

**Western Regional Service Board  
Public Meeting Minutes**

**Meeting Information:**

Date: Thursday, December 3, 2020

Time: 11:00 am – 1:12pm

Location: Corner Brook Civic Centre Meeting Room #2

**Present were:**

Anthony Blanchard	WRSB Member– North/South Bay of Islands
Barbara Barter	WRSB Vice-Chair – Burgeo and Area (Via Zoom)
Bernd Staeben	WRSB Member – Corner Brook
Cynthia Downey	WRSB Member – Bay St. George
Derrick Anthony	WRSB Member – Humber Valley (Via Zoom)
Josh Carey	WRSB Chair – Corner Brook
Joseph Reid	WRSB Member - Long Range
Lloyd Harnum	WRSB Member – Bay St. George
Melvin Keeping	WRSB Member – Southwest Coast
Jason King	Chief Administration Officer, WRWM
Pauline Anderson	Executive Assistant, WRWM

**Missing from Meeting:**

Eli Bishop	WRSB Member – White Bay South (Approved Leave)
Roger Barrett	WRSB Member – Western Hills

## **Call to Order**

Meeting was called to order at 11:00am by WRSB Chair Josh Carey with quorum reached.

### **1. Agenda Adoption.**

**Motion 20-1203-1.1.1:** Moved by Cynthia Downey, Seconded by Joe Reid. Be it resolved the WRSB adopt the meeting agenda for the December 3, 2020 meeting with an addition under New Business (Capital Funding RE Tipping Fee) as presented. All present are in Favour, none against. Motion carried.

### **2. Approval & Adoption Minutes from October 29, 2020 Meeting.**

**Motion 20-1203-2.1.1:** Moved by Lloyd Harnum, Seconded by Mel Keeping. Be it resolved the WRSB adopt the minutes of the October 29, 2020 WRSB meeting as presented. All present are in Favour, none against. Motion carried.

### **3. Business Arising**

#### **3.1 Safe Restart Funding Response from Government**

Staff reached out to Government contacts to determine if the Western Regional Service Board qualified for the following two Covid-19 Relief Funding program opportunities:

- Safe Restart Funding
- Covid-19 Stimulus Funding

It was quickly determined that this organization does not qualify for either of these funding programs.

#### **3.2 Non-Host Regions Meeting**

The next meeting of this group will be in early to mid January 2021 in preparation for the MMSB Forum.

### **4. CAO Report**

#### **4.1 Corner Brook Pulp Paper Limited (CBPPL)**

De-watered sludge material - CBPPL went to the Department of ECCM, who came to the WRSB around mid-November to see if we can use it for any purpose in our operation (ie. Cover material) as the mill generates 120 tonnes of this material each day. A sample was received at the office which shows it to be a troublesome material that cannot be used as cover. This item will be put to the Technical Committee to see if there is a way to take the material as a revenue item for a specified area of the landfill (similar to what is done with CBPPL Ash). There may be an opportunity to make further use of Wild Cove rather than transport it to Central, especially if it is an inert material. The Board agreed this should go to the Technical Committee for further review

#### 4.2 New Hire/Equipment Update

Roll on/off truck and the five bins have arrived in Corner Brook and currently undergoing the inspection. An employee was hired to operate this equipment and perform the jobs for which it was purchased. This will allow us to leave one of our own bins at Scotia recycling at a cost savings that would cover the salary of this new employee.

### 5. New Business

#### 5.1 Capital Funding RE: Tipping Fee

This item will be added to the December 14<sup>th</sup> Finance Committee meeting. Should any savings be brought forward to Western residents by a decrease in tipping fee or into Reserves for replacement of equipment/infrastructure/assets for we should be budgeting?

### 6. Standing Committees Reports

#### 6.1 Finance Committee Update

Next meeting is scheduled for December 14<sup>th</sup>. Nothing to report right now.

#### 6.2 Education Committee

Will be meeting before Christmas. Nothing to report right now.

#### 6.3 Technical Committee

CBCL proposal on Costing for Feasibility study of Wild Cove as an equivalent to lined landfill. WRSB previously agreed by consensus to move forward with this study with CBCL. Funding is available for the study in the current budget as well.

Timeline: 8 Weeks for the desktop review (expected to be submitted to WRSB office by mid-January). After the report is reviewed and accepted by the Board at the January meeting, there will be 4 weeks for the RFP to be completed.

Technical Committee will be meeting with CBCL before Christmas to ensure everyone is on the same page and any questions that need to be asked before the report is completed, are answered.

#### 6.4 Regional Services Committee

Committee met on November 12<sup>th</sup> to discuss how to proceed from the Webinars that took place Oct 27-30. Barbara offered to do the data analysis from the completed surveys/questionnaires. The best-case scenario would have 50% participation which would mean 39 communities completing the survey/questionnaire. Response has been slow but staff will make phone calls when time allows to get as many communities to participate as possible.

Need communities to understand this initiative is NOT a mandatory program and will only move forward if there is an interest and if there are cost savings to the communities.

## 6.5 Negotiating Committee

There was a meeting on December 2 regarding the Central Tipping Fee Audit report by MNP. The committee reviewed the report and found it reasonable, containing much of the content we requested.

Need to double check the MOU to see if the audit is to include the Jan-Mar 2019 period in the audit or just from April 1 - December 31, 2019.

There was concern that only expenses were looked at and not revenue.

Questions to MNP:

- Provide a breakdown of the Professional Fees category listed in the report which increased by over \$16K.
- Clarify “direct shared costs”. This is a change in terminology from Direct Costs and Shared Costs.
- The WRSB is good with the rest of the report, including the determined tipping fee; however, this agreement is for the interim agreement period and is NOT to be interpreted as a long-term agreement (as previously advised in a letter from our legal representative).

Approval was given to pay the MNP invoice now that the report is completed.

**Motion 20-1203-6.5.1:** Moved by Bernd Staeben, Seconded by Joe Reid. Be it resolved the WRSB submit questions for clarification to MNP, remit payment of invoice and accept the tipping fee as determined in the final report (expected to be \$28.76/tonne). All present are in Favour, none against. Motion carried.

The confusion from a previous email sent from CRSB to WRSB has been clarified by CRSB.

Chair is to speak with CRSB Chair about agreement with CPI for 2020 and 2021 to avoid another audit and additional expenses to both groups. This will be a without prejudice conversation/letter to Central.

## 6.6 Evaluation Committee

The Evaluation Committee has developed a Terms of Reference for the Western Regional Service Board to approve.

**Motion 20-1203-6.6.1:** Moved by Barbara Barter, Seconded by Cynthia Downey. Be it resolved the WRSB approve the Terms of Reference for the Evaluation Committee as presented. All present are in Favour, none against. Motion carried.

## 7. Correspondence/ Media

### 7.1 Government Letter on Cell #3

Our position has been firm with all Department Ministers and we have presented four solutions that are important to the Board: Transportation Subsidy; Capital Offset (70/30); Oversight Committee; and, the tipping fee for Western at Central include the actual costs in the operation of the landfill site only and not include the costs for the full operation of the CRSB organization.

Need to draft a letter to the minister to take a stand for Western Communities.

7.2 The Chair did an interview with NTV about the Regional Services Webinars. The office will send out the link to the story to ensure all Board members can view it.

7.3 News Release from Minister regarding the formation of a working group on Regional Services. There was disappointment from the Board that Regional Service Boards were not consulted or informed of this working group. Chair will write a letter letting the Minister know of our initiative to determine what other services are needed by communities in our region (recent Regional Services Webinar). It was encouraged that individual community councils may want to contact the department about this issue as well.

**8. Next WRSB Meeting – Call of the Chair**

Next WRSB meeting is tentatively scheduled for January 28, 2021 at the Corner Brook Civic Centre using CMO Guidelines in relation to Covid-19.

**9. Other**

There was a question raised about Moose butchers who are only in business for a couple months each year. CAO is to look into this question.

Meeting adjourned at 1:12pm.