



MINUTES

BOARD OF DIRECTORS MEETING #59

Wednesday, April 25, 2018 @ 7:30 p.m.

Fairfield Inn and Suites by Marriott, 199 Kenmount Road, St. John's, NL

IN ATTENDANCE:

- Harold Mallowney, Southern Shore (Acting Chair)
- Bill Bailey, Clarenville and Isthmus
- Danny Breen, St. John's
- Maggie Burton, St. John's
- Glenn Clarke, Trinity Conception North
- Wally Collins, St. John's
- Ian Froude, St. John's
- Jamie Korab, St. John's
- Dave Lane, St. John's (Arrived at 7:04 p.m.)
- Kevin McDonald, Southwest Avalon
- Peggy Roche, Small Metro
- Deanne Stapleton, St. John's
- Lucy Stoyles, Mount Pearl (Arrived at 7:17 p.m.)
- Sam Whalen, Bay Roberts
- Hilda Whelan, TBS & Isthmus East
- Sterling Willis, Paradise
- Ken Kelly, Chief Administrative Officer, ERSB
- Lynn Tucker, Manager Corporate Services, ERSB
- Christie Dean, Manager Waste Operations, ERSB
- Bradley Power, Board Clerk/Outreach Coordinator, ERSB

OTHER ATTENDEES:

- LynnAnn Winsor, City of St. John's

REGRETS:

- Ed Grant, Chairperson
- Sandy Hickman, St. John's
- Hope Jamieson, St. John's
- Sheilagh O'Leary, St. John's

- Gerard Tilley, Conception Bay South
- Andrew Niblock, City of St. John's

PROCEEDINGS:

1) CALL TO ORDER

Mr. MULLOWNEY called the meeting to order at 6:57 p.m.

2) ADOPTION OF AGENDA

It was moved and seconded (Mr. Whelan/Ms. Roche) to adopt the Agenda as tabled. All in favour.

MOTION 2018-029: Carried (unanimously)

3) DELEGATIONS: None

4) REVIEW OF MINUTES

Ms. Stapleton noted that she was not in attendance at the last Board meeting while the draft Minutes indicate she was. Mr. Power will make this change before the Minutes are posted online.

It was moved and seconded (Mr. Willis/Mr. McDonald) that the Minutes of the March 28, 2018 meeting of the Eastern Regional Service Board be adopted with the edit to the attendance list. All in favour.

MOTION 2018-030: Carried (unanimously)

5) COMMITTEE REPORTS

a) Finance and Audit Committee Report:

Mr. MULLOWNEY delivered the Finance and Audit Committee Report on behalf of the Committee Chair, Mr. Hickman, who was unavailable to attend the meeting this month.

Mr. MULLOWNEY highlighted the documentation included in the meeting package.

Dave Lane arrived at 7:04PM

1. Board Expenditures – March 2018:

Mr. MULLOWNEY noted that the month of March had three pay periods, so payroll expense for the month is higher by one full pay period.

The Cheque register included regular payments to waste collection contractors, fuel providers and City of St. John's for tipping fees.

It was moved and seconded (Mr. Bailey/Mr. Whelan) that Eastern Regional Service Board accept the board expenditures (Cheque Register and Payroll Summary) for March 2018 as tabled. All in favour.

MOTION 2018-031: Carried (unanimously)

2. Fee Collection Policy Issue:

Mr. Mallowney noted the briefing note included in the meeting package regarding the collection of interest by the Board, and a table of the interest rates and methods used to collect interest by several municipalities in the region.

In the spreadsheet the annual rate of interest applied varies from 5.95% per year to 24% annually and can be simple or compound within that annual range. While the current practice of ERSB accumulates the most interest, it should be noted that the rates and methods used by the other municipalities are on much higher dollar value amounts – higher principal. So, the impact and message that the interest has, and its method of collection, is more impactful because it is being charged on a higher principal amount.

In the committee discussion on this issue, it was noted that for the most part everyone is within the range of 1% to 2%. The major difference is whether you charge simple or compound interest. The method of applying interest is what gets the most criticism. Obviously the compounding of interest and compounding of interest on interest are the aspects that are criticized the most. In the City of St. John's, like others, there are other tools in place to try and get people to pay their bills, such as cutting off water service. Applying interest is the main tool that the Board has in attempting to get people to make payment.

At its recent meeting, the Finance & Administration Committee focused on setting a reasonable rate and applying the rate using simple interest on the principal fees charged. The rate proposed by the committee is on the high end of the range – 1.75%, but the committee is proposing the ERSB eliminate the compounding of interest starting in 2019.

It was moved and seconded (Mr. Mallowney/Ms. Roche) that Eastern Regional Service Board implement a new interest rate of 1.75% monthly simple interest on all outstanding accounts effective 2019. All in favour.

MOTION 2018-032: Carried (unanimously)

3. Whitbourne Maintenance Depot Tender Update:

Mr. Mallowney noted that the Whitbourne Maintenance Depot project has been several years in the making and the tender to construct the depot this year closed on April 12, 2018.

There were seven bids received, and similar to the last time this work was tendered five of the seven did not complete the performance bond correctly.

The lowest qualified bid received was from Can Am Platforms and Construction Ltd. This bid is above the pre-tender estimate by the amount of \$129,241.22, excluding HST.

The staff recommendation is to award the tender and proceed with the project. This will allow the Board to reduce its cost of equipment storage by the value of the monthly rental on the Blaketown yard, which will be an annual savings of approximately \$60,000.

Completion of the facility is expected in the fall of 2018. The building will also act as a visual barrier on the eastern portion of the Waste Recovery facility in Whitbourne blocking site lines to the material stored on site as part of regular operations.

*It was moved and seconded (Mr. Bailey/Mr. Whalen) that the Eastern Regional Service Board award the tender for the construction of the Whitbourne Maintenance Depot to Can Am Platforms and Construction Ltd. for the sum of \$1,709,633.01, including HST. All in favour.
MOTION 2018-033: Carried (unanimously)*

4. Fire and Emergency Services Update:

Mr. Mallowney provided a brief update on the implementation of fire and emergency services by the ERSB.

The Board has entered into a contract with the Town of Holyrood to provide fire protection and emergency services to several unincorporated areas just outside the Town's boundary.

Each month the Finance and Audit Committee is presented with a report on the status of invoicing and collections for this service. By way of an update, ERSB has received 60% of the fees for 2018 fire protection as of the first week of April. The ERSB also has a large number of clients setup for preauthorized payments for their remaining balance.

In 2017, the ERSB ended the year with about 18% of these fees uncollected.

b) Strategy and Policy Committee:

Whereas the Strategy and Policy Committee did not meet in April, there was no report to be provided.

c) **Governance Committee:**

Whereas the Governance Committee did not meet in April, there was no report to be provided.

6) **CORRESPONDENCE**

a) **Response from Minister Joyce re: Meeting Request and Cabin Fees:**

A letter to the ERSB from Minister Joyce regarding a meeting request and cabin fees was tabled for the Board's information. Mr. Kelly said there are some additional items that need to be discussed with the Minister, such as fire and emergency services in other areas within the eastern region. Mr. Kelly will follow-up with the Minister's office to renew the Board's meeting request.

b) **Ministerial Response to Waste Fees in Cabin Areas:**

A letter from Minister Joyce to cabin owners regarding waste fees was tabled for the Board's information. Mr. Kelly noted this letter contains the Minister's position on waste fees in cabin areas. It also suggests that the complainant reach out to the Board to request changes to the fee structure.

7) **NEW BUSINESS**

a) **Capital Funding Request to Provincial Government – Waste Recovery facility on Bell Island and Closure of Wabana Landfill:**

Mr. Kelly noted that this issue was not discussed at the committee level on account of the correspondence from the Province coming after Finance and Audit has met.

Mr. Kelly provided an overview of the letter from the Provincial Government regarding Bell Island. The Minister of Municipal Affairs and Environment wants to see the Wabana landfill closed as soon as possible. The Minister also wants the Town of Wabana to enter into a new waste collection contract. In return, the Province will build a Waste Recovery Facility on Bell Island.

To get things moving in this regard, the Provincial Government has asked ERSB to pass a motion requesting \$300,000 in capital funding from the Department to construct a new WRF on Bell Island.

Mr. Lane asked about the site remediation process on Bell Island in respect to their old landfill. Mr. Kelly noted that the site will not be remediated, rather, it will be environmentally closed as per Government's guidelines like others in the region.

Mr. Kelly noted that WRFs are typically built on top of covered landfills, but in this case he has asked engineers to look for other suitable sites before this decision is made.

Ms. Whelan added that the Provincial Government should be encouraged not to sell old landfill sites. They are environmental hazards. Mr. Kelly noted there is typically a 3km buffer around old sites.

Ms. Stoyles arrived at 7:17PM

Ms. Whelan said there's very little oversight in local service districts throughout the province, and suggested staff at ERSB ensure former landfill sites in LSDs are closed properly and not redeveloped.

Ms. Roche said Robin Hood Bay is a well maintained waste site and we should look at remediating Bell Island in the same way.

***It was moved and seconded (Ms. Whelan/Ms. Roche) that the Eastern Regional Service Board make a capital funding request to the Government of Newfoundland and Labrador in the amount of \$300,000 to develop a waste recovery facility for Bell Island and close out the existing landfill with the understanding that a more detailed project costing will be fully funded by the Provincial Government. All in favour.
MOTION 2018-034: Carried (unanimously)***

b) MNL Symposium in Gander, May 3-5, 2018:

Ms. Stoyles asked if anyone from the Board planned on attending the upcoming MNL Symposium. Mr. Kelly said the ERSB focuses on the conventions in the eastern region are more beneficial for reaching its municipal partners.

Mr. Mullaney will be attending on behalf of the Town of Bay Bulls. No other Board members present were planning on attending the symposium.

c) ERSB Committees:

Ms. Stoyles asked why some Board members serve on two committees when other serve on none.

Mr. Kelly and Mr. Power noted that appointments to committees are done by the Chair of the Board. They clarified that all Board members who requested a placement were given one. Some members serve on two committees to ensure quorum can be achieved. Ms. Stoyles will speak with the Chair of the Board about her committee assignment.

8) UPCOMING MEETINGS

- Finance & Audit Committee – Thursday, May 10, 2018 at 12:00 p.m.
- Strategy & Policy Committee – Tuesday, May 8, 2018 at 10:00 a.m.
- Governance Committee – Wednesday, May 16, 2018 at 10:00 a.m.
- Board of Directors – Wednesday, May 23, 2018 at 7:00 p.m.

9) ADJOURNMENT

Seeing no further business to be discussed, it was moved and seconded (Sterling/Jamie) that the meeting adjourn.

MOTION 2018-035: Carried (unanimously)

The meeting adjourned at 7:32 p.m.

(4) COMMITTEE REPORTS

(4)(a) Finance & Audit Committee Report

(4)(a)(1) Board Expenditures

EASTERN REGIONAL SERVICE BOARD

PAYROLL EXPENSE

MARCH 2018

Payroll – Staff (<i>3 pay periods – 32 employees</i>).....	\$208,449.87
Payroll – Board	<u>\$ 00,000.00</u>
Total Payroll (<i>32 employees</i>)	\$208,449.87
Payroll CRA Remittance	<u>\$ 76,274.01</u>
TOTAL GROSS PAYROLL	<u>\$284,723.88</u>

PREVIOUS MONTH

FEBRUARY 2018

Payroll – Staff (<i>2 pay periods – 33 employees</i>).....	\$138,539.96
Payroll – Board	<u>\$ 00,000.00</u>
Total Payroll (<i>33 employees</i>)	\$138,539.96
Payroll CRA Remittance	<u>\$ 50,776.03</u>
TOTAL GROSS PAYROLL	<u>\$189,315.99</u>

Remittance Summary

Printed: 10:11:34AM 04/04/2018 Page 1 of 1

Business	# of Emp.	Earnings	Deductions	Tax	Employee's EI	Employee's CPP	Employer's EI	Employer's CPP	Remittance
BUS1 861096600RFP0001	37	494,844.31	7,400.95	113,613.89	8,683.48	23,832.96	12,156.75	23,832.96	182,120.04
Totals:	37	494,844.31	7,400.95	113,613.89	8,683.48	23,832.96	12,156.75	23,832.96	182,120.04
Business			EI Total	CPP Total					
BUS1 Eastern Regional Service Board (861096600RFP0001			20840.23	47665.92					

Eastern Regional Service Board

BNK2 - Bank of Montreal - EW

Cheques from 000001 to 006744 dated between 03-01-2018 and 03-31-2018

CHEQUE REGISTER

Printed: 10:15:11AM 04/03/2018

Page 1 of 2

Number	Issued		Amount	SC	Status	Status Date
006664	03/07/2018	61366 Newfoundland and Labrador Inc.	5,290.00	A/P	CLEARED	03/14/2018
006665	03/07/2018	62167 Newfoundland and Labrador Inc	7,380.30	A/P	OUT-STD	03/07/2018
006666	03/07/2018	Acklands Grainger Inc.	206.54	A/P	CLEARED	03/21/2018
006667	03/07/2018	AMEC Foster Wheeler Americas Ltd.	11,192.11	A/P	CLEARED	03/21/2018
006668	03/07/2018	Around The Bay Disposals Inc.	44,585.78	A/P	CLEARED	03/14/2018
006669	03/07/2018	Bell Aliant	1,613.19	A/P	CLEARED	03/21/2018
006670	03/07/2018	Bell Mobility Inc.	1,421.89	A/P	CLEARED	03/21/2018
006671	03/07/2018	Big Erics Inc.	16.39	A/P	CLEARED	03/21/2018
006672	03/07/2018	Bill Bailey	941.60	A/P	CLEARED	03/21/2018
006673	03/07/2018	Christie Dean	472.89	A/P	CLEARED	03/14/2018
006674	03/07/2018	City of St. John's	44,507.12	A/P	CLEARED	03/14/2018
006675	03/07/2018	Coish's Trucking & Excavating Ltd.	14,432.50	A/P	OUT-STD	03/07/2018
006676	03/07/2018	D&L Russell Limited	43.13	A/P	CLEARED	03/21/2018
006677	03/07/2018	Dodd's Diesel Repair Ltd.	8,730.42	A/P	CLEARED	03/14/2018
006678	03/07/2018	East Coast Hydraulics	507.85	A/P	CLEARED	03/21/2018
006679	03/07/2018	Ed Grant	288.08	A/P	CLEARED	03/21/2018
006680	03/07/2018	E K Lomond Auto Solutions Inc	11.83	A/P	CLEARED	03/14/2018
006681	03/07/2018	Glenn Clarke	155.24	A/P	CLEARED	03/21/2018
006682	03/07/2018	Harvey & Company Ltd.	10,211.05	A/P	CLEARED	03/14/2018
006683	03/07/2018	Hilda Whelan	323.81	A/P	CLEARED	03/21/2018
006684	03/07/2018	Ivan Heath	37.12	A/P	OUT-STD	03/07/2018
006685	03/07/2018	Jenkins Anthony Inc.	3,883.64	A/P	CLEARED	03/14/2018
006686	03/07/2018	K.J.H. Dirtwork's Ltd.	1,610.00	A/P	CLEARED	03/21/2018
006687	03/07/2018	Ken Kelly	3,210.17	A/P	CLEARED	03/14/2018
006688	03/07/2018	Kevin Butt	20.00	A/P	CLEARED	03/21/2018
006689	03/07/2018	Kevin McDonald	115.23	A/P	CLEARED	03/21/2018
006690	03/07/2018	Lynn Tucker	1,109.84	A/P	CLEARED	03/14/2018
006691	03/07/2018	Modern Business Equipment Limited	322.77	A/P	CLEARED	03/14/2018
006692	03/07/2018	Newfoundland Exchequer - MVR	180.00	A/P	OUT-STD	03/07/2018
006693	03/07/2018	Newfoundland Towing & Recovery	281.75	A/P	CLEARED	03/21/2018
006694	03/07/2018	NL News Now	1,262.22	A/P	CLEARED	03/21/2018
006695	03/07/2018	North Atlantic	34,871.21	A/P	CLEARED	03/21/2018
006696	03/07/2018	Northern Business Intelligence	4,080.19	A/P	CLEARED	03/21/2018
006697	03/07/2018	ORKIN Canada Corporation	194.35	A/P	CLEARED	03/21/2018
006698	03/07/2018	Parts For Trucks Inc.	1,380.00	A/P	CLEARED	03/14/2018
006699	03/07/2018	Pitney Bowes	183.26	A/P	CLEARED	03/21/2018
006700	03/07/2018	Randy Reid	97.43	A/P	CLEARED	03/14/2018
006701	03/07/2018	Royal Garage Ltd.	448.16	A/P	CLEARED	03/14/2018
006702	03/07/2018	SaltWire Network Inc.	1,331.23	A/P	CLEARED	03/14/2018
006703	03/07/2018	Sam Pike Masonry Ltd.	100.32	A/P	CLEARED	03/14/2018
006704	03/07/2018	Sam Whalen	453.41	A/P	CLEARED	03/14/2018
006705	03/07/2018	T2 Ventures Inc.	172,005.78	A/P	CLEARED	03/14/2018
006706	03/07/2018	Vardy Villa Limited	35,091.67	A/P	CLEARED	03/21/2018
006707	03/07/2018	Workplace NL	37,146.83	A/P	CLEARED	03/14/2018
006708	03/07/2018	Whalen, Roy & Ruby	135.46	A/R	CLEARED	03/14/2018
006709	03/21/2018	61366 Newfoundland and Labrador Inc.	5,290.00	A/P	OUT-STD	03/21/2018

Eastern Regional Service Board

BNK2 - Bank of Montreal - EW

Cheques from 000001 to 006744 dated between 03-01-2018 and 03-31-2018

CHEQUE REGISTER

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Page 2 of 2

Number	Issued	Amount	SC	Status	Status Date
006710	03/21/2018 62167 Newfoundland and Labrador Inc	7,380.30	A/P	OUT-STD	03/21/2018
006711	03/21/2018 Bay Auto Sales & Service Inc	3,401.64	A/P	CLEARED	03/29/2018
006712	03/21/2018 Blaketown Service Station	1,253.46	A/P	OUT-STD	03/21/2018
006713	03/21/2018 Bradley Power	401.26	A/P	CLEARED	03/21/2018
006714	03/21/2018 Christie Dean	871.67	A/P	OUT-STD	03/21/2018
006715	03/21/2018 Coish's Trucking & Excavating Ltd.	14,432.50	A/P	OUT-STD	03/21/2018
006716	03/21/2018 Craig's Locksmithing & Auto Glass	1,121.08	A/P	OUT-STD	03/21/2018
006717	03/21/2018 Dicks and Company Limited	293.45	A/P	CLEARED	03/29/2018
006718	03/21/2018 Dodd's Diesel Repair Ltd.	9,049.44	A/P	CLEARED	03/29/2018
006719	03/21/2018 Eastcom Inc.	68.94	A/P	CLEARED	03/29/2018
006720	03/21/2018 Gerard Tilley	356.10	A/P	OUT-STD	03/21/2018
006721	03/21/2018 Harris Ryan	8,050.00	A/P	CLEARED	03/29/2018
006722	03/21/2018 Harvey & Company Ltd.	388.83	A/P	CLEARED	03/29/2018
006723	03/21/2018 Ken Kelly	836.09	A/P	CLEARED	03/29/2018
006724	03/21/2018 Kevin Power	730.41	A/P	CLEARED	03/29/2018
006725	03/21/2018 Leslie Squires	550.00	A/P	CLEARED	03/29/2018
006726	03/21/2018 Miller IT Limited	276.00	A/P	CLEARED	03/29/2018
006727	03/21/2018 Newfoundland Exchequer - MVR	1,188.00	A/P	OUT-STD	03/21/2018
006728	03/21/2018 Newfoundland Power Inc.	1,337.16	A/P	CLEARED	03/29/2018
006729	03/21/2018 Northern Business Intelligence	530.73	A/P	CLEARED	03/29/2018
006730	03/21/2018 O'Brien's Trucking Ltd	2,041.57	A/P	CLEARED	03/29/2018
006731	03/21/2018 OMB Parts & Industrial Ltd.	86.60	A/P	CLEARED	03/29/2018
006732	03/21/2018 ORKIN Canada Corporation	194.35	A/P	CLEARED	03/29/2018
006733	03/21/2018 Printer Tech Solutions Inc.	102.35	A/P	CLEARED	03/29/2018
006734	03/21/2018 Provincial Ready Mix Inc.	599.61	A/P	OUT-STD	03/21/2018
006735	03/21/2018 Redline Automotive 0765	15.37	A/P	CLEARED	03/29/2018
006736	03/21/2018 SaltWire Network Inc.	438.93	A/P	CLEARED	03/29/2018
006737	03/21/2018 Sam Pike Masonry Ltd.	119.78	A/P	OUT-STD	03/21/2018
006738	03/21/2018 Shred-it International ULC	58.51	A/P	CLEARED	03/29/2018
006739	03/21/2018 Tulk Tire & Service Ltd.	163.24	A/P	CLEARED	03/29/2018
006740	03/21/2018 Wedgwood Insurance Limited	4,197.50	A/P	CLEARED	03/29/2018
006741	03/21/2018 Receiver General of Canada	1,063.12	G/L	OUT-STD	03/21/2018
006742	03/21/2018 Andrews, James	36.00	A/R	CLEARED	03/29/2018
006743	03/21/2018 Slade, Harvey & Maxine Slade	18.00	A/R	OUT-STD	03/21/2018

Cheque Totals Issued:	518,825.75
Void:	0.00
Total Cheques Generated:	518,825.75
Total # of Cheques Listed:	80

(4)(a)(2) Fee Collection Policy Issue

BRIEFING NOTE –APPLICATION OF INTEREST

At the previous meeting of the Committee the rate and method of applying interest was discussed. The direction to staff was to research the rates and methods that are charged by the local municipalities.

Attached is a spreadsheet that identifies the municipality, the rate of interest applied and the method (simple or compound). The annual rate of interest applied varies from 5.95% per year to 24% annually and can be simple or compound within that annual range.

To provide a comparison we have developed the analysis using five years of waste collection fees under various scenarios. While the current practice of ERSB accumulates the most interest it should be noted that the rates and methods used by the comparator municipalities are on much higher dollar value amounts - principal. So, the impact and message that the interest has and its method of collection is more impactful because it is being charged on a higher principal amount.

For instance, because the principal amount of ERSB fees is only \$180 annually it would take several years for the interest to accumulate to \$65 under the 10% annually scenario of the 1% per month simple scenario. For most people that are delinquent this amount will not encourage payment.

As we look across the comparators the monthly interest rate does not vary dramatically. It is within a range of 1% to 2%. The method of applying interest is what has the greatest impact on the amount of interest and is also the aspect that seems to garner the most criticism. Obviously the compounding of interest and compounding of interest on interest are the aspects that are criticized the most.

[Excerpt from Municipalities Act 1999 which was revised in 2009 to add the words simple or compound.](#)

Interest on arrears

107. (1) A council may charge simple or compound interest on taxes that are not paid on or before the date on which they become due, if, before making that charge, the council passes a resolution establishing whether the interest shall be simple or compound, the rate of interest to be charged and when that interest shall be applied.

(2) A regional council may charge simple or compound interest on service charges that are not paid before the date on which they become due, if before making that charge the regional council passes a resolution establishing whether the interest shall be simple or compound, the rate of interest to be charged and when that interest shall be applied.

Excerpt from the City of St. John's Act was revised in 2009 to add the words simple or compound.

Interest on arrears

85.1 The council may charge simple or compound interest on assessments imposed under this Act that are not paid on or before the date on which they become due, if, before making that charge, the council passes a resolution establishing whether the interest shall be simple or compound, the rate of interest to be charged and when that interest shall be applied.

Important Points for Consideration:

- For 2018, the Board has 14,235 active customer accounts.
- Seasonal properties make up approximately 37% of properties in the Board's service area.
- The majority of customers pay their waste fees and fire and emergency fees in a timely manner.
- As of March 13, 2018, the Board had receipted 48% of all fees to be collected this year.
- For the remaining 52% of fees to be collected, many customers have set up pre-authorized debit payments/make regular online payments/have submitted post-dated cheques to settle their fees.

Table 1: Application of Interest

EASTERN REGIONAL SERVICE BOARD
 REVIEW OF INTEREST APPLICATION AND COMPARISON WITH MUNICIPALITIES IN REGION
 APPLICATION OF INTEREST : COMPOUNDING VS. SIMPLE (5 YEAR ANALYSIS)

Date	MM Fee	SIMPLE INTEREST (Interest on Fees Only)				COMPOUNDING INTEREST - Monthly							COMPOUNDING INTEREST - Annual		
		2% Simple Monthly 2% Monthly - Fees Only (24% Annually) Sub-Total	1.75% Simple Monthly 1.75% Monthly - Fees Only (21% Annually) Sub-Total	1% Simple Monthly 1% Monthly - Fees Only (12% Annually) Sub-Total	2% Compounding Monthly 2% Monthly (27% Annually) Sub-Total	1.5% Compounding Monthly 1.5% Monthly (20% Annually) Sub-Total	1.25% Compounding Monthly 1.25% Monthly (16% Annually) Sub-Total	1.17% Compounding Monthly 1.17% Monthly (15% Annually) Sub-Total	1% Compounding Monthly 1% Monthly (12% Annually) Sub-Total	5.95% Annually 0.5% Monthly (5.95% Annually) Sub-Total	10% Annually 0.8% Monthly (10% Annually) Sub-Total				
Jan 1 2013	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00
2013 Btt Fwd		\$ 43.20 \$ 223.20	\$ 37.80 \$ 217.80	\$ 21.60 \$ 201.60	\$ 48.28 \$ 228.28	\$ 35.21 \$ 215.21	\$ 28.94 \$ 208.94	\$ 26.96 \$ 206.96	\$ 22.83 \$ 202.83	\$ 11.10 \$ 191.10	\$ 18.06 \$ 198.00				
Jan 1 2014	\$ 180.00	\$ 403.20	\$ 397.80	\$ 381.60	\$ 408.28	\$ 395.21	\$ 388.94	\$ 386.96	\$ 382.83	\$ 371.10	\$ 378.00				
2014 Btt Fwd		\$ 86.40 \$ 489.60	\$ 75.60 \$ 473.40	\$ 43.20 \$ 424.80	\$ 105.04 \$ 513.32	\$ 74.13 \$ 469.34	\$ 59.94 \$ 448.88	\$ 55.57 \$ 442.53	\$ 46.54 \$ 429.37	\$ 21.94 \$ 393.04	\$ 36.36 \$ 414.36				
Jan 1 2015	\$ 180.00	\$ 669.60	\$ 653.40	\$ 604.80	\$ 693.32	\$ 649.34	\$ 628.88	\$ 622.53	\$ 609.37	\$ 573.04	\$ 594.36				
2015 Btt Fwd		\$ 129.60 \$ 799.20	\$ 113.40 \$ 766.80	\$ 64.80 \$ 669.60	\$ 181.50 \$ 874.82	\$ 123.84 \$ 773.18	\$ 98.52 \$ 727.40	\$ 90.86 \$ 713.39	\$ 75.28 \$ 684.65	\$ 34.39 \$ 607.43	\$ 58.07 \$ 652.43				
Jan 1 2016	\$ 180.00	\$ 979.20	\$ 946.80	\$ 849.60	\$ 1,054.82	\$ 953.18	\$ 907.40	\$ 893.39	\$ 864.65	\$ 787.43	\$ 832.43				
2016 Btt Fwd		\$ 172.80 \$ 1,152.00	\$ 151.20 \$ 1,098.00	\$ 86.40 \$ 936.00	\$ 278.47 \$ 1,333.29	\$ 183.28 \$ 1,136.46	\$ 143.29 \$ 1,050.69	\$ 131.43 \$ 1,024.82	\$ 107.65 \$ 972.30	\$ 47.62 \$ 835.05	\$ 81.96 \$ 914.39				
Jan 1 2017	\$ 180.00	\$ 1,332.00	\$ 1,278.00	\$ 1,116.00	\$ 1,513.29	\$ 1,316.46	\$ 1,230.69	\$ 1,204.82	\$ 1,152.30	\$ 1,015.05	\$ 1,094.39				
2017 Btt Fwd		\$ 216.00 \$ 1,548.00	\$ 189.00 \$ 1,467.00	\$ 108.00 \$ 1,224.00	\$ 401.45 \$ 1,914.74	\$ 254.34 \$ 1,570.80	\$ 195.26 \$ 1,425.95	\$ 178.09 \$ 1,382.91	\$ 144.13 \$ 1,296.43	\$ 61.66 \$ 1,076.71	\$ 108.24 \$ 1,202.63				
2013 - 2017 Waste Fees	\$ 900.00	Total Interest \$ 648.00	Total Interest \$ 567.00	Total Interest \$ 324.00	Total Interest \$ 1,014.74	Total Interest \$ 670.80	Total Interest \$ 525.95	Total Interest \$ 482.91	Total Interest \$ 396.43	Total Interest \$ 176.71	Total Interest \$ 302.69				
Total (5 Years)			Proposed Change	Town of Pouch Cove	ENSB Current Practice	Town of Petty Hr./Maddon Cv	City of St. John's Town of Torbay	Town of CBS	Town of Paradise	Town of Logy Bay- Middle Cove-Outer Cove (Interest = Prime + 3%)	City of Mount Pearl				

**(4)(a)(3) Whitbourne Maintenance
Depot Tender Update**

BRIEFING NOTE

Tender Award - Whitbourne Waste Recovery Facility Depot

BACKGROUND

Tender for the construction of a maintenance depot at the Whitbourne Waste Recovery Facility closed on Thursday April 12, 2018. There were seven (7) bidders as per the attached letter of recommendation from the project engineer. We are waiting on the letter of approval to award from the Province.

The submission of the four low bidders have been reviewed and they all submitted bid bonds not made out in favour of the Owner. As per SGC 12.0, "All bonding shall be issued by an approved Surety Company licensed to do business in the Province of Newfoundland and Labrador and made out in favour of "Eastern Regional Service Board."

The Tender submitted by the fifth lowest bidder Can-Am Platforms & Construction Ltd. appears to be complete and acceptable. Note that the lowest qualified bid is above the pre-tender estimate by the amount of \$129,241.22 excluding HST.

The Board will be responsible for all capital requirements above \$1,540,371 for the project and the bid is for a value of \$1,709,633.01

The staff recommendation is to award the tender and proceed with the project. This will allow the Board to reduce its cost of equipment storage by the value of the monthly rental on the Blaketown yard which will be an annual savings of approximately \$60,000.

Completion of the facility is expected in the fall of 2018. The building will also act as a visual barrier on the eastern portion of the WRF blocking site lines to the material stored on site as part of the WRF operations.

Motion:

It is recommended that the ERSB award the tender for the construction of the Whitbourne Maintenance Depot to Can Am Platforms and Construction Ltd for the sum of \$1,709,633.01 including HST.

Wood Environment & Infrastructure Solutions,
a Division of Wood Canada Limited
36 Crosbie Road
PO Box 13216
St. John's, NL A1B 3X4
Canada
T: 709-722-7023

20 April 2018

Mr. Ken Kelly
Eastern Regional Service Board
255 Majors Path, Suite 3
St. John's, NL A1A 0L5

Dear Mr. Kelly,

Re: Whitbourne Waste Recovery Facility – Maintenance Depot - Tender Evaluation

A total of seven bids were received for the tender, which included work to construct a waste recovery facility depot at the existing site in Whitbourne. A summary of the bids received is presented below:

Bidder Name	Base Bid	Tender Total	Bid Bond To:
<i>Pre-tender Estimate</i>	<i>\$1,357,396.18</i>	<i>\$1,561,006.61</i>	-
J & T Construction Ltd.	\$1,354,270.44	\$1,557,411.01	DMAE
JMJ Holdings Ltd.	\$1,397,176.53	\$1,606,753.01	DMAE
Eastern Contracting Ltd.	\$1,443,504.11	\$1,660,029.73	DTW
Moss Development Corporation (TB)	\$1,474,210.66	\$1,695,342.26	DMAE
Can-Am Platforms & Construction Ltd.	\$1,486,637.40	\$1,709,633.01	ERSB
Brook Construction (2007) Inc.	\$1,521,400.00	\$1,749,610.00	DMAE
Redwood Construction Ltd.	\$1,533,029.57	\$1,762,984.01	ERSB

The submission of the four low bidders have been reviewed and they all submitted bid bonds not made out in favour of the Owner. As per SGC 12.0, "All bonding shall be issued by an approved Surety Company licensed to do business in the Province of Newfoundland and Labrador and made out in favour of "Eastern Regional Service Board." As the bids did not include bonding made out in favour of the Owner, the four lowest bidders' tenders are incorrectly prepared and therefore their bid shall be rejected.

The Tender submitted by the fifth lowest bidder Can-Am Platforms & Construction Ltd. appears to be complete and acceptable. Note that the bid is above the pre-tender estimate by the amount of \$129,241.22 excluding HST.

Should you have any questions or require any further information please contact me at your convenience.

Sincerely,

Wood Environment & Infrastructure Solutions
A Division of Wood Canada Limited



Clifford G. Smith, P. Eng.
Infrastructure Engineering Lead – NL
Associate Engineer - Civil

CC: Christie Dean – Eastern Regional Service Board
Ian Duffett – Dept. of Municipal Affairs & Environment
Joe Dunphy – Dept. of Municipal Affairs & Environment



(5) CORRESPONDENCE

APR 11 2018

COR/2018/00672-01

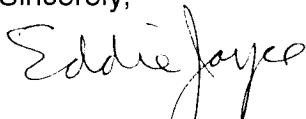
Mr. Ed Grant, Chairperson
Eastern Regional Service Board
E-mail: info@easternwaste.ca

Dear Chairperson Grant:

Thank you for your letter of February 19, 2018, in which you outlined the Board's position on the issues that cabin owners have been raising with respect to Eastern Regional Service Board's waste management services and fees. I also appreciate your efforts to provide the requested records and other pertinent documentation.

Further to my recent statements outlining the Department's position on these issues, as well as stated during our meeting in January, my expectation is that the Board will work with stakeholders to move forward, as operational decisions of this nature are within the purview of the Regional Service Board.

Sincerely,



EDDIE JOYCE, MHA
District of Humber-Bay of Islands
Minister of Municipal Affairs and Environment

cc: Mr. Bradley Power, Board Clerk, Eastern Regional Service Board

[REDACTED]

[REDACTED]

Dear [REDACTED]:

I am writing in response to your email dated [REDACTED], in which you outlined concerns regarding the garbage collection and fees charged to cabin owners by the Eastern Regional Service Board (ERSB). I appreciate that this has been a significant issue for many cabin owners in Eastern region.

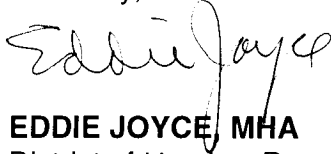
Waste management fee structures and waste collection policies are operational decisions that are made by the ERSB, more specifically, by the local government representatives who serve on the Board, under the authority provided to them by the *Regional Service Boards Act, 2012*.

That said, as you may be aware, I recently met with several concerned cabin owners, local MHAs, and the Chair of ERSB to discuss these concerns. Following these discussions, I understand that ERSB has committed to enhance its engagement efforts with all stakeholders on these issues moving forward. I would encourage you and any other cabin owners to continue to engage with Board members and staff directly on any concerns you may have continue to have in terms of ERSB's service delivery standards, fees, or waste collection policies.

In addition to the ongoing discussion around fees, officials from the Department of Municipal Affairs and Environment are working with ERSB to identify ways to address any potential environmental and safety concerns regarding winter residential waste drop-off locations. This includes the concerns you've raised regarding nuisance wildlife and unsightly waste sites and associated litter.

Thank you for sharing your perspectives on this issue.

Sincerely,



EDDIE JOYCE, MHA

District of Humber-Bay of Islands

Minister of Municipal Affairs and Environment

/jl

cc: Honourable Premier Dwight Ball
Hon. Siobhan Coady, Minister of Natural Resources
Hon. Steve Crocker, Minister of Transportation and Works
Mr. Danny Breen, Member, Eastern Regional Service Board
Mr. Jamie Korab, Member, Eastern Regional Service Board
Ms. Deanne Stapleton, Member, Eastern Regional Service Board
Ms. Sheilagh O'Leary, Member, Eastern Regional Service Board
Mr. Sandy Hickman, Member, Eastern Regional Service Board
Ms. Hope Jamieson, Member, Eastern Regional Service Board
Mr. Ian Froude, Member, Eastern Regional Service Board
Mr. Wally Collins, Member, Eastern Regional Service Board
Ms. Maggie Burton, Member, Eastern Regional Service Board
Mr. Dave Lane, Member, Eastern Regional Service Board

(6) NEW BUSINESS

**(6)(a) Capital Funding Request to
Province – WRF Bell Island**

BRIEFING NOTE

Landfill closure, development of WRF and curbside collection program

BACKGROUND

The Town of Wabana has operated the only landfill on Bell Island. For the last 18 months it has been operating with the required approvals from the Province. The Board has issued a tender and awarded a contract for the weekly curbside waste collection, biweekly recyclables collection and bulk events for the next three years.

In the attached letter from Minister Joyce you can see the commitment to develop a waste recovery facility on Bell Island. The Province will fund the capital program to develop this WRF and the Board will be responsible for the operating costs of the facility.

The project budget is estimated to be \$300,000 for development of the WRF and closure of the landfill.

The Province has asked that ERSB request this capital funding which requires a motion of the Board to do so.

Staff recommend that the Board request funding from the Province in the amount of \$300,000 with the understanding that a more detailed project budget will be developed and fully funded by the Province.

Motion:

It is recommended that the ERSB make a capital funding request to the Province in the amount of \$300,000 to develop a waste recovery facility for Bell Island and close out the existing landfill with understanding that a more detailed project costing will be fully funded by the Province.

APR 12 2018

COR/2017/04790

Town Council of Wabana
P.O. Box 1229
Bell Island, NL A0A 4H0
E-mail: info@townofwabana.net

Dear Mayor Gosine and Councillors:

RE: Moving Forward with Waste Management Plans for Bell Island

Further to recent correspondence and meetings between officials with the Department of Municipal Affairs and Environment, Service NL, and the Town of Wabana regarding waste management on Bell Island, I am writing to clarify regulatory requirements in this area, and outline the supports the Department is prepared to provide to the Town going forward.

The Department appreciates the opportunity to review and discuss the Waste Management Strategy that the Town prepared in December 2016. A number of good education, outreach, and consultation efforts have been undertaken to date, and we encourage the Town to continue these important initiatives as it takes the next step towards modern waste management. However, in order to fully realize this goal and achieve compliance with current provincial waste management legislation, a more concrete commitment to transport waste to an approved landfill and/or recycling facilities for final disposal is still required.

To this end, the Strategy approved by the previous Council had sought to enter into a service agreement with Eastern Waste to collect and transport waste from Bell Island to the Robin Hood Bay Regional Waste Management Facility. The Department was supportive of these plans as well, but I understand that the Town had some concerns about securing funding to develop a Waste Recovery Facility (WRF) and rehabilitate the existing landfill before formalizing these arrangements.

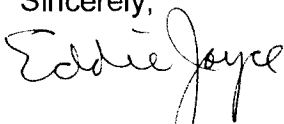
To help address these concerns, please accept this letter as confirmation in principle that the Department will fund an operational close out of the current landfill, as well as a WRF that is consistent with the scope of other facilities in Eastern Region, such as those located in Harbour Grace, Bay Bulls, and Whitbourne. As the specific design elements of a WRF are site dependent, the total costs associated with this project will be determined at a later date, but are currently estimated in the range of \$300,000.

Please note that this confirmation in principle is conditional upon the Town formalizing its agreement with Eastern Waste for waste collection services. Once waste is no longer being sent to the local landfill, the Department will be able to begin work to complete an operational closeout of the site, as well as begin the design and construction of the WRF. The Department will arrange to have this work completed, and the Town will not be responsible for managing the funding or the public procurement process.

I would also like to take this opportunity to re-iterate some key requirements under the provincial *Environmental Protection Act*. As the Certificate of Approval to operate the current landfill site on Bell Island expired over a year ago, Council should be aware that, by continuing to use this site, The Town is no longer in compliance with this legislation. Some flexibility on these requirements can continue to be offered on an interim basis, provided that the Town is prepared to re-confirm its intent to implement its plans to transport waste to an approved waste management site by July 1, 2018. Given these considerations, a response to this letter indicating that the Town still intends to fully implement its service agreement with Eastern Waste is requested by no later than **April 27, 2018**.

I trust that this letter has provided Council with the clarification needed to move forward with the Town's waste management plans. If you have any questions or concerns, please contact the Manager of Infrastructure and Waste Management at JerryCollins@gov.nl.ca or (709) 729-5334.

Sincerely,



EDDIE JOYCE, MHA
District of Humber-Bay of Islands
Minister of Municipal Affairs and Environment

/jl

cc: Mr. David Brazil, MHA
Ms. Lisa Reid, Interim Town Clerk
Mr. Ed Kent, Town Consultant
Mr. Ken Kelly, Eastern Waste Management
Mr. Dan Michielsen, Director, Pollution Prevention
Mr. Robert Locke, Manager, Operations and Environmental Protection