

EXECUTIVE COMMITTEE MEETING

DATE: Wednesday, December 5, 2018
LOCATION: Four Points by Sheraton
 Frank's Bar & Grill – Golf Room
 100, Rice Street
 Edmundston, NB
TIME: 5:30 p.m.

MINUTES OF MEETING

1. Call the meeting to order and welcome

Chair, Mr. Jean-Pierre Ouellet, called the meeting to order at 5:30 p.m. and welcomed everyone for attending.

Members attending	
Mr. Jean-Pierre Ouellet, Chair	Mayor of Haut-Madawaska Community
Mr. France Roussel, Vice-Chair	Mayor of Drummond
Mrs. Brigitte Martin, Member	Representing the Local Service District (LSD)
Staff attending	
Mr. Paul Albert	Solid Waste Interim Director
Mrs. Catherine Dufour	Planning Director
Mrs. Johanne Thibodeau	Finance Director

2. Letter from Mr. Paul Albert, Acting Director of Solid Waste:

- a) Importing household waste from Maine
 - The members of the Executive are in agreement that Mr. Paul Albert begin discussions with the Department of the Environment to study the possibility of amending our solid waste import permit to accept an additional volume of waste from the State of Maine.
- b) Staff reorganization
 - The members of the Executive are in agreement with the reorganization proposed by Mr. Paul Albert concerning the retirement and extended absence of employees.
- c) Maintaining a position with the organization during sick leave
 - Under our new policy of February 28, 2018, we are obliged to maintain the position of an employee who is on sick leave for a period of one year on receipt of a medical report.

3. Long-term disability – closing a file

A meeting is planned for January between the members of the Executive and the employee.

4. Liability insurance

After email exchanges between the Director of Finance, Ms. Johanne Thibodeau, and Ms. Papadolias from BFL, the insurance company instructed an insurance adjustor to further analyze the dossier.

The NWRSC instructed Sacha Morisset, lawyer in the firm of Stewart McKelvey, to obtain a legal opinion in the matter.

The members of the Executive asked to verify how much money this opinion is likely to cost.

5. Agreement – contract with the Northern Hardwoods Research Institute Inc.

The members of the Executive are in agreement that Mr. Adrian Prado shall carry out the additional assignment of Site and Environmental Specialist in the service of the Northern Hardwoods Research Institute Inc. for the period from January 1 to March 31, 2019, for seven hours of work a week. The NWRSC will bill NHRI for his salary plus the employer portion of payroll deductions, plus an administration fee of 5%.

6. Rent at 551 Main Street, Grand Falls

As to whether we should renew the lease for the Grand Falls office, the members of the Executive are of the opinion that, even if we could renew at the same rate (\$13,500 per year), given the financial situation and because of the reorganization stemming from the restructuring of the Local Planning Department, it is not to our advantage to renew the lease, and that the Governance offices should be moved to our Urban Planning offices in Edmundston. This will save us of about \$20,000 per year, taking into consideration the other cost savings such as photocopier and postage meter rental and telephone costs.

7. Adjournment

The meeting was adjourned by the Chair at 8 :30p.m.

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JEAN-PIERRE OUELLET, Chair

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FRANCE ROUSSEL, Vice-Chair

