

EASTERN REGIONAL SERVICES BOARD

Minutes of Meeting #11

December 12, 2012

6:00 p.m.

Ramada St. John's

102 Kenmount Road

In Attendance:

Harold Mallowney, Southern Shore
Vice-Chairperson/Acting Chairperson
Dave Aker, Mount Pearl
Ches Ash, Trinity Conception North
Bill Bailey, Clarenville & Isthmus
Walter Butt, Small Metro
Joy Dobbie, Trinity Bay South &
Isthmus East
Woodrow French, Conception Bay South
Frank Galgay, St. John's
Derrick Green, Bay Roberts
Sandy Hickman, St. John's
Sterling Willis, Paradise

Regrets:

Danny Breen, St. John's
Wally Collins, St. John's
Shannie Duff, St. John's
Gerry Colbert, St. John's
Debbie Hanlon, St. John's
Tom Hann, St. John's
Sheilagh O'Leary, St. John's
Bruce Tilley, St. John's

Guests:

Ken Kelly, Chief Administrative Officer, Eastern Waste Management
Lynn Tucker, Program Coordinator, Eastern Waste Management
Kevin Power, Field Operations Officer, Eastern Waste Management
Colin Corcoran, ERSB Nominee, Southwest Avalon
Robert Denine, Site Attendant, Bay Bulls Waste Recovery Facility
Darryl Johnson, Chairperson, Bonavista Peninsula Regional Waste Management Committee
Leigh Puddester, Chair & CEO, MMSB
Jason Sinyard, Manager, Regional Integrated Waste Management Facility at Robin Hood Bay
William Winter, Site Attendant, Renews-Cappahayden Waste Recovery Facility

1. Call to Order

Mr. Harold Mallowney, Vice-Chairperson and Acting Chairperson, called the meeting to order at 6:15 p.m.

2. Adoption of Agenda

It was moved and seconded (B Bailey/S Hickman) to adopt the agenda as tabled.

MOTION #2012-081: Carried

3. Review of Minutes – November 28, 2012

It was moved and seconded (D Aker/S Willis) that the minutes of the November 28, 2012 meeting are adopted as tabled.

MOTION #2012-082: Carried

Mr. Butt noted that at the last meeting he stated that his name had been left off the list of those who responded to the email regarding the tipping fee clarification. He would like to clarify that he was in no way stating that Ms. Tucker was not doing her job but that he found it upsetting that several members who had not attended meetings regarding the discussion of the tipping fee discussion voted on the motion.

4. Committee Reports

i. Finance & Audit Committee (S Hickman)

- i. **Compensation Review (In-Camera Session)** – Mr. Hickman stated that this item would be addressed following all other business.
- ii. **MOU timeline/process** - Mr. Mallowney stated that Mr. Breen reported to Finance & Audit Committee that he is committed to resolving the MOU issue hopefully within the first couple of months of 2013. Mr. Breen continues to work on this matter.
- iii. **Discretionary Authority – CAO & Managers** - Mr. Kelly explained that the former Eastern Waste Management Committee had adopted a discretionary authority policy for the CAO not to exceed \$5,000.00 in any one event and for the Program Coordinator it was \$1,000.00 in any one event.

Mr. French asked if these expenditures would be brought back to the Board for ratification.

Mr. Kelly stated that not necessarily – these expenditures would be purchases required to allow the routine business of the office to continue.

Mr. Johnson asked if the discretionary authority amounts include or exclude HST.

Mr. Kelly noted that the recommendation is to exclude HST.

It was moved and seconded (S Hickman/D Aker) that Eastern Regional Service Board (1) Delegate the authority of expenditures within the approved budget of the Board to senior staff as follows – the CAO shall have the authority to spend but not to exceed \$5,000.00 (excluding HST) per event and Managers shall have the authority to spend but not to exceed \$1,000.00 (excluding HST) per event; and; (2) Board signatories will continue to be the Chairperson or Vice-Chairperson as well as two (2) other Board members.

MOTION #2012-083: Carried

iv. Snow Clearing and Waste Collection Tenders

i. It was moved and seconded (S Hickman/W French) that ERSB award snow clearing contracts as follows: (1) Renewes-Cappahayden Waste Recovery Facility to Clowe's Construction Ltd. in the amount of \$3,450.00 plus HST; (2) St. Joseph's Waste Recovery Facility to Mr. Pat Singleton in the amount of \$4,200.00; (3) Placentia Waste Recovery Facility to Edwards Collins Contracting Ltd. in the amount of \$7,500.00 plus HST; (4) Sunnyside Waste Recovery Facility to Edward Collins Contracting Ltd. in the amount of \$8,444.00 plus HST.

MOTION #2012-084: Carried

ii. It was moved and seconded (S Hickman/S Willis) that ERSB award the Southwest Arm South Multi Stream Waste Collection contract to T2 Ventures Inc. in the amount of \$159,914.16 including HST for 36 months beginning January 2, 2013.

MOTION #2012-085: Carried

iii. It was moved and seconded (S Hickman/B Bailey) that ERSB set the annual fees for waste collection for the Southwest Arm South sub-region at \$180.00 per household/small business/unit for January 1-December 31, 2013.

MOTION #2012-086: Carried

b. Strategy & Policy Committee - (C Ash, Chairperson)

i. No report.

c. Governance Committee - (H. MULLOWNEY, Chairperson)

i. **Meeting with Regional Chairs** - Mr. MULLOWNEY informed members that he met with Mr. Allan Scott, Chairperson, Central Newfoundland Waste Management; and, Mr. Don Downer, Chairperson, Western Regional Waste Management Committee by teleconference on Tuesday, December 4th. They chatted for about two hours and identified many similar issues across the regions. Quite a bit of time was spent discussing the board remuneration issue and they decided to continue the dialogue at future meetings. It was decided that Eastern Regional Service Board (ERSB) would take the lead on organizing regular discussions

and/or forums for the chairpersons. They also discussed approaching the Minister collectively with shared issues such as setting the tipping fees, etc.

- ii. **Meeting with Town of Sunnyside** - Mr. Mallowney stated that he and Mr. Kelly would be meeting with officials from the Town of Sunnyside tomorrow, December 13th to discuss their proposal to continue operation of their landfill. He will bring a report to the next Board meeting.

5. Other Business

- i. **Change of Meeting Times** – Mr. Kelly stated that in October there was a change to the meeting time to the afternoon and that time seemed to work better for several members; therefore, he is wondering if a change to the Board’s regular meeting time to the afternoon of the last Wednesday of each month may work better for members.

After discussion, the majority of Board members felt that the current meeting time and day works for them; therefore, no change to the regular meeting time.

6. Compensation Review (In-Camera Session)

It was moved and seconded (S Hickman/D Aker) that ERSB adopt the pay scales as prepared by AEM Human Resources Consulting Ltd., effective January 1, 2013 with all affected staff beginning at Step 1 of the seven-step pay scale.

MOTION #2012-086: Carried

Following the In-Camera Session:

It was noted that in 2012, 5% of gross wages had been budgeted for RRSP contribution for staff; however, this was never paid.

Discussion ensued around the RRSP contribution for staff with members noting that the standard RRSP contribution is usually 7%. Mr. Kelly noted that the municipal standard is actually 8.75%. Members decided that the decision regarding RRSP contributions for staff would go back to the Finance & Audit Committee for further discussion and recommendation to the Board.

7. Next Meeting

The next regular meeting of the Eastern Regional Service Board will take place on Wednesday, January 30, 2013 at 7:00 p.m. at the Ramada St. John’s.

8. Adjournment

**It was moved and seconded (J Dobbie/S Hickman) to adjourn the meeting at 6:55 p.m.
MOTION #2012-086: Carried**

*Prepared by:
Lynn Tucker
Program Coordinator
December 18, 2012*