

**Western Regional Service Board
Public Meeting Minutes**

Meeting Information:

Date: Thursday, October 20, 2022
Time: 11:00am – 2:20pm
Location: WRSB Boardroom, 14 Main Street

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
Pamela Gill	WRSB Member – Corner Brook (Via Zoom, until 2pm)
Linda Chaisson	WRSB Member – Corner Brook
Jason King	Chief Administrative Officer, WRSB
Diana Gosse	Finance Manager, WRSB
Pauline Anderson	Executive Assistant, WRSB

Missing with apologies:

Alfred Park	WRSB Member– North/South Bay of Islands
Colin Davis	WRSB Member – White Bay South
Hal Cormier	WRSB Member – Humber Valley
Melvin Reid	WRSB Member - Long Range
Vacant Seat	WRSB Member – Western Hills

Call to Order

Meeting was called to order at 11:00am by WRSB Chair Bernd Staeben with quorum reached. Introductions were made and land acknowledgement was read.

1. Additions & Deletions to the Agenda

Motion 22-1020-1.1.1: Moved by Linda Chaisson, seconded by Melvin Keeping. Be it resolved the WRSB adopt the agenda for the October 20, 2022 meeting as presented. All 6 Board members present are in Favour, none against. Motion carried.

2. Adoption September 22, 2022 Public meeting minutes

Motion 22-1020-2.1.1: Moved by Cynthia Downey, seconded by Pamela Gill. Be it resolved the WRSB adopt the minutes of the September 22, 2022 WRSB meeting as presented. All 6 Board members present are in Favour, none against. Motion carried.

3. Business Arising - There was nothing to present under this agenda item.

4. CAO Report

a) Elections Update – Government Email

We still have one Board vacancy, which has gone through 2 elections and 2 resignations, and another ward whose representative has never attended any WRSB meetings and we cannot contact. An email was sent to the Department to inquire about our options in this matter. Government responded that as long as the organization has done its due diligence and is still unable to fill the seats, government can step in and appoint a representative for those wards.

Direction: Write a letter to Mayors within the Western Hills Ward (copy the Department) regarding the vacant position and the importance of filling this vacancy. Also, write a letter to White Bay South Community about absence of their member at our meetings since appointment. If this fails, we will have to go back to Government for assistance.

b) Hurricane Fiona Response

This hurricane hit the Southwest Coast of the island on September 23-24.

We kept the SWC transfer station open for extended hours and increased deliveries of the C&D material from this area to Wild Cove with cooperation with our contractors. During the first week this involved around the clock work to get the area's immediate clean-up needs met.

There is still a large amount of debris remaining to be delivered to the Southwest Coast Transfer Station, then on to Wild Cove, so the amount already brought to Wild Cove up to this point may at least double. May need to extend the hours at Wild Cove to get the deliveries made over the next week or two.

It will be quite a while before the debris is cleared up in the Southwest Coast Ward with condemned houses yet to be demolished, but it is hopeful it will be done before the winter sets in.

c) Office Move Update

The new office is located on the 6th floor of the Herald Tower and is currently undergoing renovations in preparation for our move. The move is set for December 1st and we hope to hold an open house in January, to bring awareness to our new location.

d) Public Drop-off Season Closure

The last date for these sites to be open is October 29th.

e) Fire Services Update

No shared services committee meeting since last Board meeting.

We need to correspond with Fire services to see what criteria must be met to proceed with investigation this proposition. Once discussions have occurred with Fire Services, we will go out to possible communities that may be able to provide the service.

Still in the very early stages of this project and cannot confirm its feasibility at this point.

5. Standing Committee Reports

a) Finance Committee – (October 11th) Linda Chaisson

2022 Review:

The biggest challenge for the 2022 budget is the fuel charges which continue to shoot up. Accounts Receivables – Reviewed where we stand with customers owing 90+ days. The Committee requested that Staff develop a plan for a “pay-as-you-go” program for residential customers for a possible April 1st implementation. This proposed program will be brought to the Board in early 2023.

2022 Capital is being reviewed by government for updating.

2023 Budget:

Salaries and Central disposal fee are the two numbers that were not finalized for the 2023 budget. This will be decided on at today’s meeting.

The group went through the 2023 budget line by line to explain the increase or decrease of each budget line from the 2022 budget.

Revenues:

- Residential tonnage included in the MSW numbers for the first time.
- Mussel Shells/Ash –first incorporated into the budget in 2022 and included again for the 2023 budget.
- Water Program – this is a year-by-year approval by government. Government is working on making the program a long-term commitment that they will fully fund; however, final approval may not occur until a year or two down the line.

Expenses:

- Contract increases and new contracts, including adjustment in per trip base rates.
- Increase in fuel in several budget items is the reason for over 50% of the total expenses increase for 2023.
- For the 2023 budget we used a placeholder amount as the Central Tipping fee. This amount will need to be adjusted with negotiations.
- Salaries & Wages increase due to benchmarking review and the increase CPI/cost of living.

Motion 22-1020-5.1.1: Moved by Linda Chaisson, seconded by Cynthia Downey. Be it resolved the WRSB move into an in-camera session. All 6 Board members present are in Favour, none against. Motion carried.

All Staff left the room at this point while the Board conducted their in-camera meeting.

Motion 22-1020-5.1.2: Moved by Lenny Tiller, seconded by Pamela Gill. Be it resolved the WRSB move back into the public meeting. All 6 Board members present are in Favour, none against. Motion carried.

The 2023 Operational Budget was prepared by Staff in consultation with the Finance Committee. The budget is based on multiple layers of fixed costs and the non-fixed General and Administration Costs. The 2023 budget does not include Capital Reserving, or any equalization offset funding as has been reviewed by this board on numerous occasions. The budget presented is a tight budget based on realistic projections associated with revenues and expenditures. The Fee Structure remains unchanged for 2023.

Motion 22-1020-5.1.3: Moved by Linda Chaisson, seconded by Lenny Tiller. Be it resolved the WRSB, in accordance with the Regional Service Board Act, approve the 2023 budget with operating revenues and expenditures totaling \$7,608,618. All 6 Board members present are in Favour, none against. Motion carried.

Motion 22-1020-5.1.4: Moved by Linda Chaisson, seconded by Mel Keeping. Be it resolved the WRSB approve the WRSB Tipping Fee remain at \$164/tonne for the 2023 calendar year. All 6 Board members present are in Favour, none against. Motion carried.

Motion 22-1020-5.1.5: Moved by Lenny Tiller, seconded by Linda Chaisson. Be it resolved the WRSB approve the Wages and Salaries in the 2023 budget as presented. Also, be it resolved there be a built-in 2% salary increase for 2024 and 2025. All 6 Board members present are in Favour, none against. Motion carried.

b) Negotiation Committee Update

Western and Central Boards met on October 5, 2022 in Deer Lake.

Everything discussed during this meeting was without prejudice with no decisions being made before both boards could be updated on discussions from the meeting.

Western Tipping fee in Central was talked about with an emphasis on the Shared Costs as determined by the White and Abbott report.

Discussion took place over money owing based on stipulated increases from 2020 to current.

A possible 50% settlement to this legal issue was presented at the October 5th negotiations meeting. Representatives from both boards agreed to bring this offer back to their boards for decision.

Motion 22-1020-5.2.1: Moved by Cynthia Downey, seconded by Pamela Gill. Be it resolved the WRSB agree to a settlement of \$63,271.43 which is 50% of the amount Central is suing Western, as a settlement for this legal issue. All 6 Board members present are in Favour, none against. Motion carried.

It was agreed to have another meeting in November after the two CAOs have had a chance to further discuss some numbers.

c) Technical Committee Update – Cynthia Downey

Wild Cove report by CBCL Limited: Cost of what the report recommends in expansion of the C&D landfill at Wild Cove is \$100K. Timeline is for work to begin in early Spring 2023. We will be going to government for possible cost-sharing opportunities.

Non-compliance fees were discussed and have been implemented, mainly in the Bay St. George Ward. Due to this, there will be a meeting arranged between WRSB staff and Communities in BSG Ward to explain the non-compliance fees and what is involved. This will allow the communities to open discussions with their contractors to remedy the problem.

ICI Policy update was given by Regional Outreach Officer Lynn Howse.

A second meeting will be set up between the TC, WRSB Staff and the Hauler's group. Dates were discussed with possible dates of Nov 16, Dec 13 and Dec 14 to be presented to the hauler's group as options. If none of these dates are feasible, the meeting will have to be postponed until January 2023.

It is suggested that Melvin Reid, Long Range Board member, be added to this committee and be involved in these discussions.

d) Shared Services Committee Update – Hal Cormier

No meeting of this Committee.

6. New Business - There was nothing to present under this agenda item.

7. Correspondence/ Media - There was nothing to present under this agenda item.

8. Next WRSB Meeting

Based on the approved schedule of the fourth Thursday of each month, the next WRSB meeting will take place on Thursday, November 24th.

Christmas Social 2022 – scheduled for Friday, December 16, 2022. The last WRSB meeting of 2022 will take place at around 2pm. Details will be sent out to all Board members as the date approaches.

9. Other - There was nothing to present under this agenda item.

Meeting adjourned at 2:20pm.