



Central Newfoundland Waste Management

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BOARD MEETING

September 25, 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 |
| 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 |

Apologies

| | |
|--------------------|---|
| Alexander Crawford | Fogo Island – Ward 4 |
| 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 1:42 p.m.

1. **MOTION: Moved by K. Humber to add an item to the agenda; break – ins at sites. Second by T. Parsons. M.C.**

2. Review of Board minutes of June 19, 2025

MOTION: Moved by K. Humber to adopt the minutes of August 21, 2025. Second by M. Hiscock. M.C.

3. Business Arising

4. Financial Report

MOTION: Moved by R. Hiscock to approve payment of invoices from July 31, 2025 – August 31, 2025, in the amount of \$353,369.70. Second by T. Parsons. M.C.

5. Review of Commercial Haulers/Towns accounts

- Manager of Finance and Administration advised the Board that staff are working with several Towns/LSDs to bring their account up to date

6. Other Business

a. BMO Equipment Credit Facility

- As part of CRSB Annual review with BMO, the Bank has assessed all existing credit facilities for CRSB. A 1.0 million equipment facility is available if the Board wished to proceed.

b. NPRI/Landfill Gas Monitoring Report - Comcor

- Comcor's Role: Completed modeling to estimate current and peak methane generation at the CNWM landfill. Due to the size of the landfill, CNWM may need to install a landfill gas collection and/or flaring system. CNWM could alternatively pursue surface emissions monitoring to demonstrate emissions are below the regulatory threshold, potentially exempting them from infrastructure requirements. If CNWM may require such infrastructure, the Canada Community-Building Fund offers financial support for projects including landfill gas management systems.

c. Code of Conduct

- A revised Code of Conduct policy has been drafted and presented to the Board

MOTION: Moved by R. Hiscock to adopt the Code of Conduct as presented. Second by T. Parsons. M.C.

d. Call for Nominations

- As municipal elections are called for October 2, 2025, all municipalities and Local Service Districts have been notified of the opportunity to nominate one (1) representative to the Board. Board members seeking re-election are asked to table this item at their first council meeting following election. An information package will be distributed on October 3, 2025, outlining the Board's governance structure, Ward representation and the nomination/election timeline.

Nomination period: October 6 – 30

Election Process: Throughout November

Election Close: Thursday, November 27

e. Water Operator Program

- The structure of this position has been reviewed, and a recommendation has been made to move this position from a contractual position to a non-union position under the Central Regional Service Board (CRSB), consistent with the structure of the Regional Outreach Coordinator role. The position will be offered in accordance with funding received from the province, CRSB salary

scale, benefits, policies and being consistent with the ERSB and WRSB.

MOTION: Moved by K. Humber to bring the Water Operator Program position in under the Central Regional Service Board in accordance with funding received annually for the position from the province, CRSB salary scale, benefits and policies. Second by P. Farwell. M.C.

f. Maintenance Garage Project

- The current project remains underway; it is anticipated to be concluded under budget. It is recommended that the Board write a letter to the Minister to request that the remaining funds be reallocated to a new initiative.

MOTION: Moved by P. Farwell that a letter is written to the Minister to request that any funds remaining from the CRSB Maintenance Garage project be reallocated to a new initiative; Surveillance and Security at the Regional Site. Second by m. Hiscock. M.C.

g. 2026 Operating Budget

MOTION: Moved by K Howell to approve the 2026 Collection Budget as presented with an increase from \$100 to \$105 per household. Second by R. Hiscock. M.C.

MOTION: Moved by J. Sceviour to approve the 2026 Disposal Budget as presented, no increase in tipping fees. Second by T. Parsons. M.C.

h. Correspondences from the Town of Grand Falls-Windsor

- R. Hiscock left the Board meeting at 2:34; prior to discussions

- It is the consensus of the Board that the original decision will stay in place as per the fee structure.

- R. Hiscock returned to the Board meeting at 2:45

- The CAO will inform the Town of Grand Falls- Windsor of the Boards decision.

i. Break Ins

- CRSB has had various break-ins at several of the Transfer Stations and the Regional site. Theft and property damage to buildings, equipment etc are having impacts on CRSB. Investigations are ongoing into all break-ins. The CAO has been in constant contact with the RCMP requesting updates. It was recommended that the Board meet with a representative from the Justice department for an update on the process of how these investigations are handled and the status of current investigations.

The Chair gave an address, as this was the final CRSB meeting for the current Board. Thanking each member for their contributions over the past term.

Next Board meeting will be Call of the Chair,

Adjournment

MOTION: Moved by R. Hiscock to adjourn the meeting at 3:00 p.m. Second by J. Sceviour.

M.C.