Central Newfoundland Waste Management
P. O. Box 254, Norris Arm, NL, A0G 3M0
Phone: 709 653 2900
Fax :709 653 2920
Web: www.cnwmc.com E-mail: Info@cnwmc.com

BOARD MEETING August 21, 2025 – Regional Site

Attendance

Robert Elliott	Chair
Marcus Hiscock	Buchan's Junction – Ward 1
Keith Humber	Point Leamington – Ward 2
Woodrow Gidge	NWI/Twillingate – Ward 3
Alexander Crawford	Fogo Island – Ward 4 - Virtual
Triffie Parsons	Indian Bay – Ward 6
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

Apologies

Keith Howell	Gander Bay – Ward 5
Vacant	Direct Haul – Ward 12
Wayne Lynch	Digital Government and Service NL
Christa Curnew	Dept of Municipal Affairs and Environment
Gary Ryan	MMSB

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

1. **MOTION: Moved by R. Hiscock to add an item to the agenda; issues at Transfer Stations Gander Bay and New World Island. Second by M. Hiscock.** **M.C.**

2. Review of Board minutes of June 19, 2025

   MOTION: Moved by T. Parsons to adopt the minutes of June 19, 2025. Second by J. Sceviour. **M.C.**

3. Business Arising

4. Maintenance Garage Project Update – CAO

   - Project is concluding; with the septic being the last piece of work to be completed.
   - Contractor is working on developing a wetland septic design and it is approximately 50% complete.

5. Financial Report

a. MOTION: Moved by T. Parson to approve payment of invoices from June 13, 2025 – July 30, 2025, in the amount of $883,191.59. Second by M. Hiscock. M.C

b. Quarterly report ending of June 2025 presented by the Manager of Finance and administration. At the end of our second quarter our budget we are at 45% of our budget.

6. Review of Commercial Haulers/Towns accounts

- Manager of Finance and Administration advised the board improvement due to collection changes

- Budget Committee selected for the preparation of the 2026 Collection and Disposal Budget

Robert Elliott
Glenn Arnold
Triffie Parsons
Keith Humber

7. Other Business

a. WRSB

- 2024 Tip Fee – 2024 Tip Fee of $34.90 was presented to WRWM for review and payment. Payment was received bringing the account for 2024 and 2025 current.

- Memorandum of Understanding between CRSB and WRSB reviewed and discussed by the Board. WRWM indicated their support for the agreement, while highlighting the importance of establishing a long-term arrangement while several matters remain unresolved (including capital reserves and material changes). Legal costs associated with this agreement are shared between both boards. MNP report recommended an in-depth review every five years.

MOTION: Moved by A Thompson to accept the presented MOU between both Boards. Second by R. Hiscock. M.C.

b. Regional Outreach Coordinator

– Geoff Beaton presented detailed update on work that's been carried out for the past 30 days. Some of which have been:
- Social media presence - LinkedIn; Instagram; Facebook and X, with notices/ads updated weekly
- Tours of CNWM sites and operations
- Meetings with MMSB – waste audits
- Introductions to Municipalities, Commercial Haulers, ERSB and WRSB
- Joined Gander and Exploits Valley Chambers
- Contacted key partners in : Paint Waste, EPRA, UOMA

- Research marketing and web design

c. Project # 17-WSTM-25-0001 – Cell #4 Landfill Construction

- Dillion Consulting carried out a site visit on July 24, 2025
- Design package and cost estimate to be ready in the next few weeks
- All on schedule to date
  TDA which is stockpiled on site was assessed by the Consultant and the material is good. They will be incorporating some of this material into Cell #4.

d. Audits

- Waste Audit carried out by MMSB in June 2025 – Report to be released in the Fall 2026
- Public Procurement Audit for 2023 and 2024 – No report to date
- Workplace Prime Audit for 2023 and 2024 – 2023 did not achieve Prime; 2024 Achieved Prime. Our current OH&S Program is required to be updated. To meet future prime criteria and comply with legislative requirements CRSB must review and update program every (3) years.

e. Correspondence from the Town of Grand Falls-Windsor

- Due to a conflict-of-interest Board Member R. Hiscock left the meeting at 1:40
- Discussions on the request from the Town of Grand Falls- Windsor to reverse tip fee for the disposal of asphalt and a review of CNWM 's current policy – (Tip Fee for asphalt) be reviewed.
- The consensus of the Board is to not reverse the tip fee charged to the Town of Grand Falls-Windsor and the current to leave the current tip fee for asphalt the same.
- The CAO will contact the Town of Grans Falls- Windsor on the Boards decision
- R. Hiscock rejoined the meeting at 1:49.

Geoff Breaton was asked to leave the meeting

f. Remote Work Policy

- Due to the nature of several positions currently at CRSB a new Remote Work Policy has been developed.

MOTION: Moved by P. Farwell to accept the Remote Work Policy as presented, for CRSB. Second by K. Humber. **M.C.**

g. New Business - Water/ Wastewater Position to be reviewed

h. Pay As You Go

- First Kiosk to be installed at the regional site and training for staff to be carried out.
- Approved budget $320,000.00; Spent to date $90,160.00
- the Board has agreed to defer the installation of the security gate for 30-60 to review operations of the PAYO feature.

i. Issues at Transfer Stations Gander Bay and New World Island

- Bothe the Gander Bay and New World Island Transfer Station were broken into between August 16-17, 2025. Damage was incurred at both sites as well as theft of property.
- CRSB has clear video footage of the thieves at both sites.
- All information has been sent to the RCMP and an investigation is being carried out.

- CRSB hired a contractor to cut brush on the roadway entering all the CRSB transfer station sites Stop work order was issued until all relevant permits were obtained by the Department of Forestry.

Next Board meeting will be September 25, 2025,

Adjournment

MOTION: Moved by P. Farwell to adjourn the meeting. Second by K. Humber. **M.C.**