

## BOARD OF DIRECTORS MEETING MINUTES

Thursday, August 1st, 2024

Norpen Office, St. Anthony, NL

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

**Regrets:** None.

**1. Welcome**

- a. Chair Welcomed everyone.

**2. Call to Order**

- a. Chair called the meeting to order 6:14PM.

**3. Adoption of Agenda**

- a. **Resolution 240801-1** Be it resolved that the agenda be adopted as presented.  
Moved by Ian Breton and seconded by Dale Colbourne. Carried unanimously.

**4. Fire Services Update**

- a. Finance Update  
The financial update from Deanna was reviewed.
- b. Truck Application  
Fire services is applying for a new rescue truck through government. The board agreed to send the application.

**5. Adoption of Minutes**

- a. **Resolution 240801-2** Be it resolved that the minutes from June 27, 2024, are adopted.  
Moved by Maggie Chambers and seconded by Guy Hurley. Carried unanimously.

**6. Business Arising**

- a. No Business arising.

**7. New Business**

- a. Revenue and Expenses  
The revenue and expenses for June were reviewed and approved.  
**Resolution 240801-3** Be it resolved that the expenses be paid. Moved by Ian Breton and seconded by Gloria Barrett. Carried unanimously.
- b. Scotiabank  
The manager advised that for fire services to accept e-transfers they would need to get a new account.  
**Resolution 240801-4** Be it resolved that fire services get a new bank account. Moved Ian Breton and seconded by Dale Colbourne. Carried unanimously.

- c. Attendant Hut  
The hut is complete and is still waiting on hydro hookup  
The board agreed to give back one of the bond cheques to the contractor and keep the other for 6 months.  
**Resolution 240801-5** Bet it resolved that one bond cheque be returned to the contractor.  
Moved by Maggie Chambers and seconded Dale Colbourne. Carried unanimously.
- d. New Collection Truck  
The extended warranty for the new 3500 Silverado is completed.
- e. StrongData  
The manager said they would ask StrongData if they could send a representative here to the office to address concerns regarding the program.
- f. Municipalities NL  
Norpen was invited to the Municipalities NL Regional meeting.
- g. Delinquent Accounts  
There are people that have delinquent personal accounts that are delivering for business and vice versa. The board decided that all their accounts must be up to date or Norpen can refuse service. Letters will be sent to those customers by registered mail.
- h. Fires at Landfills  
There was recent fire at the St. Anthony Landfill. The fire department responded, there was no flame but there was smoke.  
It was agreed that local fire departments would be given keys to the landfill so they can respond quicker should there be a fire.
- i. GST Rebate  
Fire services should be submitting their own GST rebate.
- j. Dodge Rams  
At the time of the meeting all Dodge Rams are down and in the garage. The board advised to start process of getting a new truck again.
- k. Curbside Collection  
The office has been getting more calls regarding the subregion 1 collect which is done under contract. Entire roads and communities have been missed without the office knowing. A letter will be sent to the contractor explaining this.

## **8. Other Business**

- a. No other business

## **9. Correspondence**

- a. Letter – Town of Port Saunders
  - i. The town of Port Saunders sent a letter to Minister Davis. Norpen was only CCed and will not respond to it.
- b. Letter – Cat Colony at Roddickton site

- i. The board is open to the idea of the cat rescue group operating in the subregion 2 landfill. An agreement would have to be signed for liability concerns for after hours access.
- c. Letter – Western Regional Waste Management
  - i. Western is in favor of working together to get Norpen into the provincial waste management system. A Joint letter signed by both chairs will be sent to government.
- d. Letter – Office rental Quote – Old SABRI building
  - i. The quote for the office space was \$2500 plus tax. The board decided to counter at 2500 with tax included.
- e. Letter – Town of Hawke’s Bay
  - i. The town of Hawke’s Bay collected their own waste on July 4 & 5 and will be sending an invoice to Norpen.  
The board decided to reach out again with a letter.
- f. Letter – Northern Peninsula Enterprises
  - i. Chad Spence of Northern Peninsula Enterprises sent a proposal to the board of directors that he would purchase a dozer in exchange for getting work at the subregion 4 landfill site. The board agreed that this was a good idea.

#### **10. Next Meeting**

- a. August 29, 2024 @ 6:00PM

#### **11. Adjournment**

- a. Meeting adjourned. 7:34PM