

## EXECUTIVE COMMITTEE MEETING

<b>DATE:</b>	<b>Friday, May 31st, 2019</b>
<b>LOCATION:</b>	<b>Four Point by Sheraton Frank's Bar &amp; Grill – Botanique Room 100 Rice Street Edmundston, NB</b>
<b>TIME:</b>	<b>5:00 p.m.</b>

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## MINUTES OF MEETING

### 1. Call the meeting to order and welcome

Chair, Mr. Jean-Pierre Ouellet, called the meeting to order at 5:00 p.m. and welcomed everyone for attending.

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

### 2. Development Department:

#### a) Service Contract (Procedures / Methodology)

Discussion of various services that the NWRSC could offer to non-members. The team has already been approached by various groups or partners for these sorts of service. Members of the Executive brought up the fact that it is important to look after our members first and that if we have resources for other services and/or projects, we'll do so at the appropriate time. A model (procedure) will be established to define this type of offer of service and will be presented to the members later on according to the steps in assessing this offer of service. (letter of intent, objective, schedule, cost, capacity, adoption by the Board and agreement and signature of contract)

#### b) Regional Strategic Plan

It will be important to define what is next for regional planning. To do so, continuing to roll out the Strategic Plan prepared in 2018 by the consultant has to be part of the future strategy when selecting areas of development, choosing projects, and assessing our financial and human resource capacities to execute these projects. The future ED may be responsible for establishing a stringent process for following this plan, including acceptance around the NWRSC Board table for these projects.

#### c) Human Resources (Adrian and Technician) (Lise) (Ariane)

Discussion of human resources matters stemming from the departure of Ariane, from hiring Adrian on full-time, from hiring a technician to help out with the permits that Ariane looked after and from transferring Lise to governance.

**3. Solid Waste Department:**

**a) Update on the door-to-door recycling program**

- Société VIA
- Call for tenders – blue bins
- Construction of the transfer station

Discussion of issues encountered with the door-to-door recycling program and summary of the various discussions that Paul has had with Société VIA. The point will be brought to the closed-door meeting.

**b) Atelier des copains**

- Financial situation

Discussion regarding the financial situation of the Atelier des Copains and their refusal to continue accepting the recycling of the City of Edmundston.

**c) Position of Interim Director of Solid Wastes**

Discussion of the position that Paul has held for four years and of how to proceed to allow him to be promoted to Director of Solid Wastes.

**d) Approval of the letter signifying an increase of landfill rates for Maine in 2020**

The Board had already approved the increase to landfill rates, so Paul can go ahead with the letter for Maine.

**4. Other Business**

**Office administrative policy vs Yves Tanguay**

Submission / Board approval

Discussion of the fact that if we want to go ahead with the proposal from Mr. Yves Tanguay, it has to be approved by the Board and a tender process is required. So the item will be brought before a later Board meeting. In the meantime, Johanne, Catherine and Paul will continue to prepare the new administrative policy manual for future approval.

**5. Adjournment**

The meeting was adjourned by the Chair at 7:45p.m.

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JEAN-PIERRE OUELLET, Chair

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FRANCE ROUSSEL, Vice-Chair

