

**Western Regional Service Board
Public Meeting Minutes**

Meeting Information:

Date: Thursday, July 6, 2023
Time: 2:08pm – 3:40pm
Location: WRSB Boardroom, 4 Herald Avenue, Corner Brook

Present were:

Bernd Staeben	WRSB Chair
Cynthia Downey	WRSB Member – Bay St. George
Lenny Tiller	WRSB Member – Bay St. George
Linda Chaisson	WRSB Member – Corner Brook
Pamela Gill	WRSB Member – Corner Brook (via zoom, left meeting at 3:20)
Alfred Park	WRSB Member– North/South Bay of Islands
Hal Cormier	WRSB Member – Humber Valley
Darren Fitzgerald	WRSB Member – Western Hills (arrived at 2:33pm during CAO Report)
Jason King	Chief Administrative Officer, WRSB
Diana Gosse	Finance Manager, WRSB
Pauline Anderson	Executive Assistant, WRSB
Trent Quinton	Operations Manager, WRSB (arrived 2:22pm due to highway construction)

Missing with apologies:

Melvin Keeping	WRSB Member – Southwest Coast
Colin Davis	WRSB Member – White Bay South
Gary Warren	WRSB Member – Burgeo and Area
Melvin Reid	WRSB Member - Long Range

Call to Order

Meeting was called to order at 2:08pm by WRSB Chair Bernd Staeben with quorum reached.

Land acknowledgement was read, and introductions were made.

1. Additions & Deletions to the Agenda

Motion 23-0706-1.1.1: Moved by Linda Chaisson, seconded by Lenny Tiller. Be it resolved the WRSB adopt the agenda for the July 6, 2023, as presented. All 6 Board members present are in Favour, none against. Motion carried.

2. Adoption of April 27, 2023, WRSB meeting minutes

Motion 23-0706-2.1.1: Moved by Cynthia Downey, seconded by Linda Chaisson. Be it resolved the WRSB adopt the minutes of the May 25, WRSB meeting as presented. All 6 Board members present are in Favour, none against. Motion carried.

3. Business Arising

a) Negotiations Update & Government Response

We sent a letter to the Minister(s) requesting a meeting to discuss the slowdown in negotiations with Central. We had a zoom conference with officials from the Department of Environment and Climate Change (ECC) on June 9. One point of discussion was regarding Central's statement that they will turn away our trucks on September 30th if we haven't paid our accounts to date with the amount they state Western owes (over \$235+K). They will give us an update once they are all back in the office and are able to review.

Main concern is the principle of paying out amounts based on what they say we owe. Also, what does this mean moving forward in our dealings with Central in the future.

Political implications were briefly mentioned during the zoom meeting which we have seen signs of since that day (agenda item 7a).

There may need to be decisions made at the September WRSB meeting regarding this situation. We don't have enough information, or feedback, from government to make the decisions right now. Currently, there was discussion and concern in paying the amount outright and what that will, or won't, accomplish. Board would like to continue to push for a meeting with government and/or Minister of ECC.

4. CAO Report

a) CBCL Work

- i Onsite drone work is now complete.
- ii Onsite field work is scheduled to begin the week of July 24th.
- iii Work is proceeding on Schedule.
- iv A report will be completed this fall after they are able to review the rare plants after they bloom in late summer.

- b) **Hauler's Course**
Coordinated effort with WRSB Staff members and the MMSB. After our last Board meeting the Board requested the link be sent out to them; however, the MMSB requested that this be delayed as they are currently going through revisions and would prefer to wait until the updated version of the course is available. Once the revisions are finalized, we will distribute the link to the Board. The aim is for September/October to have the edits completed.
- c) **Maintenance Building**
We have been working with Chad Phillips from the Department of Environment and Climate Change (ECC) on this project. RFP was finalized and went live last week, several questions received, working with (ECC) on responses through an addendum. The expected close date is July 14th with a review taking place the week of July 17-20 with ECC. The Technical Committee will be involved at this point.
- d) **MMSB Packaging and Paper Products Program**
Slideshow was distributed to the Board last week with other Board meeting documentation for review which shows the framework for the MMSB Packaging and Paper Products (PPP) Plan and timeframe. A summary document was also provided and distributed.
- e) **SWANA – Disaster Relief Summit Update (Presentation PDF)**
i The CAO attended a Natural Disaster Preparedness Summit in Dartmouth, Nova Scotia June 15 – 16. On June 15th he presented a slideshow on the WRSB's experience and processes followed during Hurricane Fiona in September 2022.
ii Very positive experience
iii Feedback was positive during the Summit and since (swana has informed us they have received positive feedback)
iv Expect more of this type of event as these weather events will become more frequent due to climate change.
- f) **BSG Ward Curbside Collection Update**
i Had a discussion with Vice-Chair of the LSD of Bay St. George South, advised of status, ongoing operations and expectations.
ii Discussion with Town Manager of Stephenville in attempt to obtain current contract and tender information. Was a positive discussion and is currently awaiting the documents and possible regional service approach moving forward.

Need to determine what communities are looking for collection services and see what the current contract states before we can move forward. It is in the Stephenville Town Manger's court now. The tender process has been thought out but there are a lot of moving pieces that need to be determined before decisions can be brought forward to the Board. There have been offers of a 2 year extension to some of the communities which may have been accepted. If this is the case for all communities included in the contract, that will give us up to two years to investigate.

g) Fire Protection Services Update

Linda Chaisson, Pamela Gill and Hal Cormier stated they are in a conflict of interest in discussing this item as councillors of the municipalities involved. Decision was to skip this item until we can determine how to deal with this in future Board meetings.

h) Annual Report (Report PDF)

This report was submitted June 29th with the audited statements and Gas Tax AER attached to it. This will become a bigger item in the future for our organization.

5. Standing Committee Reports

a) Technical Committee – June 8, 2023

C&D Landfill at Wild Cove (CBCL)

CBCL has obtained new drone footage to overlay the previous drone footage to gain perspective on the lifespan remaining at the Wild Cove Site.

CBCL Ltd have some work to do regarding the rare plants onsite when in bloom this summer. Next step is the drilling of new monitoring wells.

Maintenance Building

The Technical Committee and Dept of Municipal Affairs will review the RFP and the decision-making process for determining the new Prime Consultant for this project. The Prime Consultant will then develop an RFP for construction, and outfitting, of the Maintenance Garage.

Aim to have RFP for construction out in the Fall so we can begin construction in the Spring of 2024.

Norpen

The WRSB Chair and CAO had a zoom meeting with Norpen's Chair and new General Manager. The GM also came to Corner Brook on May 29th to meet with WRSB staff and tour of the Wild Cove facility.

Norpen is currently running out of space at their landfill, and they have been asked by Government to focus on participating in the Provincial Waste Management Strategy and investigate options available to them.

We need for Norpen to come to us with some kind of commitment before we can look at any options more seriously. If that occurs, the Technical Committee would be the group to facilitate this.

Too many moving parts to determine what will happen in the future.

Hauler's Course

The course that our Regional Outreach Officer and Operations Manager have both been working on with the MMSB for the past year is now at the review stage. MMSB is in the final stages of edits.

This course gives the haulers the ability to have uniformity in the training of their employees in dealing with the curbside collection aspect of the Western Regional Waste Management so that everyone is adhering to the rules, procedures, and policies of the Sort-It Western Program.

ICI Policy

The office is now setting up ALL commercial cards with the ability to be charged a contamination fee.

Front end loaders are the main problem with non-compliance as it is difficult to determine which of the multiple businesses whose waste is included in that load is the actual cause of the non-compliance and therefore be assigned the non-compliance fee charged to the collector for the load. We continue to investigate a solution for in ensuring compliance for those whose waste is collected via front-end loader.

WRSB Outreach Officer is working on an education program for the ICI sector like what was done with the residential section.

b) Finance Committee – June 13, 2023

Budget vs Actual - Reviewed line by line to the end of May with a 41% variance. No categories with a cause for concern.

Receivables / AR 90+ and Collections Update - The reimplementation of the Payment policy gave customers until July 4th to have their accounts current, so we are seeing more customers paying on their accounts.

Tonnage - Houses continue to be torn down in the SWC due to Hurricane Fiona. This continues to increase the tonnage amounts for 2023.

Financial Review - Its looking good although there are still some big accounts lagging into the 90+ zone; however, they do make regular payments. One company has broke the payment agreement they set up and presented to us and have now had their card has now been deactivated as a result.

Pay As You Go System for Residential Accounts

Two components of this project:

- i World Office Work – Schedule is currently being fine tuned and finalized.
- ii WRSB Work – Gates & concrete is ordered. Schedule to all be installed this Fall.

When system is ready it will be implemented right away; however, we cannot make it mandatory until after the education piece has been completed.

6. New Business

a) WRSB Professional Development and Teambuilding Workshop

Need to look at possible dates to schedule this event. We have reached to the department regarding presenting a governance piece. There will also be components presented by the CAO. Gardner Centre is also available to present a piece to the board. This would be a full day and possibly on a Saturday. Email will go out to Board members regarding availability before the end of October. If in October, avoid conflict with MNL annual conference.

7. Correspondence/ Media

a) Deer Lake Mayor and MHA Eddie Joyce News Segments

Both news segments were played for the Board.

This is similar to what was expressed by the same people earlier this year via facebook.

There have been concerns expressed from residents in the area regarding the distance from Deer Lake to the Hampden transfer station. Every ward has a transfer station except for the Western Hills ward, which means they have to go to the one out near Hampden.

8. Next WRSB Meeting

Due to the rescheduling of the June meeting into early July, the July meeting that was previously on the approved schedule for July 22 will be cancelled. As per the approved schedule the next meeting of the WRSB is tentatively scheduled for Thursday, August 24, 2023; however, there may be concerns with obtaining quorum for this date. The office will investigate date options for the next meeting and check availability for Board members to attend.

9. Other

Meeting adjourned at 3:40pm.

DRAFT