

**BOARD OF DIRECTORS MEETING
MINUTES**

Meeting #80

Wednesday, May 27, 2020, 7:00 p.m.

VIDEOCONFERENCE

In Attendance: Mayor Harold Mullooney
Mayor Danny Breen
Councillor Glenn Clarke
Councillor Wally Collins
Councillor Ian Froude
Councillor Sandy Hickman
Councillor Jamie Korab
Councillor Kevin McDonald
Councillor Peggy Roche
Councillor Deanne Stapleton
Councillor Lucy Stoyles
Councillor Gerard Tilley
Deputy Mayor Sam Whalen

Regrets: Councillor Bill Bailey
Councillor Maggie Burton
Councillor Hope Jamieson
Councillor Dave Lane
Deputy Mayor Sheilagh O’Leary
Mayor Gerald Snook
Councillor Sterling Willis

Other Attendees: Ms. Lynn Tucker
Mr. Craig Drover
Ms. Christie Dean
Ms. Holly Coles

1. **Call to Order**

Mr. MULLOWNEY called the meeting to order at 7:20 p.m. Meeting began late due to technical issues setting up videoconference broadcasting through YouTube.

2. **Adoption of Agenda**

The Agenda was tabled for approval.

MOTION 2020-033

Moved By Ms. Stoyles

Seconded By Mr. Clarke

BE IT RESOLVED that the Agenda be adopted as tabled.

Carried Unanimously

3. **Review of Minutes**

The Minutes from the previous meeting were tabled for review and approval.

MOTION 2020-034

Moved By Mr. Clarke

Seconded By Mr. Whalen

BE IT RESOLVED that the Minutes of the meeting of Wednesday, April 29, 2020 be adopted as tabled.

Carried Unanimously

4. **Committee Reports**

a. **Finance & Audit Committee**

Mr. Hickman delivered the Finance and Audit Committee report.

1. Board Expenditures

Board expenditures for the month of April were tabled for review and approval.

MOTION 2020-035

Moved By Mr. Hickman

Seconded By Mr. Clarke

BE IT RESOLVED that the ERSB adopt the Board's Expenditures for April as tabled.

Carried Unanimously

2. Incorporated Towns Payment Activity Report

An update on the Incorporated Towns Payment Activity was provided for April 2020. There were no questions or concerns regarding this report.

3. Q1 Financial Report

An update was provided on the Board's expenditures and revenues for the first quarter.

Overall the Board's expenditures are within budget and revenue collection is going well. There were no questions or concerns on this report.

4. Capital Investment Plan for Bell Island Site Closure and Waste Recovery Facility

Mr. Hickman reported that the plan is included in the meeting package for member's information.

The Department of Municipal Affairs and Environment has approved the revised project and increased funding through the Federal Gas Tax Funds allocated to the Provincial Waste Management Strategy.

5. 2019 Audited Financial Statements – Final

Mr. Hickman noted the Board's independently audited Financial Statements for 2019 was adopted at the last Board meeting; however, a copy of the final document is included in the meeting package for member's information.

b. **Strategy & Policy Committee**

Mr. Whalen delivered the Strategy and Policy Committee report.

1. Website Re-Design by NATIONAL Public Relations

Mr. Whalen informed the Board that Committee members and staff continue to work on the re-design of the Board's website. To date, NATIONAL has provided a timeline; website contact mapping; wireframe and site map.

NATIONAL has also interviewed frontline staff to ensure that relevant information is being developed. The focus is on a warm and user-friendly website that can be accessed on all devices.

The Board was informed that the new website should be ready for launch by mid-July, and there were no questions or concerns.

2. Central Newfoundland Regional Service Board – New Curbside Service Delivery Policy

Mr. Whalen informed the Board that the Central Newfoundland Regional Service Board adopted a new *Service Delivery Policy* taking effect on September 1st this year. A copy is included in tonight's meeting package.

The new policy addresses the use of garbage boxes to increase efficiency and to decrease occupational health and safety issues experienced by the waste collectors. The use of garbage boxes is not prohibited but the property owner must remove the waste from the garbage box and place it curbside on collection day. The waste collectors in Central will not collect waste from inside

garbage boxes effective September 1st. As we experience the same issues here in the Eastern region, this change may be worth consideration.

This topic will be discussed and reviewed at Committee; however, all Board members are asked to give this issue consideration as it will most likely impact the Board's cost of delivering waste services going forward.

3. COVID-19 – Update on Re-Opening Waste Recovery Facilities

The re-opening of the Board's waste recovery facilities was discussed at all committee meetings held in May and on Wednesday, May 20 an All Committee meeting was held to finalize the plan to re-open these facilities.

Mr. Whalen noted that following the All Committee meeting, staff began communicating the Board's plan for re-opening of these sites as included in the meeting package.

The waste recovery facilities will re-open on Tuesday, June 2nd using a phased approach for the first two weeks of operation.

Staff will continue to ensure that ERSB is compliant with all provincial and federal regulations and will make changes as required to ensure that employees and the public are kept safe during this very difficult time.

The Board Clerk informed member's that the meeting is now being broadcast live on YouTube after experiencing technical difficulties.

c. **Governance Committee**

Mr. Clarke delivered the Governance Committee report.

1. CAO's Report Against Governance Calendar

Mr. Clarke provided a brief overview of the CAO's report against governance calendar. All items are up to date.

There were no questions or concerns regarding this report.

2. Payroll Remittance Statements

Mr. Clarke noted there is no outstanding balance for the Board's payroll remittance account as per the *Statement of Account* from the Canada Revenue Agency included in tonight's meeting package. Staff continue to make bi-weekly payroll remittance payments as required.

3. Board Professional Development – Cancellation of Proposed Events

Earlier this year, Board members were provided a list of possible professional development opportunities for 2020; however, due to the COVID-19 pandemic, these conferences and workshops have either been cancelled and/or postponed.

Mr. Clarke noted it does not seem likely that members would be travelling to attend professional development events this year.

4. Collective Bargaining Process

Mr. Clarke noted that there is no update to provide on collective bargaining negotiations.

5. Summer Board and Committee Meetings

Mr. Clarke inquired as to whether or not there would be meetings over the summer months. He noted that the Board usually breaks from regular meetings for July and August but given the current pandemic, meetings may be required.

The Board Clerk informed member's that this item is on all committee agendas for June and an update would be provided at the June Board meeting.

The Chair provided a recap of the Finance and Audit Committee report as well as the Strategy and Policy Committee report for those who may be watching the meeting on YouTube as these reports were delivered earlier in advance of the meeting going live due to technical difficulties.

5. Ratification of Motions from Board of Directors Meetings Held March 25 and April 29:

Mr. Mullowney noted that the following motions are to be ratified in a public meeting:

Motion No.	Moved By	Seconded By	Motion
2020-019	D. Breen	S. Whalen	BE IT RESOLVED that the Minutes of the meeting of Wednesday, February 26, 2020 be adopted as tabled
2020-020	S. Hickman	S. Willis	BE IT RESOLVED that the ERSB adopt the Board's expenditures for February as tabled.
2020-021	S. Hickman	K. McDonald	BE IT RESOLVED that the ERSB rescind Motion No. 2018-034 as adopted on April 25, 2018.
2020-022	S. Hickman	P. Roche	BE IT RESOLVED that the ERSB make a request for capital funding to the Province in the amount of \$694,721.90 (incl. HST) to develop a waste recovery facility and close out existing landfill for Bell Island.
2020-023	G. Clarke	P. Roche	BE IT RESOLVED that ERSB cancel the tender for 2020 Household Hazardous Waste (HHW) events until further notice due to the COVID-19 pandemic. ERSB will reassess the need for future events and re-tender if necessary.
2020-024	S. Whalen	K. McDonald	BE IT RESOLVED that ERSB update its Service Delivery Policy as follows to ensure compliance with the agreement to implement the Ministerial Directives of 2019: Section 2.(2) The Board, or the Board's agent(s), shall provide Waste Management Services to all Property Owners in the Eastern Region on public roadways of a Class IV designation or higher providing those roads are not un-serviced roads in unincorporated areas as determined by the Department of Transportation and Works.; Section 2.(3) The Board shall provide Waste Management Services to Property Owners in the Eastern Region on those roads that are serviced as determined by the Department of Transportation and Works.
2020-025	L. Stoyles	S. Willis	BE IT RESOLVED that ERSB close all waste recovery facilities in the Eastern Region until future notice in response to the COVID-19 pandemic.

2020-028	S. Willis	K. McDonald	BE IT RESOLVED that the minutes of the meeting of Wednesday, March 25, 2020 be adopted as tabled.
2020-029	S. Hickman	S. Whalen	BE IT RESOLVED that the ERSB adopt the Board's expenditures for March as tabled.
2020-030	S. Hickman	G. Tilley	BE IT RESOLVED that ERSB issue a one-year extension for metals collection, transportation and recycling services at waste recovery facilities beginning July 1, 2020 to Newco Metal & Auto Recycling Ltd.
2020-031	S. Hickman	L. Stoyles	BE IT RESOLVED that ERSB adopt the Financial Statements for the Year Ended December 31, 2019 from Harris Ryan Professional Corporation as tabled.

MOTION 2020-036

Moved By Mr. Hickman

Seconded By Mr. McDonald

BE IT RESOLVED that all motions from the Board of Directors meetings held on March 25 (numbers 020 through 025) and April 29 (numbers 028 through 031) be ratified as adopted.

Carried Unanimously

6. Correspondence

No new correspondence.

7. New Business

No new business.

8. Upcoming Meetings

Board members were reminded of the following dates and times for future meetings by videoconference:

- a. The next meeting of the Board of Directors will take place on Wednesday, June 24, 2020 at 7:00 p.m. An update on videoconferencing will be provided prior to this meeting.

- b. The next meeting of the Finance & Audit Committee will take place on Thursday, June 4, 2020 at 12:30 p.m. by videoconference.
- c. The next meeting of the Strategy & Policy Committee will take place on Tuesday, June 2, 2020 at 10:30 a.m. by videoconference.
- d. The next meeting of the Governance Committee will take place on Tuesday, June 9, 2020 at 10:30 a.m. by videoconference.

9. **Adjournment**

MOTION 2020-37

Moved By Mr. Whalen

Seconded By Mr. Tilley

Seeing no further business to be discussed, BE IT RESOLVED that the meeting adjourned at 7:43 p.m.

Carried Unanimously

Ms. Holly Coles

Board Clerk and Outreach Coordinator

Mayor Harold Mallowney

Chairperson