

**Western Regional Service Board
Meeting Minutes**

Meeting Information:

Date: Thursday, February 21, 2019

Time: 2:30pm – 5:07pm

Place: WRWM Office, 14 Main Street

Present were:

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

Missing with apologies:

Call to Order

Meeting was called to order at 2:30pm by WRSB Chair Josh Carey with quorum reached.

1. Additions to the Agenda

There were three additions to the Agenda: Spring Clean Up; Transportation Subsidy; and, Oil Storage Tanks at Transfer Stations.

Motion 19-0221-1.1.1: Moved by Roger Barrett, Seconded by Derrick Anthony. The WRSB accept the amended agenda for the February 21, 2019 WRSB meeting as presented with three noted additions (Spring Clean Up; Transportation Subsidy; and, Oil Storage Tanks at Transfer Stations). All board members present were in agreement with the motion. All in Favour, none against. Motion carried.

2. Approval & Adoption Minutes from public December 14, 2018 WRSB Meeting

Motion 19-0221-2.1.1: Moved by Eli Bishop, Seconded by Roger Barrett. The WRWM to adopt the minutes of the December 14, 2018 Public Meeting as presented. All board members present were in agreement with the motion. All in Favour, none against. Motion carried.

3. Approval & Adoption Minutes from the In-Camera December 14, 2018 Meeting

Motion 19-0221-3.1.1: Moved by Rita Legge, Seconded by Barbara Barter. The WRWM to adopt the minutes of the December 14, 2018 In-Camera Meeting as presented. All board members present were in agreement with the motion. All in Favour, none against. Motion carried.

4. Business Arising

No items to discuss at this point.

5. New Business

A. Negotiations Committee

Negotiation Committee commenced discussions with CRSB in July 2018 after receiving authorization from the WRSB. Since that time various discussions have occurred with Government and CRSB. A mediation process took place and a mediator's report was released in December 2018. On February 8, 2019, both Board chairs had conversations with Dan Michielson, ADM of DMAE. Upon conclusion of those discussions, the WRSB negotiation committee reviewed the information and agreed to present the recommendation to accept contractual agreement to the WRSB. Budgetary Implications are: inability to budget for the following capital reserves; landfill equipment at 6 transfer stations; fleet of 20 trailers designed to move waste material; fund reserves in relation to transfer station buildings; new cellular development at CNWM; fund closure in Central NL waste site; and, inability to fund a contingency line item as part of the 2019 budget. WRWM will be funding a landfill equipment reserve for CNWM with no ability to fund a landfill equipment reserve for WRWM. Further discussions with the DMAE will be required and current budget is linked to the provincial review of the 2002 Provincial Solid Waste Management Strategy.

This is not the legal agreement, just the negotiated price. There will be an audit done after 12 months to determine the actual per tonne cost.

Motion 19-0221-5.1.1: Moved by Barbara Barter, Seconded by Cynthia Downey. Be it resolved the WRSB accept the contractual agreement regarding tipping fees in the amount of \$27.87/tonne and equipment capital reserve tipping fee in the amount of \$2.77/tonne as outlined in the agreement between CRSB and WRSB. All in Favour, none against. Motion carried.

B. Finance Committee

i Budget

On recommendation from the Negotiation Committee and based on discussions with the DMAE the finance committee have revised the budget for 2019

Motion 19-0221-5.2.1: Moved by Bernd Staeben, Seconded by Joe Reid. Be it resolved the WRSB approve the 2019 budget as presented in accordance with Section 26 the Regional Service Board Act. Nine board members were in favour with two against (Roger Barrett and Anthony Blanchard). Motion carried.

ii Boardroom Furniture/Storage

A proper counter top and proper storage should be installed to sanitarily store dishware, etc. Three outside quotes were obtained for a 12 foot unit with a counter top, storage, shelves etc.

Motion 19-0221-5.1.2: Moved by Cynthia Downey, Seconded by Eli Bishop Be it resolved the WRSB accept the low quote of \$2,810 + HST from Kent Building Supplies and WRWM office proceed with the purchase and inclusion of the unit in the WRWM Board Room as soon as possible. All in Favour, none against. Motion carried.

iii Ramea Bin

Tender was prepared by WRWM office in consultation with the DMAE and reviewed and approved by the Town of Ramea for posting. Tender went live in February 1 and closed Thursday, February 21, 2019 with 2 bid submissions.

Motion 19-0221-5.2.3: Moved by Joe Reid, Seconded by Barbara Barter. Be it resolved the WRSB approve the awarding of the tender to Atlantic Trailer and Equipment in the amount of \$24,635.00 plus HST. All in Favour, none against. Motion carried.

Board requested to be informed when money is recovered from DMAE for this item.

iv O'Brien's Accounts Receivable

Motion 19-0221-5.2.4: Moved by Bernd Staeben, Seconded by Joe Reid. Be it resolved the WRSB write off the outstanding account of O'Briens Ocean Products, in the amount of \$49,195.25 as recommended by legal counsel. All in Favour, none against. Motion carried.

C. Technical Committee – ICI Policy Update

Final edits are being made to the presentation by Stephanie Kilfoil and Consultation sessions will be scheduled for the 2nd week of March (March 11 – 15) in Port aux Basques, Stephenville, Corner Brook and Deer Lake. Official request made that board members attend the session taking place in their area/ward. Reminders will be sent out to the board members.

D. CAO Evaluation Committee

The Committee will be meeting March 4th to finalize the document and the timeline. When dates are finalized regarding the questionnaire, the finalized questionnaire will be sent to Pauline to go out to the WRSB.

Motion 19-0221-5.4.1: Moved by Barbara Barter, Seconded by Roger Barrett. Be it resolved the WRSB be presented the CAO Appraisal at the next WRSB meeting for review and approval before implementation. All in Favour, none against. Motion carried.

- E. MMSB Update – The CAO met with Gary Ryan on Friday, February 15th at the WRWM Office.
- i Beverage Program – The same standard agreement will go to all regions and there will be no negotiations regarding it. A letter will be sent to the Chair which will then be forwarded to the board. \$150,000 expected back from this program.
 - ii Milk Packaging – The same standard agreement will go to all regions and there will be no negotiations regarding it. Results will be based on auditing procedures with the CAO will get from the MMSB for the WRSB.
 - iii Annual Forum – taking place in Corner Brook March 14-15. Will give update at next WRSB meeting. Josh, Jason, Barbara and Bernd to attend.
 - iv Waste Audit Update – Taking place this week. WRWM worked with collectors from random residences in various communities which will give valuable information on processes and diversion. An audit will be done annually in Western and the Board will receive the results when finalized.
- F. Scotia Recycling – April 17th is the date Scotia Recycling confirmed as the start-up date of their local MRF. At that point, all Western Blue bags will be delivered to them for processing.
(Chair still plans to visit Edge Marine Services in Halifax to bring back information to the WRSB).

6. Correspondence / Communications

The WRSB Chair received a request from Ann Marie Hann to meet with the WRSB in March to discuss this review. Board will want to meet with her to discuss issues with the Provincial Waste Management Strategy.

7. Spring Clean Up

WRSB members would like to continue to offer this program in 2019. It was a topic covered in the Joint TC/FC meeting earlier today. There will be further discussion and investigation of this topic at the March committee meeting (FC or another joint TC/FC meeting). Any results or options from this discussion will be brought forward to the March WRSB meeting.

8. Transportation Subsidy

This is a topic that should be back on the table. There is a potential meeting of the WRSB with the Minister of Municipal Affairs and Environment on March 2nd at which this can be presented along with discussion about Equalization Offset formulas and Capital Reserves. This topic has been mentioned in meetings with government continuously over the past several years and has not been forgotten about. Main point of concern is the cost of transporting waste from the centroid of Corner Brook to the Norris Arm facility.

9. Oil Storage Tanks re: Transfer Stations

Consideration should be given regarding providing large tanks at transfer stations in order to be able to accept used oil from the smaller commercial businesses. This is an item that MMSB is currently looking into and an item which may be addressed at next month's Industrial, Commercial and Institutional (ICI) Consultation Sessions.

10. Confirm next WRSB meeting date

Possible meeting with Minister on Saturday, March 2nd at 2pm. WRWM office will notify the board once the DMAE confirm.

Next WRSB meeting will take place at 2pm on Thursday, March 21, 2019 in the WRWM office.

11. Other

There was an update provided on a recent accident involving a WRWM trailer. Accident investigation is ongoing and our Trucking Contractor is in contact with their insurance provider.

Meeting Adjourned at 5:07pm