

**Western Regional Service Board
Public Meeting Minutes**

Meeting Information:

Date: Friday, December 1, 2023
Time: 2:05pm – 3:35pm
Location: WRSB Boardroom, 4 Herald Avenue, Corner Brook

Present were:

Bernd Staeben	WRSB Chair
Alfred Park	WRSB Member– North/South Bay of Islands
Colin Davis	WRSB Member – White Bay South
Cynthia Downey	WRSB Member – Bay St. George
Darren Fitzgerald	WRSB Member – Western Hills (via Zoom 2:15pm)
Gary Warren	WRSB Member – Burgeo and Area
Lenny Tiller	WRSB Member – Bay St. George (arrived 2:15pm)
Linda Chaisson	WRSB Member – Corner Brook
Melvin Reid	WRSB Member - Long Range
Jason King	Chief Administrative Officer, WRSB
Pauline Anderson	Executive Assistant, WRSB
Trent Quinton	Operations Manager, WRSB

Missing with apologies:

Pamela Gill	WRSB Member – Corner Brook
Hal Cormier	WRSB Member – Humber Valley
Melvin Keeping	WRSB Member – Southwest Coast
Diana Gosse	Finance Manager, WRSB

Call to Order

Meeting was called to order at 2:00pm by WRSB Chair Bernd Staeben with quorum reached.

Land acknowledgement was read, and introductions were made.

1. Additions & Deletions to the Agenda

Motion 23-1201-1.1.1: Moved by Linda Chaisson, seconded by Melvin Reid. Be it resolved the WRSB adopt the agenda for the December 1, 2023, as presented. All 6 Board members present are in Favour, none against. Motion carried.

2. Adoption of November 2, 2023, WRSB meeting minutes

Motion 23-1201-2.1.1: Moved by Cynthia Downey, seconded by Gary Warren. Be it resolved the WRSB adopt the minutes of the November 2, 2023, WRSB meeting as presented. All 6 Board members present are in Favour, none against. Motion carried.

3. Business Arising

- a) Murphy Brothers – No further correspondence from them.
- b) MMSB Presence at WRSB Meetings – at last meeting it was directed to invite a representative from the MMSB to attend our meetings starting in January 2024. MMSB has accepted the offer and will have a designated representative attending future meetings either in person or virtually.

4. CAO Report

a) CBCL Project Update

Further to the TC meeting discussions on this topic, the final report has now been received.

Wetlands and the plants report – This report will be sent out to the Board but due to the rare plants, we cannot extend east of the site.

Still waiting for the final report on the other two items (monitoring Wells and lifespan). Report has to be submitted before December 31, 2023.

b) WRSB Professional Development Summary

Did a review of the feedback from the November 4th Professional Development Day.

Feedback was positive. Suggested timeframe for this event is for it to take place every second year. The cost for the event was within our budget.

c) MAPA – MNP Status

MNP is the company will be doing the Central/Western work. They are working on finalizing the scope of work, which won't be signed off until both boards review it. Should have the document early in 2024 and then the Board will likely sit down with MNP to discuss the scope of work and the report.

d) Fire Services Email Request

We have submitted a request to Government to have Fire Protection Services added to the WRSB Regulations and will send them the research acquired to support this request.

This is a positive step forward for the WRSB and the Western Region.

5. Standing Committee Reports

a) Finance – November 24

- Budget vs Actual - Reviewed to the end of October with an 83% variance along with the rationale spreadsheet. Everything is on track. Overall, we are at 80% at the current time.
- Receivables - AR 90+ and Collections Update - Total in the 90+ category continues to decrease monthly. Large amounts due from two Southwest Coast communities, but we are expecting them shortly. We have not had any additional feedback from Collections.
Consensus of the Board: Contact legal to look for alternatives if collections continue not to be successful.
- Tonnage - Tonnage for October is lower than expected. The addition of the Ash numbers in the 2023 budget for the first time may be a reason for the skewed tonnage numbers this year. We received no ash from CBPPL in October.

Non-Compliance Fees

A letter from the City of Corner Brook resulted in a meeting of WRSB Staff with representatives from some Bay of Islands Communities who use the same waste hauler to discuss the new non-compliance fees charged to their bills. The issue was discussed but no initial resolution to the problem was recognized. They requested we put a halt to the inclusion of blue bag non-compliance fees (and not have to pay the non-compliance fees they have already been charged) as they attempt to remedy the condition the blue bags are coming to us in from the hauler's trucks.

May 24, 2022 – WRSB motion to accept \$234 tipping fee for non-compliant loads. This stemmed from the repeated contaminated loads from the BSG ward.

It took the BSG hauler three months to resolve their issue (sludge) that was causing the contamination and during that timeframe they paid all non-compliance fees charged. Once resolved, the increased fee was no longer necessary for blue bag deliveries and the hauler's tipping fee dropped the \$70 back fee to bring the tipping fee back to \$164/tonne.

If today's motion is approved, the communities need to be informed the non-compliant loads will still be tracked and recorded during this timeframe, not forgotten. The main concern is if they will truly investigate resolving this issue in timeframe allotted.

Also, if the motion is approved, the Board needs to recognize the BSG haulers who took initiative with this same issue in 2022 and resolved it on their own. This may involve recompensating them or giving them an account credit.

Motion 23-1201-5.1.1: Moved by Linda Chaisson, seconded by Alfred Park. Be it resolved the WRSB approves to postpone the application of the \$70/tonne Non-Compliance fee to blue bag deliveries, to allow sufficient time for the communities to correct the problem with blue bag deliveries. A review will take place after three months to determine if more time is needed. All Contaminated loads will be recorded during this time if no attempts are made to remedy the situation. Customers that previously paid the higher rate will be credited that amount. All 8 Board members present are in Favour, none against. Motion carried.

Will need an update on this at each monthly Board meeting.

b) Technical – November 29

CBCL – Wild Cove Update

Two pieces of work done by CBCL and is completed. Final Drafts are being finalized are scheduled to be received by the WRSB office before the end of 2023. Reports will tell us the revised lifespan of the Wild Cove C&D site and if expansion in that area is a possibility.

Curbside Collection Request for Proposal (RFP)

In 2018 there was an extensive discussion on if the WRSB Board wanted to take the same route as the CRSB and get involved in regional Curbside Collection. With the number of haulers already in existence in the Western Region, the Board decided to pass a motion to put a moratorium on Curbside Collection.

At the November 2023, WRSB meeting, this motion was rescinded so the organization can look into the service of curbside collection. This resulted from a request for assistance from some areas within Western who are dealing with the end of curbside collection contracts in their area.

The collector for some Western Hills Communities has recently retired and they were able to obtain an interim collector until the end of December. At that point, the collector will have to discuss pricing adjustments for any timeframe leading into 2024 until the communities can reach a contract with a hauler.

Staff met with representatives from these communities, and it was decided the WRSB would draft and release a Request for Proposal (RFP) for collection service for these communities. Work has started on this draft RFP and staff have been working on developing the steps needed to proceed with this endeavour. Once the draft RFP is completed, the group will meet again for the representatives to review for accuracy and approval.

Motion 23-1201-5.2.1: Moved by Cynthia Downey, seconded by Lenny Tiller. Be it resolved the WRSB approve to proceed with the procurement process with the finalization of a Request for Proposal for Curbside Collection by staff and the communities involved while being conscious of administration costs to the organization. All 8 Board members present are in Favour, none against. Motion carried.

Maintenance Building - Allnorth is completing an RFP to get a consultant to build the maintenance building. They are in the drafting stage that now includes a wash bay which increases the size of the building but still keeps it within budget. Aim to get the maintenance costs down below \$500K, which is achievable with the addition of this building, a mechanic and a shop foreman to start with.

ICI Non-Compliance - Process of Blue bag from the curb to market should be an ongoing focus of this group. The system works but it can be better, and improvements can be made.

Education is a big focus. Not only residents on the program, but with the towns so they know what needs to be included in their contracts with haulers.

Schools, hospitals, etc. need to be incorporated into the recycling program, even if it means they need to have a blue bag bin. Need to identify who to focus on in dealing with the ICI sector.

General Commercial (restaurants, gas stations, etc.) businesses are the problem areas with sorting as they need to have the proper disposal system outside (for haulers) so their internal system can be accommodated.

New Haulers course/education may help correct some of the problems with how collectors pick up the waste from the curb. There will also be new system put into place next year which identifies bags that are not being collected and the reasons why.

Deer Lake Curbside Collection – Deer Lake is using an automated collection truck system for collection. There are some concerns with this system and staff will discuss this system with Deer Lake reps to see if we can foresee any problems before another community adopts the same system.

Corner Brook - Requested to charge their blue bags and clear bags separately when delivered in the split truck. Their collectors want to drop off clear bags first under mixed waste, then leaving the site and going back over the scales to dump the blue bag waste so they can be scanned differently. This entails adding a new category to the data management system for recycling only. There is room at Wild Cove for the truck to turn around, but there is not space for this at other transfer stations.

We are looking at this with the city to see if this can be implemented and how it will affect their hauling contracts.

c) **Evaluation Committee** – November 2

Evaluation of the CAO has been signed off by both the CAO and the WRSB Chair. This will be an annual process. This is a positive process that outlines goals and progress.

d) **Shared Services** – No meeting since last WRSB Meeting

e) **Negotiating Committee** – No meeting since last WRSB Meeting

Put on next FC agenda to review the current Central/Western tipping fee for 2022 and 2023.

6. New Business

A brief summary was given regarding an event that took place in Stephenville regarding.... It was a peaceful and cooperative event in which the entire region came together.

7. Correspondence/ Media

Had a zoom 'meet and greet' meeting with Minister Haggie. There will be changes in the near future regarding regional services.

Media – we need to increase our appearance in the communities of Western Newfoundland through interviews and meetings with the media. A year end summary report of what the WRSB has accomplished during 2023 may be able to encourage interviews and contact by the media.

Look into inviting media to the office.

There is a media plan in place that will be implemented in the new year to help raising our profile in the region.

8. Next WRSB Meeting

The next meeting of the Board will take place on Thursday, January 25, 2024.

9. Other - Nothing further brought forward for discussion.

Meeting adjourned at 3:35pm.