

EASTERN REGIONAL SERVICES BOARD

Minutes of Meeting #24

May 28, 2014

7:00 p.m.

Ramada St. John's

Kenmount Road, St. John's, NL

In Attendance:

Ed Grant, Chairperson
Harold Mullaney, Vice Chair, Southern Shore
Dave Aker, Mount Pearl
Bill Bailey, Clarenville & Isthmus
Danny Breen, St. John's
Wally Collins, St. John's
Bernard Davis, St. John's
Joy Dobbie, Trinity Bay South & Isthmus East
Jonathan Galgay, St. John's
Sandy Hickman, St. John's
Art Puddister, St. John's
Peggy Roche, Small Metro
Gordon Stone, Trinity Conception North
Sterling Willis, Paradise
William Woodman, Southwest Avalon

Regrets:

Tom Hann, St. John's
Dave Lane, St. John's
Ken McDonald, Conception Bay South
Dennis O'Keefe, St. John's
Bruce Tilley, St. John's

Other Attendees:

Ken Kelly, Chief Administrative Officer, Eastern Waste Management
Lynn Tucker, Manager Corporate Services, Eastern Waste Management
Kevin Power, Manager Waste Operations, Eastern Waste Management

1. Call to Order

Mr. Ed Grant, Chairperson, called the meeting to order at 6:55 p.m.

2. Adoption of Agenda

It was moved and seconded (B Davis/H Mullaney) to adopt the agenda as tabled.
MOTION 2014-026: Carried (unanimously)

3. Review of Minutes – April 30, 2014

It was moved and seconded (G Stone/J Dobbie) that the minutes of the April 30, 2014 meeting be adopted as tabled.

MOTION 2014-027: Carried (unanimously)

4. Committee Reports

i. Finance & Audit Committee (D Breen)

- i. **Cheque Register** – Mr. Breen directed members to the cheque register for the month of April that is included in tonight's meeting package (Appendix A).

It was moved and seconded (J Galgay/G Stone) to accept the cheque register of April 2014 as tabled.

MOTION 2014-028: Carried (unanimously)

- ii. **Award of Contract for Recyclable Metals** – Mr. Breen informed members that this contract would be for the sale of the recyclable metals that are collected during bulk collection events as well as the metals received at the board's waste recovery facilities. The board had issued a tender to get the best price and we did receive two bids. They were from NLL Recycling who has had the contract for the past two (2) years and Newco Metal & Auto Recycling. The best bid received was from Newco Metal & Auto Recycling for \$156.00 plus HST for each metric tonne of metals collected.

It was moved and seconded (D Breen/D Aker) that ERSB award a contract for three (3) years to Newco Metal & Auto Recycling to purchase scrap metal from the board at a price of \$156.00 plus HST per metric tonne.

MOTION 2014-028: Carried (unanimously)

- iii. **Board Members Attending Outside Meetings** – Mr. Breen stated that the committee had a lengthy discussion about the requirements for Board members to attend meetings other than the Board's monthly meeting or the standing committee meetings. This item arose as Board members often play a dual role – representing their municipality and the Board – at meetings. Often when a Board member is present at a meeting it is due to being directed by their municipality as its representative i.e. joint councils meetings. The committee wanted to clarify the criteria for it to be considered Board business.

Mr. Breen continued that the recommendation would be for the Board to pass a motion if it needs a representative at a particular meeting. This ensures that everyone has an opportunity to represent the Board and acknowledges who the Board's representative will be at a particular meeting.

It was moved and seconded (D Breen/D Aker) that ERSB members be remunerated for the day of a meeting/conference/event in which they attend. The meeting is to be at the call of the Chairperson, Standing Committee Chairperson or CAO. If a member wishes to represent the Board at other meetings and claim the per diem for that meeting, the Board will direct that person through a motion of the Board to be its representative or through the call of the Chairperson.

MOTION 2014-029: Carried (unanimously)

- iv. **Use of Waste Recovery Facility (WRF) for Volunteer Community Clean-up Events – Mr. Breen** noted that a number of volunteer groups in the Eastern region want to do the right thing and clean up their communities. Because of the closure of local landfills the issue of disposal is a deterrent to many events, especially for smaller towns, local service districts or service groups. The Board wants to encourage these activities and events where possible and it has been proposed by staff that we allow these groups and communities to bring their materials to the nearest WRF one day each year so that they can dispose of the bulk materials that are collected in these clean ups. The rules of use for the WRF sites will still be in place and we would only accept material that is from non-commercial sources and collected during these volunteer clean up events. This will not be an open-door policy for municipalities to use the site all year round – one day each year to support the clean up event.

Members questioned why all types of materials would not be accepted at the WRF for clean up events.

Mr. Kelly responded that the WRF sites will only accept materials allowed under our *Certificate of Approval* to operate as issued by the Department of Environment and Conservation.

Mr. Kelly stated that the board adopted a policy last year where it allows registered charities to dispose of waste to a maximum of 50 metric tonnes at the Regional Waste Management Facility located at Robin Hood Bay (RHB) at no cost. This is a similar type of goodwill initiative.

Discussion ensued regarding the one day and if it is reasonable to expect all communities in an area to hold their clean up event on the same day. Members felt that good communication including the advertising of the date of the event as well as clear guidelines regarding acceptable materials would greatly assist the success of these events.

It was moved and seconded (D Breen/B Davis) that ERSB allow the use of its waste recovery facility (WRF) sites one day per year for the drop off of waste collected by volunteers as part of community clean-up events for open spaces, beaches, parks, and ditches. This will not be used for the clean-up of commercial property. The date of the WRF opening will be set by the staff based on need and will be at minimum one in the

spring and one in the fall of the year for each sub-region. Guidelines for acceptance of bulk materials at the WRF will apply.

MOTION 2014-030: Carried (unanimously)

b. Strategy & Policy Committee – (S Hickman)

- i. No meeting was held in May as quorum could not be achieved.

Mr. Grant informed members that Mr. Hickman will be the Chairperson of the Strategy & Policy Standing Committee. In addition, he notified members that the letter requesting appointment of the representative for the Bay Roberts sub-region will be sent to the Minister this week.

c. Governance Committee - (H Mallowney)

- i. **Board Governance** – Mr. Mallowney stated that Governance Committee spent quite some time discussing this issue and the development of a board performance template. This is necessary to ensure that the Board is functioning well and is meeting its mandated and contractual obligations. The Board needs to ensure that its monthly remittances are being made, that its insurances are up to date, etc. The committee agreed to review the draft governance framework table provided by Mr. Kelly before the next committee meeting and members will submit any questions and/or comments for discussion at the next committee meeting.
- ii. **Election of ERSB Vice Chairperson** – Mr. Grant stated that the election of Vice Chairperson would take place this evening. There are two candidates: (1) Sandy Hickman; and, (2) Harold Mallowney. Each candidate took a few moments to speak before the election was held.

The election was conducted by secret ballot. Mr. Kelly and Ms. Tucker counted the ballots with Mr. Grant as scrutineer.

Mr. Grant announced that **Mr. Harold Mallowney is elected Vice Chairperson of the Eastern Regional Service Board.**

5. Other Business

- a) **Organics Processing** - Mr. Grant informed members that he, Mr. Hickman, Mr. Kelly and Mr. Stephen Colford (Manager, RHB) met with the province yesterday regarding the provincial organics plan. They were informed that the province has gone back to Dillon Consulting, the consultants who recently completed a province-wide organics study for the provincial government, as they had several concerns with their report. They are awaiting the response from Dillon Consulting as well as the recommendations from their study. Following that, government will decide how to proceed with organics processing. Therefore, it seems that

organics processing will not be happening in the near future. It will be at least 12 months before a firm decision is made on province-wide organics processing.

Mr. Grant continued that an organics pilot program has been running on the Burin Peninsula quite successfully and we could learn from that program. The Board could send a group to learn from the pilot regarding how windrow composting would work in our environment. In addition, Mr. Grant continued that government may decide to look at using new technologies that have become available to process organic materials such as methane capture for electrical generation, etc. There are many options available for the processing of organic materials.

- b) **Withdrawal of Application for Environmental Assessment Process at Peak Pond** - Mr. Grant stated that he feels the Board should withdraw its application for the parcel of land at Peak Pond and the subsequent Environmental Assessment on the basis that the Dillon report does not envision a windrow composting system for the Eastern region and, therefore, it seems the test facility proposed is unnecessary. In addition, this technology is currently being piloted on the Burin Peninsula and the Board could certainly learn from their experience.

The initial application was for three components: (1) A test organics facility; (2) waste recovery facility (WRF); and, (3) Equipment depot for storage of the Board's equipment. However, there has been a large public outcry with many telephone calls and correspondence received from local property owners who do not want us in the area. There has been lots of resistance to our proposal.

Mr. Hickman stated that he feels the timeframe for organics processing is a long way off and that the provincial government has decisions to make regarding province-wide organics processing. Therefore, he agrees with withdrawing the application for the parcel of land at Peak Pond.

Mr. Aker stated that he feels this matter is dead – the property owners in the area will never agree and the Board should withdraw its application.

General discussion ensued with members noting the following:

- With new technologies the composting facility may be able to be placed at RHB.
- In other jurisdictions, i.e. Ontario, these facilities are located in residential areas. Today's technology allows for the processing of organics without the usual "odour" issues.
- The organics processing facility will not be placed at RHB as it is too close to residential neighbourhoods.

Mr. Grant stated that he feels the Board would just need space for the usual waste recovery facility (WRF) and space for an equipment depot in the Whitbourne area. The Peak Pond parcel of land is larger than is needed for these two components. The remediated landfill site at Whitbourne may be suitable for that usage.

- c) **Study Tours for Board Members** – Mr. Grant stated that a study tour is planned for July to Nova Scotia to visit several organic processing facilities. He noted that with today's technologies, these types of facilities are being located in residential areas i.e. St. Catherine's, Ontario, where apparently a composting facility is located next to high-end homes. Board members must get educated regarding organics processing. Board members have been asked to submit their names if they are interested in attending the tour to Nova Scotia.

Mr. Kelly stated that the organics facilities in Nova Scotia have the full gamut of organics processing in that they use several processing methods including windrow and in-vessel. He has suggested visiting five (5) sites to familiarize Board members with the different processing methods.

Mr. Grant noted that the study tour is planned for July 7-9, 2014 and any Board member interested in attending should notify either Ms. Tucker or Mr. Kelly.

- d) **SWANA Wastecon** – Mr. Grant informed members that the SWANA (Solid Waste Association of North America) Waste Conference is taking place from August 26-28, 2014 in Dallas, Texas. Mr. Kelly and Mr. Grant will be attending as usual; however, two (2) Board members may attend as well; therefore, any Board member interested in attending the SWANA Wastecon should notify either Ms. Tucker or Mr. Kelly as soon as possible.

Action Item: Members requested that they receive information regarding the SWANA Waste Conference. Ms. Tucker will forward information to all members.

- e) **Waste Management Services to Deer Park/Vineland Road** – Mr. Grant noted that waste management services to Deer Park/Vineland Road will begin on July 7th. Eastern Waste Management has had two (2) staff persons going door to door in the area to provide information to property owners as well as gather information for invoicing purposes.

Mr. Power noted that to date, approximately 200 property owners have been contacted with good feedback. He noted that there are approximately 600 properties in the area.

Mr. Puddister stated that he has received a call from a constituent with property in Spread Eagle who states they will not pay their waste management invoice until their neighbours' receive invoices and pay their bills.

Mr. Power noted that the staff currently gathering information in the Deer Park/Vineland Road area will be going to Spread Eagle to capture those property owners' information that we do not have currently; however, all property owners are expected to pay.

Mr. Puddister asked if the Board currently gets information from the Department of Crown Lands.

Mr. Kelly responded that the Board has access to the Crown Lands information as well as to Registry of Deeds. However, it continues to be difficult to get information for unincorporated areas as not all properties are registered. Many change hands without being registered. There is no reliable database of property owners in the Province that is maintained and current.

Mr. Grant informed members that the Board has asked the provincial government to add outstanding invoices for service to the property and not the property owner similar to the *Municipalities Act*. That would provide the Board authority to place a lien on any property with an outstanding debt. However, the issue has been with the unincorporated areas as they are not paying taxes. The perception with the public is that they are not paying their fair share. Government continues to work with municipalities in developing a new municipal fiscal framework and this issue may be addressed during the course of that work.

6. Next Meeting

The next regular meeting of Eastern Regional Service Board will be held on Wednesday, **June 25, 2014 at 7:00 p.m. at the Ramada St. John's.**

Committee Meetings have been scheduled for:

- a) Finance & Audit Committee – Wednesday, June 11, 2014 at 12:00 noon, EWM Boardroom
- b) Strategy & Policy Committee – Tuesday, June 10, 2014 at 10:00 a.m., EWM Boardroom
- c) Governance Committee – Tuesday, June 17, 2014 at 10:00 a.m., EWM Boardroom

7. Adjournment

It was moved by S Hickman to adjourn the meeting at 8:00 p.m.

*Prepared by: Lynn Tucker
June 2, 2014*

APPENDIX 'A'

Eastern Waste Management
 BNK2 - Bank of Montreal - EW
 Cheques from 000001 to 002967 dated between 04/01/2014 and 04/30/2014

CHEQUE REGISTER

Printed: 3:50:11PM 05/07/2014

Page 1 of 2

Number	Issued	Amount	SC	Status	Status Date
002875	04/04/2014 61366 Newfoundland and Labrador Inc.	2,260.00	A/P	CLEARED	04/15/2014
002876	04/04/2014 Bell Aliant	1,064.09	A/P	CLEARED	04/15/2014
002877	04/04/2014 BRENKIR	81.02	A/P	CLEARED	04/15/2014
002878	04/04/2014 Concord Enterprises Inc.	5,085.00	A/P	CLEARED	04/15/2014
002879	04/04/2014 D&L Russell Limited	108.02	A/P	CLEARED	04/30/2014
002880	04/04/2014 Dicks and Company Limited	33.11	A/P	CLEARED	04/15/2014
002881	04/04/2014 Dodd's Diesel Repair Ltd.	592.67	A/P	CLEARED	04/15/2014
002882	04/04/2014 Ed Grant	208.98	A/P	CLEARED	04/15/2014
002883	04/04/2014 Harbour Construction Limited	3,661.20	A/P	CLEARED	04/23/2014
002884	04/04/2014 Harold Mallowney	360.87	A/P	CLEARED	04/15/2014
002885	04/04/2014 Jonathan Miller	4,458.30	A/P	CLEARED	04/23/2014
002886	04/04/2014 Leslie Squires	440.00	A/P	CLEARED	04/15/2014
002887	04/04/2014 M J Hickey Construction Ltd.	226.00	A/P	CLEARED	04/15/2014
002888	04/04/2014 Newfoundland Exchequer - MVR	926.00	A/P	OUT-STD	04/04/2014
002889	04/04/2014 Pro-Tech Construction Ltd.	7,700.49	A/P	CLEARED	04/30/2014
002890	04/04/2014 Ridge G&P Services Ltd.	117,303.33	A/P	CLEARED	04/15/2014
002891	04/04/2014 Stephen Colford	42.00	A/P	OUT-STD	04/04/2014
002892	04/04/2014 T2 Ventures Inc.	114,229.53	A/P	CLEARED	04/15/2014
002893	04/04/2014 Wayne Sellers	22.58	A/P	CLEARED	04/30/2014
002894	04/04/2014 Wedgwood Insurance Limited	1,166.00	A/P	CLEARED	04/15/2014
002895	04/04/2014 Encon Group Inc.	2,237.92	G/L	CLEARED	04/23/2014
002914	04/16/2014 Bell Mobility Inc.	939.31	A/P	CLEARED	04/30/2014
002915	04/16/2014 Bill Bailey	894.68	A/P	OUT-STD	04/16/2014
002916	04/16/2014 Cabot Industries Limited	2,983.20	A/P	CLEARED	04/30/2014
002917	04/16/2014 Clowe Construction Ltd.	4,520.00	A/P	OUT-STD	04/16/2014
002918	04/16/2014 Coish's Trucking & Excavating Ltd.	9,004.01	A/P	CLEARED	04/30/2014
002919	04/16/2014 De Lage Landen Financial Services Canada Ltd.	286.42	A/P	OUT-STD	04/16/2014
002920	04/16/2014 Dodd's Diesel Repair Ltd.	298.16	A/P	CLEARED	04/30/2014
002921	04/16/2014 Don Walsh	99.84	A/P	CLEARED	04/30/2014
002922	04/16/2014 Dynamex Canada Limited	13.53	A/P	CLEARED	04/30/2014
002923	04/16/2014 Edward Collins Contracting Ltd.	9,576.76	A/P	CLEARED	04/30/2014
002924	04/16/2014 French, Noseworthy & Associates	463.30	A/P	CLEARED	04/30/2014
002925	04/16/2014 Henry Hennessey	46.33	A/P	OUT-STD	04/16/2014
002926	04/16/2014 Imperial Oil	7,500.24	A/P	OUT-STD	04/16/2014
002927	04/16/2014 Iron Mountain Canada	31.30	A/P	OUT-STD	04/16/2014
002928	04/16/2014 Joy Dobbie	566.97	A/P	OUT-STD	04/16/2014
002929	04/16/2014 Kerr Global Communications	908.35	A/P	OUT-STD	04/16/2014
002930	04/16/2014 Kevin Butt	97.34	A/P	OUT-STD	04/16/2014
002931	04/16/2014 Lynn Tucker	140.76	A/P	CLEARED	04/30/2014
002932	04/16/2014 O'Brien Anthony White	76.28	A/P	CLEARED	04/30/2014
002933	04/16/2014 Pinnacle Office Solutions Ltd.	209.68	A/P	CLEARED	04/30/2014
002934	04/16/2014 Pinnacle Office Solutions Ltd.	119.78	A/P	CLEARED	04/30/2014
002935	04/16/2014 Royal Garage Ltd.	461.63	A/P	OUT-STD	04/16/2014
002936	04/16/2014 Sam Pike Masonry Ltd.	26.79	A/P	OUT-STD	04/16/2014
002937	04/16/2014 SGL Construction Ltd.	4,237.50	A/P	OUT-STD	04/16/2014
002938	04/16/2014 The Business Post	406.80	A/P	OUT-STD	04/16/2014
002939	04/16/2014 Transcontinental Atlantic Media Group G.P.	379.85	A/P	OUT-STD	04/16/2014

* - Name on Check was modified

Eastern Waste Management
BNK2 - Bank of Montreal - EW
Cheques from 000001 to 002967 dated between 04/01/2014 and 04/30/2014

CHEQUE REGISTER

Printed: 3:50:11PM 05/07/2014

Page 2 of 2

Number	Issued	Amount	SC	Status	Status Date
002940	04/16/2014 Wayde Higdon	165.60	A/P	OUT-STD	04/16/2014
002942	04/17/2014 Receiver General of Canada	24,913.68	G/L	OUT-STD	04/17/2014
Cheque Totals Issued:		331,575.20			
Void:		0.00			
Total Cheques Generated:		331,575.20			
Total # of Cheques Listed:		49			

* - Name on Check was modified