

**Western Regional Service Board  
Public Meeting Minutes**

**Meeting Information:**

Date: Thursday, February 23, 2023  
Time: 2:03pm – 3:40pm  
Location: WRSB Boardroom, 4 Herald Avenue, Corner Brook

**Present were:**

Bernd Staeben	WRSB Chair
Gary Warren	WRSB Member – Burgeo and Area
Melvin Keeping	WRSB Member – Southwest Coast – (Via Zoom)
Cynthia Downey	WRSB Member – Bay St. George
Lenny Tiller	WRSB Member – Bay St. George (Via Zoom)
Linda Chaisson	WRSB Member – Corner Brook
Pamela Gill	WRSB Member – Corner Brook – Arrived at 2:10pm
Alfred Park	WRSB Member– North/South Bay of Islands
Hal Cormier	WRSB Member – Humber Valley – Left at 2:55pm
Colin Davis	WRSB Member – White Bay South
Jason King	Chief Administrative Officer, WRSB
Trent Quinton	Operations Manager, WRSB
Charlotte Gauthier	Water Technician, WRSB
Pauline Anderson	Executive Assistant, WRSB

**Missing with apologies:**

Melvin Reid	WRSB Member - Long Range
Vacant Seat	WRSB Member – Western Hills

## Call to Order

Meeting was called to order at 2:00pm by WRSB Chair Bernd Staeben with quorum reached. Introductions were made and land acknowledgement was read.

### 1. Additions & Deletions to the Agenda

**Motion 23-0223-1.1.1:** Moved by Hal Cormier, seconded by Linda Chaisson. Be it resolved the WRSB adopt the agenda for the February 23, 2023, meeting as presented. All Board members present are in Favour, none against. Motion carried. Pam was not present for this motion.

### 2. Adoption of January 26, 2023, WRSB meeting minutes

**Motion 23-0223-2.1.1:** Moved by Cynthia Downey, seconded by Gary Warren. Be it resolved the WRSB adopt the minutes of the January 26, 2023, WRSB meeting as presented. All Board members present are in Favour, none against. Motion carried. Pam was not present for this motion.

### 3. Business Arising

#### a) Negotiations Update

Board passed a motion in the January meeting regarding an offer of tipping fee calculation formula which was sent to Central. The WRSB and CRSB negotiation committees met in Central on February 2<sup>nd</sup> to ensure the details of this offer were understood. The Chair shared notes of the discussions that occurred at this meeting to the WRSB members for information purposes. The expectation was that the CRSB would review the offer and make a motion at their February 23<sup>rd</sup> Board meeting and present their response to Western in a timely manner.

**Motion 23-0223-3.1.1:** Moved by Cynthia Downey, seconded by Linda Chaisson. Be it resolved the WRSB approve that in the event of a negative response from the CRSB regarding the Offer Western submitted to them, the WRSB approach provincial government to enact a third-party binding arbitration mechanism. All Board members present are in Favour, none against. Motion carried.

It was hoped that the settlement of the blue bag issue would show good-will on Western's side for the negotiations to continue.

### 4. CAO Report

#### a) Asset Management Project Update

Funding was approved by FCM for the project to be finished at the end of February. We met with BDO yesterday to have a runthrough of the program. Final edits are being made so everything is on track. Once project is complete, the funding will be provided in full. This project will be a very important tool to use for budget time, especially when determining the replacement of capital equipment.

#### b) MMSB Forum in Gander

This forum is scheduled for March 16-17 in Gander. The MMSB will reimburse the travel costs for **two representatives** from each waste management region. These representatives must attend the entire forum to be reimbursed. The CAO will be attending to give the Western presentation.

Can the board receive a listing of upcoming events that can prove beneficial to the WRSB. Cost works out to be \$700 per person. Staff will check with the Board members that previously expressed interest to see if they are still interested in attending. If they are still interested, the organization will pay their expenses. Attendance at these events by Board members is on a rotational basis.

c) CBCL Ltd Update

CBCL were informed of the approval of the study and will be ready to start the study at Wild Cove as soon as they are able to get access to what they need at Wild Cove in the Spring. This study will determine the years of life left to that site and if anything can be done to expand the site.

5. Standing Committee Reports

a) Finance Committee – (February 15, 2023) Linda Chaisson

**Financial Review**

- Budget vs Actual – Did a line-by-line review of the 2022 and January 2023 BvA reports.
- Receivables - AR 90+ and Collections – reviewed a detailed breakdown of companies with outstanding amounts beyond 90 days and how much of it is deemed as payable and which are in arrears. We are re-instituting the Fees Collection Policy to ensure payment occurs on accounts in 60 days or less of invoicing. This policy was not enforced since the turnover of the accounts department staff in 2021 but the current accounts department is working on enforcing this policy. If the customers don't pay in 60 days, their account will be deactivated, and they must pay off the account in full to get their account reactivated.
- Tonnage - Tonnage increased for January. Some of this is due to the debris from Hurricane Fiona brought in as mixed waste.
- Bank Account Review - All five WRSB Trust Accounts were reviewed. 3 are government accounts earmarked for specific projects and require government approval before accessing. 2 are for operating and capital expenses to keep the organization running smoothly. Discussions will occur with the Bank about if it is possible to earn some additional interest for the organization.

**Capital Update**

- Status on Quotes – half have been supplied.
- Shunt Truck - being put on the backburner right now as it isn't needed asap.
- CBCL Wild Cove Project - CBCL is prepared to delve into this project ASAP in the Spring.

**Electronic Products Recycling Association (EPRA) Contract – RFD to the Board**

EPRA contacted the WRSB organization to offer us \$5K to be the hub for the province for EPRA. The Manager of Operations reviewed the work entailed in facilitating this program at the Wild Cove Transfer station and the cost to the Organization to implement it. It will cost the organization approximately \$10,000 annually to operate the program. EPRA offered a 3-year contract at \$20K/year for the WRSB organization to proceed with operating this program. EPRA will arrange to get the material off the island via the west

coast, they only needed a hub in Western for storage and baling for the program to work. The WRSB facilitating this Program is a great help to them.

**Motion 23-0223-5.1.1:** Moved by Linda Chaisson, seconded by Colin Davis. Be it resolved the WRSB approve a three-year contract with the Electronic Products Recycling Association (EPRA) for the WRSB Wild Cove transfer station to be the ERPA Hub for Newfoundland. The organization will be paid \$20,000 per year to operate this program. All Board members present are in Favour, none against. Motion carried. Hal was not present for this motion.

### **Hurricane Fiona Government Inquiry**

Last contact with government is that they cannot submit anything to the Board in writing with regards to the earlier discussions about a discount in price for the disposal of Fiona debris but if the Board wants to offer any kind of deal, it would be welcome.

Recommendation is to leave things as they are until government comes back to us with an official request.

### **Pay As You Go – looking at two ways to facilitate this program:**

- Operationally change the transfer stations. The cost of this would be approximately \$200K per site.
- Add technological upgrades. The cost of this would be approximately \$420K dollars (Mainly R&D costs).

The office will continue to investigate these, and other, options/proposals and bring the information back to the Finance Committee. Regardless, this is not a program that could be implemented by April 1st as previously planned. If developed, the aim would be to start the new program in Wild Cove and if successful, implement it at the other sites.

Need to determine the costs for just the Wild Cove site for viability. Another option is to go out for RFP.

WC is the only site with 2 sets of scales so it would be easier to implement a system there; however, it is more difficult at the other sites as they only have one set of scales.

b) Shared Services – February 13, 2023 (Hal Cormier)

### **Water Services Expansion Program**

Charlotte Gauthier, WRSB Water Technician, gave a detailed presentation to the Finance Committee and will give the presentation today to the Board as an update on the Water Services Program.

The presentation included: the program purpose; background; obstacles; upgrades in the various community's water services; expansion of the program scope; and Asset Management Support.

### **Fire Protection Services**

After multiple emails and voice mails requesting meetings to discuss Fire Protective Services, a meeting took place earlier this week with Cory Spracklin, Fire Protection Officer with the Department of Justice and Public Safety. A lot of information was gathered at this meeting on how to start looking into providing these services.

### **Rural Transit Solutions Fund**

Stephenville area and Pasadena have similar projects in place that we may be able to learn about to see if it can be effective to pursue. May be opportunities to join some of these systems together. Lenny sits on the 'best bus' committee in Stephenville if information is required for the system in that area. The office will look into this program details a little more for the next Shared Services Committee Meeting.

### **Other**

Organics was briefly discussed. This is an ongoing discussion in the world of Waste Management. The WRSB will be getting into the Organics field at some point in the future and may be brought forward sooner pending the decisions that happen in Central regarding their tipping fee for western and if we have to decrease the amount of waste going to Central.

6. New Business - There was nothing to present under this agenda item.
7. Correspondence/ Media
  - a) Letter to MMSB  
At the January WRSB meeting, a draft letter directed to the MMSB was presented based on the board's acceptance of the proposed motion to recommend a full-service Extended Producer Responsibility (EPR) Packaging and Printed Papers (PPP) program. This motion was accepted, and the letter was signed and sent to the MMSB the next day.
  - b) It is recommended to get in touch with the Deer Lake Mayor regarding waste management after a recent facebook post stating concerns.
8. Next WRSB Meeting  
As per the approved schedule of 4<sup>th</sup> Thursday of the month (unless necessary to adjust) the next meeting of the WRSB will take place on Thursday, March 23, 2023, in the WRSB Office Boardroom. The time of this meeting is to be determined.
9. Other – nothing further brought forward for this meeting.

Meeting adjourned at 3:40pm.