

## BOARD OF DIRECTORS MEETING MINUTES

Thursday, April 24, 2025

Norpen Office, St. Anthony, NL

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**In-Person:** Ian Brenton (Acting Chair), Guy Hurley, Jackie Randell, Maggie Chambers, Gloria Barrett, Dale Colbourne, Tara Pilgrim & Dailen Fillier.

**Regrets:** Brendan Fitzpatrick.

**1. Welcome**

- a. Chair Welcomed everyone.

**2. Call to Order**

- a. Chair called the meeting to order 1:30PM.

**3. Adoption of Agenda**

- a. The agenda be adopted as presented.

**4. Adoption of Minutes**

- a. The minutes for the March 27th meeting were adopted.  
**Resolution 240425-1** Be it resolved that the minutes for the March 27<sup>th</sup> meeting are adopted. Moved by Jackie Randell. Seconded by Guy Hurley. Motion carried unanimously.

**5. Manager's Report**

- a. New truck purchases.  
Norpen is still exploring purchasing new collection trucks.
- b. 4 Dodge Rams  
All 4 of Norpen's Ram collection trucks are down for repairs and have been shipped to the Hickman's dealer in St. John's.
- c. ATIPP  
The manager is working on the ATIPP files and has been in contact with the person who submitted them.
- d. Waste Collectors Wage Increase  
This item was tabled. The manager will present a wage breakdown for all employees at the next board meeting.

**6. Business Arising**

- a. No Business arising.

**7. Fire Service**

Maggie Chambers gave an update regarding fire service.

**8. New Business**

- a. Revenue and expenditures  
The board agreed to pay the expenditures.

**Resolution 240425-2** Be it resolved that the expenses for the month be paid. Moved by Dale Colbourne. Seconded by Maggie Chambers. Motion carried unanimously.

- b. Audit for 2024  
The audit for 2024 is not started. Our auditor stated that he will be coming in person this year. The date is TBD.
- c. Budget & fee for 2025  
This item has been tabled for a future meeting.
- d. Sub-Region 2 Employees  
The part-time attendant has taken over at the full-time attendant. Norpen will begin to look for another relief worker to fill in for Sub-Region 2.
- e. Sub-Region 4 Towns  
The sub-Region 4 towns still do not have any representation on the board. Nominations forms were recently sent to all towns in the area.

**9. Correspondence**

- a. No correspondence currently.

**10. Next Meeting**

- a. May 22<sup>nd</sup>, 2025

**11. Adjournment** Meeting adjourned. 2:34PM