlotte, St. Stephen Market, Flakeboard, ACOA, CBDC, Bill Garcelon, 98.1 The Tide, Scotiabank and The Royal Bank, the Camp ran very smoothly. There were 9 entrepreneurs that had one goal in mind-come up with a product, research it, develop it, and sell it! With their \$20 loan from the CBDC, they created a range of successful products from CD sun catchers to beeswax candles. The products were sold on Friday, August 15th at the St. Stephen market, and every entrepreneur had a blast learning the in's and out's of marketing, selling and profit making!



If you would like to pre-register your child for the upcoming Youth Entrepreneurship March Break Camp in St. Andrews, or would like to become a sponsor, please contact Stacey MacLean, Youth Economic Development Officer, at 465-6423.



Top – Stacey MacLean leads the campers through an entrepreneurship workshop

Bottom – The youth entrepreneurs sell their wares on their market day in downtown St. Stephen.

## Young Entrepreneur Business Recognition Awards

The 4th Annual Charlotte County Young Entrepreneur Business Recognition Award is coming up during Small Business Week from October 20th-24th, and nominations are currently being accepted for young entrepreneurs, under the age of 35, who run a new or existing business venture in Charlotte County and deserve to be recognized. The nominee should demonstrate community support through job creation, quality service(s), or contributions toward the development and growth of the local business community.

You can obtain a nomination sheet by going onto the Enterprise Charlotte website, [www.enterprisecharlotte.com](http://www.enterprisecharlotte.com), and clicking on the Online Documents link, or by emailing [stacey.maclean@enterprisecharlotte.ca](mailto:stacey.maclean@enterprisecharlotte.ca). Winners will be honored during Small Business Week in October.



Looking for information on  
employment opportunities  
in Charlotte County?

Thinking of starting your  
own business or moving to  
Charlotte County?

Does your organization  
have an HR issue that never  
seems to be resolved?

If so, then

[www.enterprisecharlotte.com](http://www.enterprisecharlotte.com)  
should be your first stop.

[www.enterprisecharlotte.com](http://www.enterprisecharlotte.com)  
provides information on:

- The Charlotte County Region
- Entrepreneurship
- Human Resources
- Business Development

[www.enterprisecharlotte.com](http://www.enterprisecharlotte.com)  
also provides information on upcoming  
events and workshops, employment  
opportunities in the region and access  
to a business directory. With access to  
downloadable online documents, you  
can also access additional information  
on business plan development and  
human resource management.

We are always looking for suggestions  
on improvements to our website. If you  
have any suggestions please complete  
the contact form on our website. We  
appreciate all feedback.

Visit [www.enterprisecharlotte.com](http://www.enterprisecharlotte.com)  
today and learn more about our services  
and staff!

 **Enterprise Charlotte**  
Community Economic Development Agency

## Community Profile

Enterprise Charlotte has completed a new branding process for bringing investment, visitors, new residents and students to Charlotte County. To support our new initiative, Enterprise Charlotte will be producing new, updated community profiles with our new brand, tag line and logo.

Organizations requiring multiple copies can order them for \$1.00 each. To ensure that your organization has the quantity of profiles required for recruitment of staff, promotion of Charlotte County to future students or for attracting new residents to our municipalities, please contact Shari Markee at Enterprise Charlotte before Tuesday, September 30th at 529-5518 or [info@enterprisecharlotte.ca](mailto:info@enterprisecharlotte.ca).

We look forward to sharing our community profile resource with you!

Watch for more information on our advisory forum coming up on November 6th in St. George

## ProfitLearn/Events

### *Developing the Cultural Edge in Your Business* NEW!

Develop an understanding of cultural differences and their implications, as well as improve cross-cultural communication skills in the workplace. Learn to:

- Understand what culture is and recognize its influence in the workplace
- Recognize your own hidden cultural assumptions about work and communication
- Understand key cultural differences in the way people think and behave, and why
- Feel more confident when interacting across cultural and language barriers

**When:** Tuesday, September 30, 2008, 9:00am - 12 noon

**Where:** The Fairmont Algonquin, St. Andrews

**Cost:** \$30 (HST included) per participant

### *Managing Employees*

Employee performance needs to be managed when it's good, when it's bad and especially when it's indifferent. Employee productivity and satisfaction can be improved by establishing a management system geared to promoting continuous employee improvement. Learn to:

- Deal with employee absenteeism and tardiness
- Reward good performance and deliver corrective feedback
- Establish performance expectations and measurement criteria

**When:** Tuesday, October 28, 2008, 9:00am - 5:00pm

**Where:** Milltown Bed & Breakfast, St. Stephen

**Cost:** \$55 (HST included) per participant, lunch provided

### *How to Buy an Existing Business* NEW!

The purchase of an existing business can be a favorable method to start your own business or expand your current enterprise. Learn to:

- Select and purchase the best existing business for success in your endeavors
- Diagnose and identify the known strengths and weaknesses of the existing business
- Understand the legal and financial aspects of this transaction and the financing available for purchasing existing businesses

**When:** Wednesday, November 26, 2008, 9:00am - 5:00pm

**Where:** St. Mark's Anglican Church, St. George

**Cost:** \$55 (HST included) per participant, lunch provided