

**Western Regional Service Board
Public Meeting Minutes**

Meeting Information:

Date: Thursday, June 23, 2022
Time: 11:00am – 12:56pm
Location: WRSB Boardroom, 14 Main Street

Present were:

Bernd Staeben	WRSB Chair
Melvin Keeping	WRSB Member – Southwest Coast
Hal Cormier	WRSB Member – Humber Valley
Alfred Park	WRSB Member– North/South Bay of Islands
Cynthia Downey	WRSB Member – Bay St. George (via zoom)
Gary Warren	WRSB Member – Burgeo and Area (via zoom)
Pamela Gill	WRSB Member – Corner Brook (via zoom)
Jason King	Chief Administrative Officer, WRSB
Pauline Anderson	Executive Assistant, WRSB

Missing with apologies:

Linda Chaisson	WRSB Member – Corner Brook
Rosetta Parsons	WRSB Member – Western Hills
Daniel Conway	WRSB Member – Bay St. George – Resigned from Council
Colin Davis	WRSB Member – White Bay South
Melvin Reid	WRSB Member - Long Range

Call to Order

Meeting was called to order at 11:06am by WRSB Chair Bernd Staeben with quorum reached.

Land acknowledgement was read and introductions were made. Bernd Staeben was appointed as the new Chair of the Western Regional Service Board as of June 1, 2022.

1. Additions & Deletions to the Agenda

Motion 22-0623-1.1.1: Moved by Hal Cormier, seconded by Melvin Keeping. Be it resolved the WRSB adopt the agenda for the June 23, 2022 meeting as presented. All 6 Board members present are in Favour, none against. Motion carried.

2. Adoption May 24, 2022 Public meeting minutes

Motion 22-0623-2.1.1: Moved by Cynthia Downey, seconded by Gary Warren. Be it resolved the WRSB adopt the minutes of the May 24, 2022 WRSB meeting with two noted word adjustments. All six Board members present are in Favour, none against. Motion carried.

3. Ratification of Motions from the May 24, 2022 In-Camera Meeting

Motion 22-0623-3.1.1: Moved by Melvin Keeping, Seconded by Cynthia Downey. Be it resolved the WRSB move to ratify motion 22-0524-11.1.1. All six Board members present are in Favour, none against. Motion carried.

Motion 22-0524-11.1.1: Moved by Cynthia Downey, Seconded by Anthony Blanchard. Be it resolved, the WRSB approve the Staff request for a three-month unpaid leave of absence for June 6 - August 29, 2022. All seven Board members present are in favour, none against. Motion carried. Note: This will cause a slight delay in the education piece until September.

Motion 22-0623-3.1.2: Moved by Melvin Keeping, Seconded by Alfred Park. Be it resolved the WRSB move to ratify motion 22-0524-11.1.2. All six Board members present are in Favour, none against. Motion carried.

Motion 22-0524-11.1.2: Moved by Anthony Blanchard, Seconded by Pamela Gill. Be it resolved, the WRSB approve the contract of the staff member requesting an unpaid leave of absence be extended three months due to the interruption of the unpaid leave of absence. This will extend the contract to December 31, 2022. All seven Board members present are in favour, none against. Motion carried.

Motion 22-0623-3.1.3: Moved by Melvin Keeping, Seconded by Hal Cormier. Be it resolved the WRSB move to ratify motion 22-0524-11.3.1. All six Board members present are in Favour, none against. Motion carried.

Motion 22-0524-11.3.1: Moved by Daniel Conway, Seconded by Melvin Keeping. Be it resolved, the WRSB proceed with CRSB legal dispute and forego discoveries as recommended by legal council. All seven Board members present are in favour, none against. Motion carried.

4. Business Arising

Nothing to report.

5. CAO Report

- a) June 17th MMSB Meeting and Site Tours
MMSB held their June Board meeting in Corner Brook with the WRSB CAO and Chair giving a presentation to update them on WRSB progress. The group did a tour of the Wild Cove site and Scotia Recycling MRF. It was a very positive experience, great discussions and overall event. A new program for tires was reviewed and explained.
- b) WRSB Orientation – 1st session took place on June 20th with 4 Board members and the Chair in attendance. A tour of the Wild Cove site and Scotia recycling didn't take place and will likely be rescheduled to take place after a future WRSB meeting with all WRSB members in attendance. There will be another Orientation scheduled this summer for Board members who were unable to attend the June 20th session.
- c) Extended producer responsibility (EPR) – Printed Paper and Packaging (PPP) MMSB session June 2nd. MMSB brought in representatives from all across Canada for serious discussion and information sharing on this issue. The purpose of this initiative is to put the responsibility of the end product processing cost on the producer of the product rather than the consumer. There will be another session later this year. This could be a major program for this province and for this organization.
- d) Summer Student placement – College of the North Atlantic had a first year Business student looking for some office experience over the summer. Her term at the office will be from June 20 – August 26.
- e) Wild Cove Insurance work – All work is on schedule with the siding being installed in July.
- f) Pride Month – Staff were provided with T-shirts in support of Pride Month, and to advertise the Organization as an equal opportunity employer. The organization also had representation at Corner Brook Pride Parade.
- g) New BSG Employee – The Scale Attendant position at the St. George's Site has become vacant. A job posting was released for the position and once resumes were reviewed; it was narrowed down to 6 to be interviewed. The new employee began in the position on June 20th with 2 days of job shadowing at the Wild Cove site before beginning his duties at the St. George's site. WRSB member Cynthia Downey participated in the interview process.
- h) Elections update – One of the two Bay St. George seats has been vacated as Danny Conway has stepped down from Council. We are currently waiting for clarification from Government on further steps for this vacancy.

6. Financial Update

- a) RFD – Major's Logging Contracting

The current Contract with Major's Contracting is for 5 years + 1 year + 1 year and the escalation clause calls for a 2% annual rate increase.

They requested to enact clause 5.7 of the contract and are currently requesting:

- Back Pay for year 4 of the contract
Instead of updating Year 4 of the contract by 10% back to July 2021, they are requesting a one time 5% payment for deliveries from Feb 1 – June 30, 2022 only.

- Base rate increased by 10% at start of year 5
With the drastic increase in expenses this past year, Major's require for their base rate to be increased in order to maintain supply and equipment for smooth execution of the WRSB contract.
- Use CPI for transportation in July, estimated to be 9%-10%
Transportation CPI is usually a little bit higher than regular standard CPI.

These adjustments to the contract would allow for them to keep up with current costs and expenses within their contract and for them to continue with the two extended years option in the contract.

Motion 22-0623-8.1.1: moved by Hal Cormier, Seconded by Pamela Gill. Be it resolved, the WRSB approve Majors Contracting's request for a one-time payment of 5% to current base rates for Feb 1 – Jun 30, 2022, along with a base rate adjustment increase of 10% in July and the change from 2% CPI to the Transportation CPI. All six members present were in favour, none against. Motion passed.

Note: Mel supports the motion; however, he wanted to remind Board members that we need to do everything possible to keep the tipping fee from increasing during 2023 budget discussions when they begin.

b) Budget vs Actual

Variance percentage is 42% to the end of May. Reviewed the categories and noted those that will need close scrutiny in the upcoming months.

c) Tonnage Report – There was an increase in tonnage for May compared to the previous months, and to May in previous years. With Come-home year this summer, it wouldn't be surprising to see an increase in waste tonnage over the summer months.

7. Standing Committee Reports

No standing committees right now.

8. New Business

a) Election of Vice-Chair for the Western Regional Service Board

Hal Cormier nominated Melvin Keeping who declined the nomination.

Melvin Keeping nominated Cynthia Downey who accepted the nomination.

No further nominations were declared; therefore, Cynthia Downey was declared Vice-Chair of the WRSB. All board members present were in agreement.

b) Standing Committees

There is a need for some committees of the Board. We should move forward with minimal Committees (ie. Technical, Finance, Shared Services) and add committees as they are needed. It was suggested there is a need for a Technical Committee, a Shared Services Committee, and likely a Finance/Administration Committee.

Direction: Staff to send out list of committee options and the Terms of Reference to Board members for them to review and assist them in deciding which committees they are best suited to serve on.

c) ADM meeting on June 16th

The new WRSB Chair and the CAO had a Zoom meeting with the ADM of the Department of Environment and Climate Change, primarily as a meet and greet and to see where Government stands on different WRSB issues. Government sent a follow-up email response encouraging negotiation talks to resume between Central and Western. The Board confirmed that we need to attempt to set up a meeting between both boards to open communication; however, we will need to keep communications with Government open if the Central/Western negotiation talks aren't successful.

Staff will contact Central to arrange a meeting between the two full Boards; as a meet and greet of Board members and staff of both Boards; open the lines of communication between the two organizations; and, to tour the Central facility.

9. Correspondence/ Media

a) Letter to RSB Chairs

To open the lines of communication with the other Regional Service Boards on the island, the WRSB Chair (Bernd Staeben) sent a letter of congratulations to the four other RSB Chairs that were appointed by the Minister earlier this month.

10. Next WRSB Meeting – With the adopted meeting schedule of the fourth Thursday of each month, the next meeting of the WRSB is tentatively set for July 28, 2022.

11. Other

Alfred wanted to bring forward that Government successfully completed the environmental closure of the McIvers landfill site which was operationally closed in 2014. Activities began last Fall and was completed this past Spring.

Melvin Keeping asked about the status of the Channel-Port aux Basques site. The CAO will look into this and get back Melvin about it.

Motion 22-0623-11.1.1: Moved by Pam Gill, Seconded by Gary Warren. Be it resolved, the WRSB move into an in-camera session for the next topic of discussion. All six members present were in favour, none against. Motion passed.

12:42pm – 12:52pm, the WRSB meeting moved into an in-camera session.

Motion 22-0623-12.1.1: Moved by Cynthia Downey, seconded by Pamela Gill. Be it resolved, the WRSB move back into the regular meeting of the board. All six members present were in favour, none against. Motion passed.

Motion 22-0623-12.1.2: Moved by Hal Cormier, Seconded by Pamela Gill. Be it resolved the WRSB move to ratify motion 22-0623-11.1.2. All six members present were in favour, none against. Motion passed.

Motion 22-0623-11.1.2: Moved by Hal Cormier, Seconded by Pam Gill. Be it resolved, the WRSB proceed with a judicial settlement conference without filing a certificate of readiness for the CRSB rate dispute case. All six Board members present voted in favour of the motion. Alfred Park voted against the motion.

Meeting adjourned at 12:56pm.