

BOARD OF DIRECTORS MEETING MINUTES

Thursday, March 28, 2024

Norpen Office, St. Anthony, NL

In-Person: Brad Johannessen (Chair), Guy Hurley, Ian Brenton, Maggie Chambers, Jackie Randell, Brendan Fitzpatrick Jason Rowbottom, & Dailen Fillier.

Regrets: Dale Colbourne, Gloria Barrett.

1. Welcome

- a. Chair Welcomed everyone.

2. Call to Order

- a. Chair called the meeting to order 6:13pm.

3. Adoption of Agenda

- a. **Resolution 240328-1** Be it resolved that the agenda be adopted as presented.
Moved by Guy Hurley and seconded by Brendan Fitzpatrick. Carried unanimously.

4. Fire Services Update

- a. Tax Rebate for Fire Truck
The rebate was received for the GST.

5. Adoption of Minutes

- a. **Resolution 240328-2** Be it resolved that the minutes from February 29th, 2024, are adopted.
Moved by Ian Brenton and seconded by Guy Hurley. Carried unanimously.

6. Business Arising

- a. No Business arising.

7. New Business

- a. Revenue and Expenses
The board agreed to pay the expenses for the month of February in the amount of \$39,096.33.
- b. Attendant Hut
Work on the new attendant hut for the sub-region site is underway.
- c. Audit
The auditor was asked for an update however no response was received at the time of this meeting.

- d. Scotiabank
The GICs have been reinvested.
- e. Collection Trucks
Resolution 240328-3 Be it resolved that Norpen shall move ahead with directly purchasing a new collection truck.
Moved by Ian Brenton and seconded by Brendan Fitzpatrick. Carried unanimously.
- f. OHS Inspections
Most of the issues identified by OHS have been corrected.
- g. Refusing Curbside Collection and Site Access
Customers are being informed that if their account is past due, Norpen may discontinue services.

8. Other Business

- a. Businesses bring recyclable items to the landfill
It was decided that there be no charge for materials meeting either of the recycling programs that Norpen participate in.
- b. Fire Service fees from the Town of Roddickton
It was decided that Norpen pay the fees.
- c. Fee structure for B&B operating from residence
It was decided that a residence and business be billed separately.
- d. Customers from Local Service Districts
Staff will continue to try and get this information from the LSDs.
- e. RSP Contribution and Pension Plan
It was decided to table this until the next meeting.
- f. Government response to fund a study
It was decided to follow up with Christa Curnew.
- g. Municipal and Provincial Affairs Special Grant Application
Funding through this grant is no longer available.
- h. Roll-out bins
No decision was made.
- i. Western Regional Waste Management
It was decided to discuss further with WRWM.

9. Correspondence

- a. Email – March 4, 2024, regarding fee for seasonal resident.
 - i. It was decided that residential and business fees should be paid separately even if the business is in the residence.

- b. Email – March 24, 2024, regarding fee structure.
 - i. This email was addressed to the Manager, who responded appropriately.
- c. Letter – March 26, 2024, regarding apartment fee.
 - i. There will be no change in the apartment fee and a response letter will be sent to the customer.

10. Next Meeting

- a. April 25, 2024

11. Adjournment

- a. Meeting adjourned. 7:09pm