



**Board Meeting – Zoom/Teleconference**

**Date and Time:** February 24, 2021, 7:00pm

**Zoom:** Gerry Gros (Chair), Garcien Plowman, Dale Colbourne, Brad Johannessen, Della Demoss, Brendan Fitzpatrick, Tony Ryan, Guy Hurley, and Darlene Newman.

**Teleconference:** Jackie Randell and Maggie Chambers

**Regrets:** Gloria Bartlett

1. **Welcome:** Chair welcomed everyone and called the meeting to order. This meeting is to discuss the Terms of Reference for the fire department. The manager added that direction is also needed from the Board to proceed with Landfill Rehabilitation.

**Terms of Reference – NorPen Straits Fire Service Committee**

The Terms of Reference provides complete direction to the Straits Fire Department in providing Fire and Emergency services to the Straits area. The manager presented questions and concerns submitted by members.

**Questions/Concerns:**

- Who directs the Fire Chief? The operations manager?
- Who advises and educates the committee before the direction is given to the Fire Chief or officers? The Fire Chief?
- What is the point of a committee in making decisions, when a case could be made that every decision is on a time constraint which could result in a 2 member committee. It could result in a wage increase being given by just 2 people.
- How can someone be an employee of the NPSFSC and be the operation manger of the same position?
- If the NPRSB is ultimately responsible for NPSFSC, how can we allow them to make all decisions?
- If they decide to apply for a loan and get it and default, isn't the NPRSB still responsible?

- If all decisions of the Fire Chief have to be approved by the NPSFSC committee, isn't that dictatorship by committee?
- Signing authority being 2 employees and 1 board member?
- What are NorPen legal responsibilities?

Recommendations/concerns:

- Quarterly financial reports,
- all annual reports must come to NPRSB for ratification,
- NPSFC must provide all minutes of meetings for due diligence associated with financial liabilities,
- until all dept's that Norpen hold they cannot have complete autonomy,
- need oversight to prevent collapse,
- final approval from NorPen board,
- the Fire Chief is an employee of NorPen,
- the department can not do it alone.

All members agreed that there are more answers than questions. On every level, NorPen is still liable. There needs to be a clear direction and understanding of Norpen and the fire department's roles and responsibilities before a Terms of Reference can be developed. Members agreed that it should be discussed if the department can take over the complete services, then NorPen can get back to focusing entirely on waste management, which was initially planned. All members agreed that assistance is required before moving forward. Gerry stated that he would contact the fire commissioner, Derrick Simmonds, and arrange a meeting with a couple of board members and a separate meeting with the fire service committee.

### **Subregion 1 – Landfill Rehabilitation Work**

The manager advised that the Tender is ready to be accepted. However, the government is only allowing Tender for basic work, as if the site would be permanently closed. If the government advised of an actual closing date, this would be fine; however, we know it could be years before this site becomes a transfer station. Listed in our Terms of Reference were all concerns relating to the Health and Safety inspection, which we were issued a direct order to complete. An extension was granted only because of our discussion with government to have work completed. If we proceed with limited work, is it possible that we may not get additional funding to complete all necessary work? What happens upon our next workplace inspection and the directive is issued? NorPen will have no choice but complete work as ordered, which will cost thousands of dollars. It was agreed that at this time, it is best to accept the Tender and take what we can get and hope that in the

future government will issue the remaining funds when in a position to do so.

**Motion 210224-01** Moved by Tony to proceed with Gas Tax Application for Landfill Rehabilitation Work for Subregion 1. Second by Garcien. For 10. Against 0.

**Adjournment: Motion 210224-01** Moved by Garcien to adjourn the meeting at 7:25 pm. Seconded by Tony. For 10. Against 0. Motion carried.

A handwritten signature in black ink, appearing to be 'Tony', is written over the text of the motion.