

**Western Regional Service Board
Public Meeting Minutes**

Meeting Information:

Date: Thursday, January 28, 2021

Time: 2:17pm – 3:47pm

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
Bernd Staeben	WRSB Member – Corner Brook (departed at 2:50pm)
Cynthia Downey	WRSB Member – Bay St. George
Derrick Anthony	WRSB Member – Humber Valley
Eli Bishop	WRSB Member – White Bay South (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
Roger Barrett	WRSB Member – Western Hills
Jason King	Chief Administration Officer, WRWM
Pauline Anderson	Executive Assistant, WRWM

Call to Order

Meeting was called to order at 2:17pm by WRSB Chair Josh Carey with quorum reached.

1. Agenda Adoption

Motion 21-0128-1.1.1: Moved by Anthony Blanchard, Seconded by Cynthia Downey. Be it resolved the WRSB adopt the meeting agenda for the January 28, 2021 meeting with the additions of the Bay St. George South Letter as 8.3, and 2 motions from the privileged meeting held prior to this meeting. All present are in Favour, none against. Motion carried.

2. Approval & Adoption Minutes from December 3, 2020 Meeting

Motion 21-0128-2.1.1: Moved by Roger Barrett, Seconded by Bernd Staeben. Be it resolved the WRSB adopt the minutes of the December 3, 2020 WRSB meeting as presented. All present are in Favour, none against. Motion carried.

3. Business Arising

3.1 Letter to the Minister

A Letter was drafted by the Vice-Chair stating the concerns the WRSB has with the lack of progress concerning the potential agreement with CRSB Norris Arm landfill site. The consensus of the board was the letter was well written and contained pertinent information to be presented to the Minister. The direction of the Board is to wait until after the Provincial election and any subsequent cabinet changes occur before forwarding the letter and requesting a meeting to discuss the points outlined within the correspondence.

This letter will be reviewed at the next WRSB meeting.

3.2 MMSB Forum and Non-Host Regions Meetings (Postponed)

The MMSB Forum has been postponed due to the Provincial Election being called.

The Non-Host Regional Meetings haven't proceeded any further to-date.

3.3 Moose Butchers

Moose butchers are seasonal operations and there was concern expressed over properly disposing of the remains beyond the butchering of the animal, any fat, skin, bone and leftover refuse being put into clear bags and placed at the curb while ensuring curbside regulations (number of bags, or weight of bags allowed) are adhered to. WRSB policy provides for the acceptance of waste at all transfer stations. Determination at curbside is a municipal decision.

4. CAO Report

No report for this meeting.

5. New Business

Nothing to report for this meeting.

6. Standing Committees Reports

6.1 Finance Committee Update – Last Meetings Dec 14, 2020 & Jan 26, 2021

6.1.1 *2021 Residential Credit Program*

This item was discussed at the Finance Committee meeting on January 26th as a positive to put forward for residents with no financial risks. Board members had concerns and questions about the Pilot Program. This RFD is tabled until the next WRSB meeting.

Board members are to send their questions/concerns via email to the WRSB Office. These questions will be reviewed by the Finance Committee and answers provided at the next WRSB meeting.

6.1.2 *Trailer Replacement*

In summer 2020 one of the WRWM trailers was destroyed by fire. The trailer was covered by the trucking company's insurance for a \$150K payout. The amount payable by the insurance company was lower than the trailer replacement cost; therefore, the WRSB will be required to move funds from our Capital Program to cover the unfunded portion for full replacement.

Based on the review of the Public Procurement Policy, section 7.2, correspondence with the PPA Staff, and detailed operational management breakdown of trailer specifics is recommended to sole source the trailer.

Motion 21-0128-6.1.2: Moved by Joe Reid, Seconded by Cynthia Downey. Be it resolved the WRSB approve to procure a replacement trailer through sole sourcing and paying the difference of \$51, 747 (plus HST). All present are in Favour, none against. Motion carried.

6.1.3 *Capital Funding RE: Tipping Fee*

A question was presented at a previous Board meeting to use the Reserve Account to lower the Tipping Fee. Calculations show that using the reserve account would only lower the tipping fee to \$105/tonne for one year. It would leave the organization in risk as there would be no reserve for any equipment replacement that may be needed. After one year of that lower tipping fee, the tipping fee would then need to increase above the current tipping fee amount.

There was a question about the possibility of using only a portion of the Reserve account to lower the tipping fee by \$10 or \$20; however, lowering it by any amount would leave the organization vulnerable. Our current 5-year cycle plan ends after 2022, so there will be discussions within the next year or so as we develop the next 5-year cycle as to what tipping fee will be required to keep the organization stable.

6.2 Education Committee Update - Last Meeting December 14, 2020

The Outreach Officer gave a review of the work conducted in the last quarter of 2020 and the work plan for the first quarter of 2021. This report included:

- Education/information on moose butcher practices
- Contamination issues in the Blue Bags
- The blue bag cycle from curbside to processing. Many residents still believe blue bags are going directly to landfill and aren't being recycled
- Statistics on amount of waste redirected from the landfill through the recycle program
- The coordinated effort of the Regional Outreach Officer and MMSB of developing an educational video covering the cycle of the blue bag program is being worked on and will be used in the educational program later this year.

6.3 Technical Committee Update – December 18, 2020 & January 27, 2021

CBCL Limited submitted a draft report concerning a review of Wild Cove as a potential suitable site for a Western Landfill.

Ongoing discussion with CBCL with the final report being presented to the Technical Committee for review and providing guidance for future options and considerations by the Board. The Board agreed by consensus to wait for the final report by CBCL.

6.4 Regional Services Committee Update – Last Meeting January 19, 2021

The WRSB held Webinars during the last week of October 2020. These webinars discussed the possibility of the WRSB providing additional regional services to communities who wish to share these services in a more cost-efficient manner.

A component of the consultation process is a questionnaire/survey that was sent to all communities in Western. The results were compiled into an analysis report.

After the data review and discussion, two lines of expansion were recommended: Municipal Enforcement; and, Water/Wastewater Program.

Motion 21-0128-6.4.1: Moved by Barbara Barter, Seconded by Derrick Anthony. Be it resolved the WRSB approve the development of a WRSB Program including Water/Wastewater, and Enforcement Services throughout Western Newfoundland. All present are in Favour, none against. Motion carried.

6.5 Negotiating Committee Update – Last Meeting January 12, 2021

We will be continuing with the interim agreement until further discussions and agreements can be arranged.

6.6 Evaluation Committee Update – January 25, 2021

BDO provided templates that may be of use to the organization for evaluation and performance purposes.

The committee need to finalize a performance review for the Chief Administrative Officer. This template will be presented at the next Board meeting before forwarding it to staff for their input. Final approval will be at the March WRSB meeting.

7. Correspondence/ Media

7.1 Letter to Central RE MNP Report

Letter was sent to Central after the December 3rd meeting as per direction from the Board. The office received a response to that letter late yesterday afternoon (January 27th). There were concerns expressed about the CRSB continuing to incorporate additional into the tipping fee without consultation (ex. New fire truck & building to house fire truck constructed, and hiring of three additional staff). These issues will be discussed directly with the Minister as outlined previously within these minutes.

7.2 Letter to Minister on Regionalization Steering Committee

As per direction from the WRSB, a letter was sent to the Minister on this topic in December.

7.3 Letter from Bay St. George South

A letter was sent to the Minister from the LSD of Bay St. George South which supports the points referenced in the WRSB letter to the Minister on the topic of the Regionalization Steering Committee.

8. Next WRSB Meeting – Call of the Chair

Next WRSB meeting is at the call of the Chair.

9. Privileged Meeting Motions

The following motions were presented at a privileged meeting that occurred immediately preceding the regular Board meeting. They were brought forward for ratification to the public meeting of the Board as follows:

Motion 21-0128-9-1-1: Moved by Barbara Barter, Seconded by Lloyd Harnum. Be it resolved the WRSB accept the Staff Policy Manual and provide opportunity for CAO review and input. All present are in Favour, none against. Motion carried.

Policy will come to the Board at the next meeting for formal approval.

Motion 21-0128-9.1.2: Moved by Bernd Staeben, Seconded by Joe Reid. Be it resolved the WRSB adopt the BDO Organizational Structure Future State Plans as presented. All present are in Favour, none against. Motion carried.

10. Other

Nothing further was put forward for discussion.

Meeting adjourned at 3:47pm.