

BOARD MEETING

April 17, 2025 – Regional Site

Attendance

Robert Elliott	Chair
Marcus Hiscock	Buchan's Junction – Ward 1
Woodrow Gidge	NWI/Twillingate – Ward 3
Keith Howell	Gander Bay – Ward 5
Triffie Parsons	Indian Bay – Ward 6 - Virtual
Glenn Arnold	Terra Nova – Ward 7 – Vice Chair
Percy Farwell	Town of Gander - Ward 8 – Secretary
Robert Hiscock	Town of Grand Falls-Windsor – Ward 9
James Sceviour	Bishops Falls/Botwood/Lewisporte – Ward 10
Alethea Thompson	Norris Arm/Norris Arm North – Ward 11 - Virtual
Pam Preston	Chief Administrative Officer – CNWM
Mark Attwood	Manager of Operations – CNWM
Karen White Attwood	Manager of Finance/Administration – CNWM
Gary Ryan	MMSB - Virtual

Apologies

Alexander Crawford	Fogo Island – Ward 4 - Virtual
Keith Humber	Point Leamington – Ward 2
Vacant	Direct Haul – Ward 12
Wayne Lynch	Digital Government and Service NL
Christa Curnew	Dept of Municipal Affairs and Environment

1. Call the meeting to Order at 1:00 p.m.

MOTION: Moved by R. Hiscock to accept the agenda. Second by M. Hiscock. M.C.

2. **MOTION: Moved by K. Howell to adopt the minutes of March 27, 2025. Second by J. Sceviour. M.C.**

MOTION: Moved by J. Sceviour to adopt the minutes of April 14, 2025 – Special Meeting. Second by T. Parsons. M.C.

3. Business Arising
4. Financial Report

MOTION: Moved by M. Hiscock to approve payment of invoices from March 8, 2025 – April 8, 2025 in the amount of \$296,484.78. Second by G. Arnold. M.C.

Q1 – Budget vs Actual

- Manager of Finance provided an overview on the first quarter. Providing details on variance on several accounts. Manager of Finance noted 12% of budget for Q1.

5. Review of Commercial Haulers accounts

- Manager of Finance and Administration advised the board one community is in arrears of over 30 plus days

6. Other Business

a. WRSB/MNP

- Invoice has been sent to WRWM based on the MNP report to outlining the agreed balance owed to CRSB for 2020 – 2023. In the amount of \$347,696.56. Once the 2024 financial audit is finalized, we will be able to proceed with 2024 invoicing.

- A landfill agreement being worked on is still in draft form and will be submitted to the board for review. A legal opinion will also be obtained prior to acceptance.

b. Hebert's Recycling Inc.

- As noted in the minutes of the special meeting held on April 14th, 2025, the contract terms presented were accepted by the board.

- Prior to the end of this new 3 year contract the board will proceed with and RFP on MRF operations.

c. 2024 Annual Expenditure Report

- As part of our 2024 financial Audit, the auditor is required to audit any project money received under the Ultimate Recipient Canada Community Fund Agreement between January 1, 2024 – December 31, 2024.

MOTION: Moved by R. Hiscock, be it resolved to adopt the 2024 Annual Expenditure Report presented by Jordan Penney CPA Professional Corporation. Second by M. Hiscock. M.C.

d. Governance Model

- The CAO will reach out to the Community Sector Council for guidance on research around reducing the size, if possible, of the current CRSB Board.

e. Mandatory Federal Reporting

- Greenhouse Gas Reporting (GHCRP) – This report is mandatory for 2024 report is due June 2, 2025.

- National Pollutant Release Inventory – NPRI is Canada legislated and is mandatory, report is due June 1, 2025.

We are not currently collecting or combusting landfill gas at our facility, however by retaining a landfill gas consultant to estimate emissions and closely monitor requirements to both collect landfill gas and report on sitewide emission at our facility. By using landfill gas modeling tool, it will determine an estimate on gas production and determine if we meet the threshold and determine when a full-scale landfill gas collection system will need to be in place.

CAO gathered quotes from several consulting companies on carrying out this scope of work.

MOTION: Moved by A Thompson to proceed with the scope of work prepared by Comcor in the amount of \$9,686.00 + tax. Second by Parsons. M.C.

f. Fleet Replacement

- Request to replace two (2) pickup trucks. GPA pricing was acquired. Once truck will replace the Mechanic truck which was stolen and destroyed and the second truck for the Manager of Operations, with his current truck to move to the maintenance garage.

MOTION: Moved by M. Hiscock to approve the purchase of the two (2) new pickup trucks, as presented in the amount of \$175,888.00 tax included. Purchase will be from funds in the CRSB equipment capital reserve account, Second by R. Hiscock. M.C.

7. Adjournment

MOTION: Moved by T. Parsons to adjourn the meeting at 1:45 p.m.. Second by J. Sceviour. M.C.