

**Western Regional Service Board
Meeting Minutes**

Meeting Information:

Date: Thursday, March 21, 2019

Time: 2:13pm – 4:50pm

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
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
Roger Barrett	WRSB Member – Western Hills
Jason King	Chief Administration Officer, WRWM
Pauline Anderson	Executive Assistant, WRWM

Missing with apologies:

Derrick Anthony	WRSB Member – Humber Valley
-----------------	-----------------------------

Call to Order

Meeting was called to order at 2:13pm by WRSB Chair Josh Carey with quorum reached.

1. Additions to the Agenda

Motion 19-0321-1.1.1: Moved by Bernd Staeben, Seconded by Melvin Keeping. The WRSB accept the agenda for the March 21, 2019 WRSB meeting as presented. All in Favour, none against. Motion carried.

2. Approval & Adoption Minutes from public February 21, 2019 WRSB Meeting

Motion 19-0321-2.1.1: Moved by Eli Bishop, Seconded by Cynthia Downey. The WRWM to adopt the minutes of the February 21, 2019 Meeting as presented. All in Favour, none against. Motion carried.

3. Approval & Adoption of Minutes from March 2, 2019 In-Camera WRSB Meeting

Meeting minutes will remain in-camera. No adoption at this time.

4. Business Arising

No items to discuss at this point.

5. New Business

A. Negotiations Update

We do have a commitment of \$27.87/tonne but we do not have an agreement on when it is effective. Memo was sent to the Assistant Deputy Minister of Municipal Affairs and Environment asking the department for intervention. The Central Regional Service Board (CRSB) is meeting today so any text agreement resulting from that meeting would come directly to Western.

The Finance Committee recommends not paying the \$35/tonne until we find out the result of today's CRSB meeting and the legal text. Agreement in Principle: If in the legal agreement the \$27.87 isn't effective until April, then WRWM will pay the \$35/tonne until the April date in the agreement. The difference in these two rates will result in an additional extra cost of approximately \$20,000/month.

Motion 19-0321-5a1: Moved by Roger Barrett, Seconded by Barbara Barter. Be it resolved the WRSB wait to hear from CNWM about the legal text to see if agreement dates and rates are applicable. All in Favour, none against. Motion carried.

B. Committee Reports

i Finance Committee

1 Spring Clean Up

In 2018, the WRSB approved to provide free residential drop-off at the Wild Cove and St. Georges Waste Disposal sites for all four Saturdays in the Month of May. Since WRWM now has all six transfer stations operational, we propose that for 2019 we extend this service to include all six transfer stations. As the weather is rather unreliable in the month of May, it is suggested that we switch the program to four Saturdays in June (June 8, 15, 22 & 29). The three Public Drop-off areas may also be operational in June to assist residents who reside more than one hour's drive from the transfer station.

Motion 19-0321-5b1: Moved by Joe Reid, Seconded by Anthony Blanchard. Be it resolved the WRSB approves to provide free residential drop-off at all WRWM Transfer Stations & Public Drop-offs for June 8, 15, 22 and 29. All in Favour, none against. Motion carried.

2 **MMSB Beverage Deposit Agreement**

The WRWM office received a letter from MMSB confirming that they are in a position to provide compensation for unredeemed beverage containers that flow through the Material Recovery Facility in Corner Brook. In order to avoid the necessity for sorting and counting every recovered container, a mutually acceptable arrangement would be worked out whereby a representative sample of sorted material would be periodically analyzed and the ration of deposit bearing containers to non-deposit bearing containers determined. This will amount to approximately \$100,000 revenue for WRWM and will come straight to WRWM from the MMSB.

Motion 19-0321-5b2: Moved by Cynthia Downey, Seconded by Joe Reid. Be it resolved the WRSB execute the agreement with the MMSB in relation to the Beverage Deposit Program. All in Favour, none against. Motion carried.

3 **MMSB Milk Packaging Agreement**

The Atlantic Dairy Council (Newfoundland Milk Processors Division) and MMSB have established a partnership whereby MMSB (acting on behalf of the Atlantic Dairy Council) will broker recycling compensation arrangements with groups who recycle fluid milk packaging. This will amount to approximately \$35-40K revenue for WRWM and will come straight to WRWM from the MMSB.

Motion 19-0321-5b3: Moved by Cynthia Downey, Seconded by Eli Bishop. Be it resolved the WRSB execute the agreement with the MMSB in relation to the Milk Packaging Deposit Program. All in Favour, none against. Motion carried.

4 **Remuneration**

During the auditing process, backup documentation for board decisions was reviewed with the auditors. It is clear from the board perspective that all financial decisions need to be transparent and supported by board motion. Remuneration for board members is one of the areas that requires full transparency accompanied by supporting documentation. It is therefore being recommended to introduce a procedure accompanied by a policy support for quarterly remuneration. It is being suggested that all meetings of the board, committee and other ad hoc meetings involving board members be clearly documented and signed by the individual requesting the payment under the remunerations portion of the policy and procedure manual.

Motion 19-0321-5b4: Moved by Bernd Staeben, Seconded by Cynthia Downey. Be it resolved the WRSB approves the quarterly remuneration record sheet as the official document to be used by all board members claiming per diems for meetings within the existing policy of board governance. Be it further resolved that each board member be required to complete and sign the claim and by so doing it is affirmation of correct information and becomes the board members responsibility. All in Favour, none against. Motion carried.

ii Technical Committee – ICI Consultation Update

One of the biggest concerns we heard throughout the consultation process was the ‘Responsibility of the Haulers’. WRWM has no authority to investigate allegations of haulers price gouging. Many generators are concerned of the power Haulers have and the spin they can put on the messages coming out from WRWM.

ICI Sessions resulted in 8+ pages of information which has been passed along to CBCL (Stephanie Kilfoil) to compose a draft report. The report will contain recommendations that will be categorized into three areas:

- Can deal with or accommodate
- May be able to accommodate with policy change
- Have absolutely no control over and can’t change (legislation)

July 2019 roll-out of this policy is not possible. May be able to have a ‘soft’ rollout in the fall with a ‘hard’ rollout in early 2020.

Once report is received and reviewed by the Technical Committee, it will be brought to the WRSB. Some recommendations may require legislation changes (ex. asbestos disposal in more than just the Wild Cove site in Western).

Consultant is going to do comparables to other regions (ex. PIE) to assist in the recommendations.

Need to have Government departments (ex. Environment & Wildlife) work with us on some of these new policies.

iii Evaluation Committee – CAO Evaluation

WRWM staff left during this discussion/update from the Evaluation Committee regarding the procedure to be used for the CAO’s evaluation (15 minutes).

C. CAO Updates

i Water Technician Update

Three year project ends March 31st. Province announced at last week’s MMSB forum that it is being extended for 2 years. Jason is going back to Jaimie to see if there is interest in her continuing with the program.

ii Waste Audit Update

MMSB did our first audit approximately 3 weeks ago but with the work involved in preparing last week’s MMSB Forum, the report has not been finalized yet. The Report should be ready for the next Board meeting.

Audit Process: Waste from 100 households were selected randomly in Western. The bags were labelled and brought back to Wild Cove where a sorting station was set up to see what material was contained within those bags. The results will show what we need to tighten up on regarding diversion and what additional education is needed.

iii MMSB Forum Update

14th Annual forum was held in Corner Brook March 14-15. WRWM hosted a social at the office on the evening of Wednesday, March 13th. Day one (March 14) involved presentations from all regions represented as well as round table discussions. Day two (March 15) involved tours of Wild Cove, CBPPL and the Corner Brook Water Treatment Plant.

This forum was very informative and present many opportunities to pass along experiences and knowledge. There was also a high level of dialogue with government officials attending the forum. Ann Marie Hann and Sean Kelly, who are conducting the Provincial Waste Management Strategy review were present at the forum which gave them an opportunity to meet Waste Management representatives from all regions of the province.

iv SWANA

Trent Quinton and Jason King attended the Swanapalooza in Boston to attend the 'FasTrack' education program for their re-certification. Although the sessions and trade show were very informative, it was not as extensive as what is available at the annual WasteCon Event. The SWANA WasteCon is in October this year in Phoenix, Arizona, if any board members are interested in attending, please let the WRWM office know ASAP.

v Recycling Program (Scotia Timelines and Port aux Basques Storage)

March 19th Jason emailed Dwight Whynot to confirm the schedule is still on track for the opening of the Scotia MRF in Corner Brook. Dwight assured everything is on track for mid-April (April 17th). The Staffing is all set up, equipment is on schedule to arrive and be constructed in the building in early April.

We will have limited time (3 weeks) to get the material being stored in the Port aux Basques warehouse back to Corner Brook to be processed at the new Scotia MRF once it is opened on April 17th. How fast can Scotia process a trailer of material?

Port aux Basques Warehouse – the agreement was signed after legal counsel review. Timelines and expenses are understood by both parties.

D. PWMS Review/Presentation

The WRSB Negotiations Committee had a preliminary meeting with Ann Marie Hann and Sean Kelly on Friday, March 15th to clarify and prepare an agenda for a more detailed meeting with them April 24 & 25. April 24th would be the discussion of the agenda, April 25th would be the discussion of recommendations. A third day was suggested to cover the geography but Ann Marie Hann believes she has a grasp on that.

There was discussion as to whether to have the collective board attend April 24/25 or just to have the smaller committee represent the board. The smaller committee was advised to proceed but to take all input from the board into consideration for the presentation.

The draft agenda and the Terms of reference will direct the presentation being developed by the committee for the April 24 & 25 meetings. Pauline will circulate Ann Marie Hann's Terms of Reference to all Board Members. If any member wishes to have any input into the presentation based on the Terms of Reference, they are to contact Pauline or any member of the Negotiating Committee by March 29th.

There was discussion that we need to be sure we put forward everything we want them to consider; otherwise, it won't be included in any recommendations/report that will be prepared by Ann Marie Hann. It was suggested where we do not have an engineered lined landfill, if opportunities become available in the future that can prove to be cost effective, we should have the opportunity to look into it and not have opportunities closed off to us.

E. Regional Outreach Officer

Received verbal approval from MMSB of the acceptance of this application for WRWM. MMSB would like to be involved in the work timeline along with the WRSB Advisory Committee.

Motion 19-0321-5E1: Moved by Roger Barrett, Seconded by Cynthia Downey. Be it resolved the WRSB approves the formation of an Advisory Committee for the Regional Outreach Officer to work with the WRWM office and MMSB on a project timeline, education process, and developing the key performance indicators. All in Favour, none against. Motion carried.

The Advisory Committee will be composed of Tony Blanchard, Melvin Keeping and Eli Bishop.

6. Correspondence / Communications

There has been little press coverage done by WRWM as we don't want to get into any confrontations through media. The WRSB Chair did conduct an interview as the WRSB and WRWM felt there was misinformation in the media that needed to be corrected.

7. Confirm next WRSB meeting date

The Chair requested that the next meeting be at the call of the chair as with the upcoming PWMR meetings, there will need to be some leniency regarding the schedule in the next month or so and this review needs to be the focus at this point to ensure all topics are presented to Ann Marie Hann and Sean Kelly in order to complete their report. No tentative date for the next WRSB meeting at the current time.

8. Other

Nothing further was brought forward for discussion.

Meeting Adjourned at 4:50pm