

## BOARD OF DIRECTORS MEETING MINUTES

Thursday, Oct 31, 2024

Norpen Office, St. Anthony, NL

---

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

**Regrets:** None

**1. Welcome**

- a. Chair Welcomed everyone.

**2. Call to Order**

- a. Chair called the meeting to order 1:08PM.

**3. Adoption of Agenda**

- a. **Resolution 241031-1** Be it resolved that the agenda be adopted as presented.  
Moved by Ian Brenton and seconded by Dale Colbourne. Carried unanimously.

**4. Fire Services Update**

- a. Finance Update  
Maggie gave an update for Fire Services.
- b. Fire Service New Bank Account  
The fire service has a new bank account setup. Maggie, Ian, & Dale will be added to the account as signing authority.  
**Resolution 241031-2** Be it resolved that Maggie Chambers, Ian Brenton, & Dale Colbourne will be added to the new fire service account.  
Moved by Ian Brenton and seconded by Dale Colbourne. Carried unanimously.

**5. Adoption of Minutes**

- a. **Resolution 241031-3** Be it resolved that the minutes from Sept 24, 2024, are adopted.  
Moved by Ian Brenton and seconded by Brendan Fitzpatrick. Carried unanimously.

**6. Business Arising**

- a. No Business arising.

**7. New Business**

- a. Revenue and Expenses  
The revenue and expenses for Oct. were reviewed and approved in the amount of \$133,789.43.  
**Resolution 241031-4** Be it resolved that the expenses are paid in the amount of \$133,789.43.  
Moved by Ian Brenton and seconded by Dale Colbourne. Carried unanimously.

- b. Audit for 2023  
Office staff reached out to the auditor. No update at this time.
- c. New Collection Truck  
The new collection truck has been delivered and is in Sub-Region 2.
- d. Budget and fees for 2025  
A finance meeting is scheduled for Nov. 13th
- e. Sub-Region 2 Employees  
A memo will be sent out reminding all workers about the proper use of company equipment.
- f. Sub-Region 4 Town  
Norpen will not be paying invoices from the towns in Sub-Region 4. Norpen did not agree to receive any services from them.

## **8. Other Business**

- a. No other business

## **9. Correspondence**

- a. Letter – Town of St. Anthony
  - i. The board reviewed the letter. The board suggested that the minister be invited to meet with the board.
- b. Email – Town of Roddickton
  - i. The town clerk asked when Norpen would have their fees set for 2025.
- c. Letter – Workplace NL
  - i. The letter states that a former employee will be receiving workers compensation. This worker quit from norpen and didn't file for compensation or see a doctor for a full month after leaving.

## **10. Next Meeting**

- a. Nov. 14<sup>th</sup>, 2024

## **11. Adjournment**

- a. Meeting adjourned. 2:09PM