

**Finance Meeting – NorPen Office, St. Anthony****Date and Time:** November 10, 2021, 2021, 2:00pm

In person: Gerry Gros, Brad Johannessen, Tony Ryan, Brendan Fitzpatrick, Darlene Newman, and Dailen Fillier.

Regrets: Maggie Chambers

1. **Welcome:** Chair welcomed everyone.
2. **Call to Order:** Chair called the meeting to order.
3. **Adoption of Agenda:**
Motion 101121-1, Moved by Brad to adopt the Agenda seconded by Brendan. For 4. Against 0. Motion carried.
4. **New Business:**
 - a. **Review of 2021 budget**
 - The committee reviewed the projected revenue and expenses for the remainder of 2021, noting an increase in pest control 5.12%, fuel 15.27%, propane 26.60, and hydro, basic rate .15% and 2.6% kwh. Consumers in Newfoundland and Labrador paid 4.4% more for goods and services in September 2021 than in September 2020, or 3.3% excluding energy. Due to the increase in residential fees, we were able to cover the additional cost.
 - Overall, it was a decent year regarding the financial strain received from Covid19 in 2020. Hopefully, we will continue to recover.
 - b. **2022 Budget**
 - Due to the increase in expenditure, fees will surely need to change to maintain operations and balance the budget. There has not been an increase in pickup loads, small businesses, seasonal businesses and business collection since 2016. Residential fees increased in 2021. Considerable discussion was held regarding

new office equipment and employee raise and recommended the following:

- Increasing the tipping fees by \$2.50
- Increase the price per ton from \$99 to \$105
- Increase annual small business fee to 125.50 to be on par with residential. Increase seasonal small business to \$100.50.
- Employee raise of 3% in 2022 and 2% for 2023, and 2% for 2024.
- The manager recommended setting up a permit fee for out-of-area businesses to pay for their landfill card and access to the landfills, as done in Eastern. If charge and annual 30/40, this would give approximately 2000 additional revenue.
- The committee believes that the cost of the permit would ultimately fall to the people and businesses of the Northern Peninsula and decided not to move forward with its implementation.
- 2020 budget was balanced at \$1,356,642.
- The manager advised that the new tipping fee structure needs to be addressed because some items are not compatible with the scales. The committee recommends proceeding with recommendations and present to the board.
- **Motion 101121-2** Moved by Tony to recommend the 2022 budget to the board for approval, seconded by Brendan. For 4. Against 0. Motion carried.

c. Standing offer from NL government for new truck(s)

- The NL government has a standing offer for new trucks as they have signed a contract with Hickman Chrysler Dodge Jeep. The new trucks are 2022 Ram 5500's. The trucks are available in regular and crew cabs and cost \$56,280 and 56,580, respectively. NorPen can acquire a truck for approximately \$60,680, including a hydraulic dump.
- The committee decided to send a recommendation to the board to accept the standing offer and purchase one truck ASAP. Due to the excellent price of the standing offer, NorPen will request funding for two trucks from the government to use as a spare.
- **Motion 101121-3** Moved by Tony to recommend the board accept standing offer seconded by Brendan. For 4. Against 0. Motion carried.

d. Spring Cleanup

- Due to the high cost, a recommendation will be presented that NorPen should not host spring cleanup. Instead, the towns will be

free to conduct their spring cleanups at their discretion. However, we should allow towns to deliver waste to the landfills free of charge.

- The town would have to contact the NorPen office before their cleanup to inform them of the dates.

e. Transportation and Infrastructure Snow clearing

- The Chair referenced the possibility that the NL Department of Transportation and Infrastructure may perform snow clearing duties at NorPen's landfill facilities. The general manager will look further into this and see if it would be possible.

f. Standing offer for sub-2 landfill

- The landfill/operator who worked at subregion two landfill site for eleven years has resigned, as advised by this doctor. The position is advertised until November 12.
- Previously our attendant would perform snow clearing with the excavator on site. The chances are slim that we can hire an experienced operator to conduct the same duties. Therefore NorPen will most likely have to contract this work. The request for Standing Offer is advertised and closes on November 12.
- This will be addressed at the next board meeting.

5. Adjournment

- **Motion 101121-4** Moved by Brad for adjournment seconded by Brendan. For 4. Against 0. Motion carried.