



**Finance Committee Meeting**

Date and Time: August 26, 2021, at 6:00 pm

Location: NorPen Office, St. Anthony

**Attendance:** Chair Gerry Gros, Vice-Chair, Brad Johannessen, Garcien Plowman, Darlene Newman, and Dailen Fillier.

**Regrets:** Tony Ryan

1. **Welcome:** Chair welcomed everyone and called the meeting to order.
2. **Adoption of Agenda Motion 210826-1**
  - Moved by Gerry to adopt the agenda, seconded by Brad. For 3. Against 0. Motion carried.
3. **Adoption of Minutes of the previous meeting on Feb. 11<sup>th</sup>, 2021. Motion 210826-2**
  - Moved by Gerry to adopt the minutes of meeting held on February 11, 2021, seconded by Garcien. For 3. Against 0. Motion carried
4. **Business arising:**
  - a. **Delinquent Accounts**
    - The committee discussed writing off \$9868.16 for delinquent accounts. This is due to customer that are deceased and or no longer living in the province. Discussion was held regarding the possibility of the customer returning, we may eventually get outstanding balance. It was determined to only write off customer outstanding balance after five years period. Committee agreed to write off accounts that belong to deceased customers and request revise list to be reviewed at next meeting.
  - b. **Other**

No Other Business
5. **New Business:**
  - a. **Truck and Chassis - PPA**

- As of August 27, PPA advised that the Tender closed for bids pertaining to cab and chassis trucks. As previously committed by the government, they would consider funding the purchase of a new truck. Due to trucks will be available through fleet management, they will be cheaper. Therefore, we should request two trucks. The committee suggested investigating the costs of the trucks and the design of the box and compare it to the current price of renting them and forward the request to the government.

**b. NewCo Metal Contact**

- The current three-year contract ends in October. The committee discussed the contract and decided to renew it as NewCo metals price is fair and only company in the province to provide this service.

**Motion 210826-3** Moved by Brad to extend the contract for another 3 years, seconded by Garcien. For 3. Against 0. Motion carried.

**c. OH&S Inspection**

- OH&S inspector visit based on last year's inspection due to noncompliance with several orders. All sites must have a heated facility, electricity, and a suitable bathroom/port-a-potty. As stated in the report, we can receive a fine and/or be issued a stop-work order if not in compliance. All members agreed that we proceed with getting estimates to installing hydro at the sites and heated washrooms. Once quotes are received, we will send a letter to the minister advising of cost and providing recommendations as to what direction to take.

**d. Landfill Rehabilitation Work**

- The chair advised that Tenders for the project closed on July 29, 2021. The bids were received, and the results were Nortacc Inc. \$197,294 and Welcon Construction Ltd. \$297,758. As the low bid came in over the pre-tender estimate prepared by SNC, we currently do not have sufficient Gas Tax funding to award. Therefore, as recommended by the government, we need to request additional funds as follows.
- **Motion 210826-4** Moved by Brad to request an amendment to the Gas Tax Funding for the amount of \$7,529.24 and ask for an additional \$10,000 as a contingency for the project, seconded by Garcien. For 3. Against 0. Motion carried.

**e. 2020 Audit Report**

- Manager reviewed the 2020 financial statements and stated that we did fine because of the great decision made by the board in keeping the operating cost down.

**Motion 210826-5** by Brad to accept the 2020 audit report, seconded by Garcien. For 3. Against 0. Motion carried.

**f. 2021 Review of the Budget**

- The committee reviewed the revenue and expenditures for 2021 and stated a further review would be conducted when we have a budget meeting.

**g. C-Can/Trailers**

- The manager advised that we have been keeping an eye out for c-cans or trailers suitable for storage. We do not have any means of storing material at the landfill in sub 2. Currently, we transport materials to sub 1 or sub 3 to be held for collection. There is a container located near Flower's Cove that the owner would like to have removed, it will cost us the transportation to have it delivered to the site. Board agreed to proceed if the container is in good condition and meets the specifications of OHS.

**6. Correspondence**

- The committee discussed an email from Mike Offrey regarding purchasing the compost screener mixer located at the landfill in subregion 4. The committee decided to retain the composter.

**7. Next Meeting**

- TBD

**8. Adjournment:**

- **Motion 210826-6** Moved by brad to adjourn the meeting at 6:40 pm, seconded by Garcien. For 3. Against 0. Motion carried.

Chairperson Signature: \_\_\_\_\_

