

**Western Regional Service Board
Public Meeting Minutes**

Meeting Information:

Date: Wednesday, March 16, 2022

Time: 11:00am – 12:25pm

Location: Zoom Meeting from WRSB Office, 14 Main Street, Corner Brook

Present were:

Josh Carey	WRSB Chair (Via Zoom)
Anthony Blanchard	WRSB Member– North/South Bay of Islands
Danny Conway	WRSB Member – Bay St. George (Via Zoom)
Gary Warren	WRSB Member – Burgeo and Area (Via Zoom)
Joseph Reid	WRSB Member - Long Range (Via Zoom)
Linda Chaisson	WRSB Member – Corner Brook (Via Zoom)
Melvin Keeping	WRSB Member – Southwest Coast (Via Zoom)
Pam Gill	WRSB Member – Corner Brook (Via Zoom)
Roger Barrett	WRSB Member – Western Hills (Via Zoom)
Jason King	Chief Administrative Officer, WRSB
Pauline Anderson	Executive Assistant, WRSB
Trent Quinton	Waste Operations Manager, WRSB

Missing with apologies:

Cynthia Downey	WRSB Member – Bay St. George (Cynthia was able to join via zoom for the last 15 minutes of the meeting)
Hal Cormier	WRSB Member – Humber Valley
Vacant Seat	WRSB Member – White Bay South

Call to Order

Meeting was called to order at 11am by WRSB Chair Josh Carey with quorum reached.

Introduction of Board Members and Staff. All members were introduced and a breakdown of each Ward and the appointment of each member was presented.

There are currently 5 new Board Members, 3 Interim Board members awaiting elections within their wards, 2 returning members and 1 vacant position.

In the three Wards served by interim Board members, there were no nominations for elections and the Department clarified that as per legislation, “a Board member will stay in their seat until they are replaced”. Government confirmed this clause supersedes the clause stating that a Board member must be a member of a municipal council or LSD committee to be a member of the Board. This is the reason we have three interim Board members. There will be a second round of elections in these three wards, as well as the ward in which there is a vacant seat, within the next 30-90 days pending covid developments.

1. Additions & Deletions to the Agenda

Motion 21-1203-1.1.1: Moved by Pam Gill, Seconded by Anthony Blanchard. Be it resolved the WRSB adopt the agenda for the March 16, 2022 meeting with two items added for discussion (“Confidentiality” and “Special Meeting”). All Board members present are in Favour, none against. Motion carried.

1.1 Confidentiality: the RSB Act is provincial legislation and is governed by any provincial or federal legislation as they apply to decision making processes and confidentiality. Information discussed is considered confidential until officially approved or adopted in minutes.

1.2 Special Meeting: There will be a special Board meeting held within the next two weeks regarding the two Information Sheet Items (Tipping fees for Clear Bags and Blue Bags) that were emailed to Board members last week. This special meeting will also include a review of the most recent correspondence with Government and the CRSB. Staff will provide all the background information in preparation for this meeting. This meeting will help the new Board members make an informed decision on the Clear Bag and Blue Bag questions.

Board members will send the Executive Assistant a listing of available times in their schedules over the next two-week period which will help determine a date for this meeting. Board members will provide only dates in which they have a five-hour time slot available in the next couple weeks.

2. Business Arising

Nothing to report at this time.

3. CAO Report

- The WRSB Office had our first positive covid case a couple weeks ago. Everything was handled according to the provincial guidelines and the office continues to adhere to the CMO's recommendations.
- Advanced Leadership Course: This is a five-week course the CAO is taking in one-week modules each month from January to April 2022. The majority of the funding for this course has been approved under the Provincial Government's LAMPS Program.
- The annual MMSB forum was held last week via zoom and focused on recycling and end market products.
- The WRSB Organization is currently working with a Masters Student who is doing her Master's Thesis on behaviour changes with a focus on waste management. She is focusing on the recycling aspect of waste management and will be working with us over the next 6-12 months.
- Wild Cove Fire: a fire occurred at the Wild Cove transfer station in late 2021 during overnight hours. There was no foul play determined after a video review from our IT system. The Loader was written off; however, there is an opportunity to salvage it for parts. There was significant smoke damage and interim repairs occurred to get us back into the building and out of the winter weather. We were only unable to use the building for a couple weeks, but once Spring settles in, additional work (ie. electrical and siding replacement) will need to take place at this site.
- Roger Barrett will email the CAO information on a program the WRSB may be able to utilize to assist in equipment expenses.

4. New Business

4.1 Meeting Schedule

Fixed dates are what worked for past Boards; however, we need to ensure any regular meeting schedule meets the availability of the current/new Board. Members present were in favour of continuing with a fixed date. The EA will send out possible meeting dates for next 2 meetings until we can get a full Board complement via elections in the remaining 4 wards.

4.2 Standing Committees

The Board traditionally has multiple standing committees. The committees that may need immediate attention include: Shared Services; Negotiation; and, Technical Committees. Information will be given to Board members about three committees prior to Committee member selection.

Finance Committee – there are a number of decisions in the next few months that will have significant financial impacts for the organization. It was recommended that instead of having a smaller Finance Committee review information presented by the Finance Department, the information would be presented directly to the Board as a Committee of the whole through Request for Decision (RFD) from the Finance Department.

Motion 22-0316-4.2.1: Moved by Roger Barrett, Seconded by Pam Gill. The former Finance & Administration Committee would no longer operate as a smaller committee but will be replaced by the Board as a Whole. All in favour, none against.

Technical Committee - The EA will send Board Members the CBCL High Level Cost Estimate Report for review and discussion at an upcoming meeting. This report was prepared to determine the costs involved with placing a Landfill in Western Newfoundland.

4.3 Orientation

Orientation will be scheduled in the near future and will take a full day to cover everything needed to bring the new Board members up to current issues, practices and policies.

5. Correspondence/ Media

There will be a news story aired based on a report released on March 15th from the Atlantic Healthy Oceans Initiative (AHOI). There is some misinformation in the report that is causing confusion with regards to the recycling programs in Newfoundland. There may be a response from the WRSB Chair to clear up this confusion.

If anyone wishes to read the report, please request a copy be sent to you from the Executive Assistant.

6. Next WRSB

Date options for the April and May meetings will be emailed to Board members who will respond with their availability. Once all Board members have responded, the meeting date and time will be confirmed until a stable schedule can be determined for regular Board meetings.

7. Other

The Chair appointment process was explained and it was confirmed that no official decision has yet been brought forward regarding the status of the Chair appointment for the next Board term.

Meeting adjourned at 12:25.