



**BOARD OF DIRECTORS MEETING  
MINUTES**

**Meeting #76**

**Wednesday, January 29, 2020, 7:00 p.m.**

**Holiday Inn Express**

**5 Navigator Ave., St. John's, NL**

In Attendance: Mayor Harold Mallowney  
Mayor Danny Breen  
Councillor Glenn Clarke  
Councillor Wally Collins  
Councillor Ian Froude  
Councillor Jamie Korab  
Councillor Dave Lane  
Councillor Kevin McDonald  
Deputy Mayor Sheilagh O'Leary  
Councillor Peggy Roche  
Mayor Gerald Snook  
Councillor Deanne Stapleton  
Councillor Lucy Stoyles  
Councillor Gerard Tilley  
Deputy Mayor Sam Whalen  
Councillor Sterling Willis

Regrets: Councillor Bill Bailey  
Councillor Maggie Burton  
Councillor Sandy Hickman  
Councillor Hope Jamieson

Other Attendees: Ms. Lynn Tucker  
Mr. Craig Drover  
Ms. Christie Dean  
Ms. Holly Coles

1. **Call to Order**

Mr. Muldowney called the meeting to order at 7:01 p.m.

2. **Adoption of Agenda**

The Agenda was tabled for approval. Mr. Muldowney added the Provincial Waste Management Strategy Review Report under New Business.

**MOTION 2020-001**

**Moved By** Mr. Whalen

**Seconded By** Mr. Tilley

BE IT RESOLVED that the Agenda be adopted as tabled with the addition of Provincial Waste Management Strategy Review Report under New Business.

**Carried Unanimously**

3. **Review of Minutes**

The Minutes from the previous meeting were tabled for review and approval.

**MOTION 2020-002**

**Moved By** Mr. Froude

**Seconded By** Mr. McDonald

BE IT RESOLVED that the Minutes of the meeting of Wednesday, November 27, 2019 be adopted as tabled.

**Carried Unanimously**

4. **Committee Reports**

a. **Finance & Audit Committee**

Mr. Willis delivered the ERSB Finance and Audit Committee report.

1. **Board Expenditures**

Board expenditures for the months of November and December 2019 were tabled for review and approval.

**MOTION 2020-003**

**Moved By** Mr. Willis

**Seconded By** Mr. McDonald

BE IT RESOLVED that the ERSB adopt the Board's Expenditures for November and December of 2019 as tabled.

**Carried Unanimously**

Mr. Lane joined the meeting at 7:04 p.m.

2. a) Incorporated Towns Payment Activity Report

An update on the incorporated towns payment activity was provided for December 2019. Three incorporated towns ended the year with an outstanding balance but staff has contacted the towns and will continue to work with them regarding the importance of submitting timely payments.

b) Town of Aquaforte Delinquency

The Town of Aquaforte is more than six months behind in payments to the ERSB and have been notified on numerous occasions that payments must be made in order to continue receiving waste collection services. A final notice has been sent to the town and staff recommends that without payment of the overdue fees by the requested date, waste services will be suspended to the town.

**MOTION 2020-004**

**Moved By** Mr. Froude

**Seconded By** Mr. Lane

BE IT RESOLVED that the ERSB suspend waste collection services to the Town of Aquaforte effective February 13, 2020 without payment of outstanding 2019 waste collection fees totaling \$6,977.05 by February 12, 2020.

**Carried Unanimously**

3. Motion by Email to be Ratified – To Award Contract for Waste Collection for Smith Sound and Area

The ERSB moved a Motion by email in December 2019 to award contract for waste collection for the Smith Sound and Area beginning February 1, 2020. Three bids were received for this contract and the lowest bidder was T2 Ventures Inc. The Board ratified this motion.

**MOTION 2020-005**

**Moved By** Mr. Willis

**Seconded By** Ms. Stoyles

BE IT RESOLVED that the ERSB award contract for multi-stream waste collection, including recycling and bulk waste for Smith Sound and Area to T2 Ventures Inc. in the amount of \$557,700.00 plus HST for the period of February 1, 2020 to April 30, 2023.

**Carried Unanimously**

4. Conception Bay Center Contract Extension

The current waste collection contract for this area expires on June 30, 2020. The contract provides for two possible one-year extensions; and to date, none of the extensions have been exercised.

It was suggested that the option for contract extension be exercised for one year from July 1, 2020 through June 30, 2021.

**MOTION 2020-006**

**Moved By** Mr. Willis

**Seconded By** Ms. O'Leary

BE IT RESOLVED that the ERSB issue a one-year extension for waste collection services for Conception Bay Center area beginning July 1, 2020.

**Carried Unanimously**

b. **Strategy & Policy Committee**

Mr. Whalen delivered the ERSB Strategy and Policy Committee report.

1. Grand Opening of Whitbourne Equipment Depot

The Board agreed that a grand opening event is not necessary at the Whitbourne Equipment Depot as a media event was held in 2017 when the Waste Recovery Facility was initially opened.

2. Continued Implementation of Government Directives

Ms. Tucker noted that the ERSB continues to work with the Department of Municipal Affairs and Environment to identify roads in unincorporated areas to confirm roads in receipt of services.

Recently, ballots were sent to the residents of Gull Pond Road, which is located just beyond the Town of Witless Bay limits, as they requested services from the ERSB. 78% of those ballots were returned in favor of the service. ERSB reinstated services effective January 20, 2020.

Several changes have been made to the plan, and more changes continue to be made as information becomes available. Staff will continue to update the information on the ERSB's website to ensure that the public are made aware of these changes.

### 3. Continuation of Fire and Emergency Services

Ms. Tucker noted that the provision of fire and emergency services by the Board has been under discussion following the Minister's Directives. As members are aware, the Board provided fire and emergency services in an agreement with the Town of Holyrood from January 2017 to December 2019. The collection of fees for this service was an additional line item on the customers' waste invoice during this period. Beginning January 1, 2020 waste services were withdrawn from all areas governed by the agreement with Holyrood; therefore, several changes were made to the agreement for 2020 only. ERSB will invoice customers for the fire and emergency fees only; however, the administrative costs were increased from \$5 per household to \$15 to cover the additional expenses. The Town of Holyrood continues to charge \$45 per household for fire and emergency services. The fee for 2020 for this area is \$60. In addition, ERSB and the Town agreed that ERSB would remit to the Town the fees collected on a quarterly basis. Both the Board and the Town will reassess the service in the fall of 2020.

ERSB has also received requests from several other towns for the collection of fire and emergency services fees from neighbouring local services districts and/or unincorporated areas. The Towns of Carbonear, Wabana, and St. Joseph's are requesting that ERSB collect fire and emergency services on their behalf.

The Chair noted that he has written the Minister regarding these requests and continues to await the Minister's response.

4. Scotia Recycling – Tipping Fees for Old Corrugated Cardboard (OCC) Disposal at the Materials Recovery Facility (MRF)

In August of 2019, ERSB received its first notice of cost increase associated with disposal of OCC (old corrugated cardboard) at the Scotia Recycling facility by way of invoice for materials delivered in July of 2019. The cost for disposal was raised from \$20 per metric tonne to \$50 per metric tonne, effective July 2019.

In November of 2019 ERSB received an invoice that indicated another increase from \$50 per metric tonne to \$65 per metric tonne effective September 2019.

ERSB had not received any notice of rate increases from Scotia Recycling prior to receiving these invoices. In both instances, the retroactive notification of rate change poses financial burden to the ERSB, and so staff are now working on a plan to recover the additional costs for OCC from the Clarenville Transfer Station. As a result, staff are asking the ERSB to formally request a 30-day notice be established for any future rate changes for OCC with Scotia Recycling, per standard industry practice.

**MOTION 2020-007**

**Moved By** Mr. Whalen

**Seconded By** Mr. Lane

BE IT RESOLVED that the ERSB request a 30-day notice be established for any rate changes with Scotia Recycling at the regional landfill.

**Carried Unanimously**

5. Smith Sound and Area – Additional Waste Collection

There have been complaints from residents and MHAs in the Smith Sound and Area regarding waste collection for the last two weeks of December and early January. This seems to be a result of the contractor changing at the end of 2019.

The new contractor has begun collections but is collecting only the bag limit as per the contract.

Staff proposed that ERSB request that the current contractor complete a waste collection event where all waste remaining in the customers' garbage boxes would be collected with no regard to the bag limit for that week.

The additional cost for this event is \$3,500.00 plus HST.

**MOTION 2020-008**

**Moved By** Mr. Whalen

**Seconded By** Mr. Willis

BE IT RESOLVED that the ERSB provide an additional waste collection event for Smith Sound and Area to be provided by Around the Bay Disposal at the cost of \$3,500.00 plus HST.

**Carried Unanimously**

c. **Governance Committee**

The Governance Committee did not meet in the month of January; therefore, there is no report.

5. **Correspondence**

There was no new correspondence for this meeting.

6. **New Business**

a. **Provincial Waste Management Strategy Review Report**

A copy of the final report for the Provincial Waste Management Strategy Review was released today and was tabled for information purposes. Mr. Mullooney encouraged members to review the report and to bring forward any key points, concerns, and/or questions that they may have for future discussion. He noted that the Board will discuss this report and its implications at future meetings.

He continued that this report suggests several changes that will have major impact on the Board. If the Province implements the recommendations of this report, then the Board's fees would have to be increased significantly. Members are not in favour of having to increase fees. He concluded that discussions will be ongoing.

7. **Upcoming Meetings**

- a. The next meeting of the Board of Directors will take place on Wednesday, February 26, 2020 at 7:00 p.m. at the Holiday Inn & Express, 5 Navigator Avenue, St. John's.
- b. The next meeting of the Finance & Audit Committee will take place on Thursday, February 13, 2020 at 12:30 p.m. in the ERSB Boardroom.
- c. The next meeting of the Strategy & Policy Committee will take place on Tuesday, February 11, 2020 at 11:00 a.m. in the ERSB Boardroom.
- d. The next meeting of the Governance Committee will take place on Tuesday, February 18, 2020 at 10:30 a.m.

8. **Adjournment**

**MOTION 2020-009**

**Moved By** Mr. McDonald

**Seconded By** Mr. Willis

Seeing no further business to be discussed, BE IT RESOLVED that the meeting adjourned at 7:38 p.m.

**Carried Unanimously**

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**Ms. Holly Coles**

Board Clerk and Outreach Coordinator

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**Mayor Harold Mallowney**

Board Chair



**Eastern Regional Service Board**

BNK2 - Bank of Montreal - EW

Cheques from 000001 to 008620 dated between 11-01-2019 and 11-30-2019

**CHEQUE REGISTER**

Printed: 2:39:04PM 01/09/2020

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Number	Issued	Amount	SC	Status	Status Date
008376	11/13/2019 62167 Newfoundland and Labrador Inc	7,380.30	A/P	*VOID*	11/13/2019
	Void Reason: Printed upside down				
008377	11/13/2019 62167 Newfoundland and Labrador Inc	7,380.30	A/P	CLEARED	12/31/2019
008378	11/13/2019 Advantage Personnel Ltd.	2,276.14	A/P	CLEARED	11/21/2019
008379	11/13/2019 Advantage Personnel Ltd.	2,276.14	A/P	CLEARED	11/21/2019
008380	11/13/2019 Around The Bay Disposals Inc.	43,235.57	A/P	CLEARED	11/21/2019
008381	11/13/2019 Bell Aliant	1,960.01	A/P	CLEARED	11/29/2019
008382	11/13/2019 Blaketown Service Station	1,812.26	A/P	CLEARED	11/29/2019
008383	11/13/2019 Christie Dean	9,569.99	A/P	CLEARED	11/21/2019
008384	11/13/2019 City of St. John's	49,892.22	A/P	OUT-STD	11/13/2019
008385	11/13/2019 Coish's Trucking & Excavating Ltd.	14,432.50	A/P	CLEARED	11/29/2019
008386	11/13/2019 Dicks and Company Limited	22.99	A/P	CLEARED	11/21/2019
008387	11/13/2019 Dodd's Diesel Repair Ltd.	5,533.28	A/P	CLEARED	11/29/2019
008388	11/13/2019 Eastern Machining & Welding Inc.	13,652.54	A/P	CLEARED	11/21/2019
008389	11/13/2019 G. B. Signs Ltd.	34.50	A/P	CLEARED	11/29/2019
008390	11/13/2019 Holiday Inn Express & Suites	919.66	A/P	CLEARED	11/21/2019
008391	11/13/2019 Holly Coles	63.92	A/P	CLEARED	11/21/2019
008392	11/13/2019 K & L Auto Services Ltd	34.50	A/P	CLEARED	12/31/2019
008393	11/13/2019 Kevin McDonald	229.95	A/P	CLEARED	11/29/2019
008394	11/13/2019 Leona Squires	77.00	A/P	CLEARED	11/21/2019
008395	11/13/2019 Leslie Squires	550.00	A/P	CLEARED	11/29/2019
008396	11/13/2019 Miller IT Limited	517.50	A/P	CLEARED	11/21/2019
008397	11/13/2019 Modern Business Equipment Limited	132.02	A/P	CLEARED	11/21/2019
008398	11/13/2019 NATIONAL Public Relations	406.85	A/P	CLEARED	11/29/2019
008399	11/13/2019 NL News Now	343.33	A/P	CLEARED	11/21/2019
008400	11/13/2019 North Atlantic	34,052.16	A/P	CLEARED	11/21/2019
008401	11/13/2019 Northern Business Intelligence	2,325.62	A/P	CLEARED	11/29/2019
008402	11/13/2019 Parts For Trucks Inc.	21.94	A/P	CLEARED	11/21/2019
008403	11/13/2019 Pitney Bowes	183.26	A/P	CLEARED	11/29/2019
008404	11/13/2019 Printer Tech Solutions Inc.	97.75	A/P	CLEARED	11/21/2019
008405	11/13/2019 Quikprint Services Ltd.	2,132.10	A/P	CLEARED	11/21/2019
008406	11/13/2019 SaltWire Network Inc.	4,329.74	A/P	CLEARED	11/21/2019
008407	11/13/2019 Sam Pike Masonry Ltd.	60.05	A/P	CLEARED	12/31/2019
008408	11/13/2019 Sam Whalen	229.95	A/P	CLEARED	11/21/2019
008409	11/13/2019 T2 Ventures Inc.	214,335.44	A/P	CLEARED	11/21/2019
008410	11/13/2019 Town of Clarendville	1,608.00	A/P	CLEARED	11/29/2019
008411	11/13/2019 Ethel Peddle	135.00	A/R	OUT-STD	11/13/2019
008412	11/13/2019 Receiver General of Canada	125.00	G/L	CLEARED	11/29/2019
008413	11/27/2019 Advantage Personnel Ltd.	4,342.17	A/P	CLEARED	12/31/2019
008414	11/27/2019 Bell Mobility Inc.	1,607.57	A/P	CLEARED	12/31/2019
008415	11/27/2019 Christie Dean	1,241.24	A/P	CLEARED	12/31/2019
008416	11/27/2019 Craig Drover	1,727.85	A/P	CLEARED	12/31/2019
008417	11/27/2019 D&L Russell Limited	85.27	A/P	CLEARED	12/31/2019
008418	11/27/2019 Dicks and Company Limited	449.12	A/P	CLEARED	12/31/2019
008419	11/27/2019 Fortis Concrete Inc.	2,185.00	A/P	CLEARED	12/31/2019
008420	11/27/2019 GCR Tires & Service	1,211.76	A/P	CLEARED	12/31/2019

**Eastern Regional Service Board**

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Cheques from 000001 to 008620 dated between 11-01-2019 and 11-30-2019

**CHEQUE REGISTER**

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<b>Number</b>	<b>Issued</b>	<b>Amount</b>	<b>SC</b>	<b>Status</b>	<b>Status Date</b>
008421	11/27/2019 Harold Mallowney	705.13	A/P	CLEARED	11/29/2019
008422	11/27/2019 Holly Coles	46.18	A/P	CLEARED	12/31/2019
008423	11/27/2019 Imperial Oil	123.58	A/P	CLEARED	12/31/2019
008424	11/27/2019 Integrated Staffing Limited	1,560.55	A/P	CLEARED	12/31/2019
008425	11/27/2019 Jenkins Anthony Inc.	3,898.33	A/P	CLEARED	12/31/2019
008426	11/27/2019 Kevin Butt	370.17	A/P	CLEARED	12/31/2019
008427	11/27/2019 Lynn Tucker	662.58	A/P	CLEARED	12/18/2019
008428	11/27/2019 McInnes Cooper	6,099.60	A/P	CLEARED	12/31/2019
008429	11/27/2019 Municipal World Inc.	493.35	A/P	CLEARED	12/31/2019
008430	11/27/2019 NATIONAL Public Relations	9,975.58	A/P	CLEARED	12/31/2019
008431	11/27/2019 Newfoundland Power Inc.	5,051.42	A/P	CLEARED	12/31/2019
008432	11/27/2019 Nexgen Municipal Inc.	1,675.39	A/P	CLEARED	12/31/2019
008433	11/27/2019 OMB Parts & Industrial Ltd.	218.18	A/P	CLEARED	12/31/2019
008434	11/27/2019 ORKIN Canada Corporation	194.35	A/P	CLEARED	12/31/2019
008435	11/27/2019 Parts For Trucks Inc.	1,319.28	A/P	CLEARED	12/31/2019
008436	11/27/2019 Ravenhill Group Inc.	13,800.00	A/P	CLEARED	12/31/2019
008437	11/27/2019 SaltWire Network Inc.	297.56	A/P	CLEARED	12/31/2019
008438	11/27/2019 Scope	229.11	A/P	CLEARED	12/31/2019
008439	11/27/2019 Scotia Recycling Inc	2,115.43	A/P	CLEARED	12/31/2019
008440	11/27/2019 Shred-it International ULC	139.25	A/P	CLEARED	12/31/2019
008441	11/27/2019 Tulk Tire & Service Ltd.	67.19	A/P	CLEARED	12/31/2019
008442	11/27/2019 Vardy Villa Limited	35,091.67	A/P	CLEARED	12/31/2019
008443	11/27/2019 Wedgwood Insurance Limited	107,552.05	A/P	CLEARED	12/31/2019
008444	11/27/2019 Woodman's Welding Ltd.	161.00	A/P	CLEARED	12/31/2019
008445	11/27/2019 Cooney, David K.	427.08	A/R	CLEARED	12/31/2019
008446	11/27/2019 Lane, Eugene	3.60	A/R	OUT-STD	11/27/2019
008447	11/27/2019 Summers, Marjorie & David Summers	5.00	A/R	OUT-STD	11/27/2019
008448	11/27/2019 Barrett, Robert	5.91	A/R	OUT-STD	11/27/2019
008449	11/27/2019 Walsh, Patrick	5.99	A/R	OUT-STD	11/27/2019
008450	11/27/2019 Edison, Derek & Darlene	6.28	A/R	CLEARED	12/31/2019
008451	11/27/2019 Butler, John & Sherry	8.00	A/R	OUT-STD	11/27/2019
008452	11/27/2019 Guest, Derrick & Emily Guest	14.28	A/R	CLEARED	12/31/2019
008453	11/27/2019 Crocker, Sheldon & Pamela Crocker	16.01	A/R	CLEARED	12/31/2019
008454	11/27/2019 Follett, Barbara	37.15	A/R	CLEARED	12/31/2019
008455	11/27/2019 Abbott, Vernon	18.00	A/R	CLEARED	12/31/2019
008456	11/27/2019 Dunne, James & Barbara Dunne	18.92	A/R	OUT-STD	11/27/2019
008457	11/27/2019 Schinagl, Scott	20.00	A/R	CLEARED	12/31/2019
008458	11/27/2019 Pike, Robert C. & Cindy A. Pike	22.17	A/R	CLEARED	12/31/2019
008459	11/27/2019 Dooley, Michael & Kelly Dooley	23.00	A/R	OUT-STD	11/27/2019
008460	11/27/2019 Mulrooney, Robert & Jeanette Mulrooney	27.00	A/R	CLEARED	12/31/2019
008461	11/27/2019 Bishop, Janet	27.03	A/R	CLEARED	12/31/2019
008462	11/27/2019 Reid, Keith	36.40	A/R	OUT-STD	11/27/2019
008463	11/27/2019 Ek, Lucie	40.00	A/R	OUT-STD	11/27/2019
008464	11/27/2019 Dillon, Mary	40.00	A/R	CLEARED	12/31/2019
008465	11/27/2019 Hawco, Bernard	45.00	A/R	OUT-STD	11/27/2019
008466	11/27/2019 Knee, Terry & Deborah Smith	54.00	A/R	CLEARED	12/31/2019
008467	11/27/2019 Brophy, William	120.00	A/R	CLEARED	12/31/2019

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Eastern Regional Service Board

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Cheques from 000001 to 008620 dated between 11-01-2019 and 11-30-2019

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CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
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<b>Total Cheques Generated:</b>			<b>628,212.21</b>			
<b>Total # of Cheques Listed:</b>			<b>93</b>			

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Cheques from 000001 to 008620 dated between 12-01-2019 and 12-31-2019

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<b>Number</b>	<b>Issued</b>	<b>Amount</b>	<b>SC</b>	<b>Status</b>	<b>Status Date</b>
008469	12/12/2019 62167 Newfoundland and Labrador Inc	7,380.30	A/P	OUT-STD	12/12/2019
008470	12/12/2019 Acklands Grainger Inc.	116.64	A/P	CLEARED	12/31/2019
008471	12/12/2019 Advantage Personnel Ltd.	4,447.23	A/P	CLEARED	12/31/2019
008472	12/12/2019 Around The Bay Disposals Inc.	41,885.15	A/P	CLEARED	12/31/2019
008473	12/12/2019 Bell Aliant	1,963.73	A/P	CLEARED	12/31/2019
008474	12/12/2019 Bell Mobility Inc.	1,611.99	A/P	CLEARED	12/31/2019
008475	12/12/2019 Bernice Hickey	99.98	A/P	OUT-STD	12/12/2019
008476	12/12/2019 Blaketown Service Station	1,262.68	A/P	CLEARED	12/31/2019
008477	12/12/2019 Channel 6 Ads	247.60	A/P	CLEARED	12/31/2019
008478	12/12/2019 Christie Dean	13,042.04	A/P	CLEARED	12/31/2019
008479	12/12/2019 City of St. John's	39,241.71	A/P	CLEARED	12/31/2019
008480	12/12/2019 Coish's Trucking & Excavating Ltd.	14,432.50	A/P	CLEARED	12/31/2019
008481	12/12/2019 Craig's Locksmithing & Auto Glass	253.00	A/P	CLEARED	12/31/2019
008482	12/12/2019 Dicks and Company Limited	533.59	A/P	CLEARED	12/31/2019
008483	12/12/2019 Dodd's Diesel Repair Ltd.	26,038.91	A/P	CLEARED	12/31/2019
008484	12/12/2019 Dodd's Diesel Repair Ltd.	20,386.67	A/P	CLEARED	12/31/2019
008485	12/12/2019 Dodd's Diesel Repair Ltd.	5,241.67	A/P	CLEARED	12/31/2019
008486	12/12/2019 Dyna-Pro Environmental	51.75	A/P	CLEARED	12/31/2019
008487	12/12/2019 Eastern Machining & Welding Inc.	333.50	A/P	CLEARED	12/31/2019
008488	12/12/2019 Edmund Hynes	90.98	A/P	CLEARED	12/31/2019
008489	12/12/2019 E K Lomond Auto Solutions Inc	23.37	A/P	CLEARED	12/31/2019
008490	12/12/2019 Fortis Concrete Inc.	2,185.00	A/P	CLEARED	12/31/2019
008491	12/12/2019 G. Hefford Boomtruck Service	448.50	A/P	OUT-STD	12/12/2019
008492	12/12/2019 Gerard Tilley	125.66	A/P	OUT-STD	12/12/2019
008493	12/12/2019 Glenn Clarke	649.87	A/P	CLEARED	12/31/2019
008494	12/12/2019 Holiday Inn Express & Suites	798.10	A/P	CLEARED	12/31/2019
008495	12/12/2019 Holly Coles	79.18	A/P	CLEARED	12/31/2019
008496	12/12/2019 Integrated Staffing Limited	2,718.02	A/P	CLEARED	12/31/2019
008497	12/12/2019 Kevin McDonald	229.95	A/P	CLEARED	12/31/2019
008498	12/12/2019 Leona Squires	15.70	A/P	CLEARED	12/31/2019
008499	12/12/2019 Leslie Squires	440.00	A/P	CLEARED	12/31/2019
008500	12/12/2019 Lorraine Kaczmarczyk	111.98	A/P	CLEARED	12/31/2019
008501	12/12/2019 Lynn Tucker	1,953.25	A/P	CLEARED	12/31/2019
008502	12/12/2019 McInnes Cooper	1,076.69	A/P	CLEARED	12/31/2019
008503	12/12/2019 Miller IT Limited	897.00	A/P	CLEARED	12/31/2019
008504	12/12/2019 Modern Business Equipment Limited	380.88	A/P	CLEARED	12/31/2019
008505	12/12/2019 NL News Now	171.49	A/P	CLEARED	12/31/2019
008506	12/12/2019 North Atlantic	28,482.68	A/P	CLEARED	12/31/2019
008507	12/12/2019 Northern Business Intelligence	2,325.62	A/P	CLEARED	12/31/2019
008508	12/12/2019 OMB Parts & Industrial Ltd.	167.37	A/P	CLEARED	12/31/2019
008509	12/12/2019 Parts For Trucks Inc.	243.02	A/P	CLEARED	12/31/2019
008510	12/12/2019 Pitney Bowes	8,500.00	A/P	CLEARED	12/31/2019
008511	12/12/2019 Royal Garage Ltd.	3,095.66	A/P	CLEARED	12/31/2019
008512	12/12/2019 SaltWire Network Inc.	751.81	A/P	CLEARED	12/31/2019
008513	12/12/2019 Sam Pike Masonry Ltd.	65.71	A/P	CLEARED	12/31/2019
008514	12/12/2019 Sam Whalen	234.95	A/P	CLEARED	12/31/2019

**Eastern Regional Service Board**

BNK2 - Bank of Montreal - EW

Cheques from 000001 to 008620 dated between 12-01-2019 and 12-31-2019

**CHEQUE REGISTER**

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<b>Number</b>	<b>Issued</b>	<b>Amount</b>	<b>SC</b>	<b>Status</b>	<b>Status Date</b>
008515	12/12/2019 Scope	76.30	A/P	CLEARED	12/31/2019
008516	12/12/2019 T2 Ventures Inc.	200,004.37	A/P	CLEARED	12/31/2019
008517	12/12/2019 Tulk Tire & Service Ltd.	1,125.21	A/P	CLEARED	12/31/2019
008518	12/12/2019 Vardy Villa Limited	35,091.67	A/P	CLEARED	12/31/2019
008519	12/12/2019 WAJAX (Power Systems)	377.78	A/P	CLEARED	12/31/2019
008520	12/12/2019 Wayne Sellars	113.98	A/P	CLEARED	12/31/2019
008521	12/12/2019 Wood Environment & Infrastructure Solutions	1,180.80	A/P	CLEARED	12/31/2019
008522	12/12/2019 Woodman's Welding Ltd.	848.40	A/P	CLEARED	12/31/2019
008523	12/12/2019 Receiver General of Canada	125.00	G/L	CLEARED	12/31/2019
008524	12/12/2019 Campbell, James O.	31.50	A/R	CLEARED	12/31/2019
008525	12/12/2019 Cuff, Elizabeth	31.50	A/R	OUT-STD	12/12/2019
008526	12/12/2019 Harris, Bryant	3.50	A/R	OUT-STD	12/12/2019
008527	12/12/2019 MacIntyre, Stanley	31.50	A/R	CLEARED	12/31/2019
008528	12/12/2019 Meaney, Bradford D.	31.50	A/R	CLEARED	12/31/2019
008529	12/12/2019 Parrell, Glen	31.50	A/R	OUT-STD	12/12/2019
008530	12/12/2019 Roberts, Larry Craig	30.00	A/R	OUT-STD	12/12/2019
008531	12/12/2019 Way, Scott	31.50	A/R	OUT-STD	12/12/2019
008532	12/18/2019 A1 Glass	329.21	A/P	CLEARED	12/31/2019
008533	12/18/2019 Advantage Personnel Ltd.	2,031.02	A/P	CLEARED	12/31/2019
008534	12/18/2019 Bill Bailey	494.92	A/P	CLEARED	12/31/2019
008535	12/18/2019 Blaketown Service Station	232.63	A/P	OUT-STD	12/18/2019
008536	12/18/2019 Channel 6 Ads	249.00	A/P	CLEARED	12/31/2019
008537	12/18/2019 Christie Dean	496.88	A/P	OUT-STD	12/18/2019
008538	12/18/2019 Curtis Dawe	25,414.81	A/P	CLEARED	12/31/2019
008539	12/18/2019 D&L Russell Limited	20.24	A/P	CLEARED	12/31/2019
008540	12/18/2019 Dicks and Company Limited	209.37	A/P	CLEARED	12/31/2019
008541	12/18/2019 Dodd's Diesel Repair Ltd.	16,613.64	A/P	CLEARED	12/31/2019
008542	12/18/2019 GCR Tires & Service	454.59	A/P	OUT-STD	12/18/2019
008543	12/18/2019 Glenn Clarke	280.08	A/P	CLEARED	12/31/2019
008544	12/18/2019 Holly Coles	12.00	A/P	CLEARED	12/31/2019
008545	12/18/2019 Integrated Staffing Limited	5,164.40	A/P	OUT-STD	12/18/2019
008546	12/18/2019 Jenkins Anthony Inc.	3,988.19	A/P	OUT-STD	12/18/2019
008547	12/18/2019 Kevin Butt	121.97	A/P	CLEARED	12/31/2019
008548	12/18/2019 Leona Squires	20.40	A/P	CLEARED	12/31/2019
008549	12/18/2019 Newfoundland Power Inc.	6,743.47	A/P	CLEARED	12/31/2019
008550	12/18/2019 Nexgen Municipal Inc.	191.44	A/P	CLEARED	12/31/2019
008551	12/18/2019 Nortrax Canada Inc.	26,689.69	A/P	CLEARED	12/31/2019
008552	12/18/2019 OMB Parts & Industrial Ltd.	9.66	A/P	CLEARED	12/31/2019
008553	12/18/2019 Parts For Trucks Inc.	58.44	A/P	CLEARED	12/31/2019
008554	12/18/2019 Royal St. John's Regatta Committee	115.00	A/P	OUT-STD	12/18/2019
008555	12/18/2019 SaltWire Network Inc.	396.75	A/P	CLEARED	12/31/2019
008556	12/18/2019 Sam Whalen	271.69	A/P	CLEARED	12/31/2019
008557	12/18/2019 Scotia Recycling Inc	1,197.73	A/P	OUT-STD	12/18/2019
008558	12/18/2019 The Business Post	238.05	A/P	CLEARED	12/31/2019
008559	12/18/2019 Tulk Tire & Service Ltd.	2,292.91	A/P	CLEARED	12/31/2019
008560	12/18/2019 Wedgwood Cafe & Catering	3,362.89	A/P	CLEARED	12/31/2019
008561	12/18/2019 Receiver General of Canada	125.00	G/L	OUT-STD	12/18/2019

\*\* - Name on Check was modified

Eastern Regional Service Board

BNK2 - Bank of Montreal - EW

Cheques from 000001 to 008620 dated between 12-01-2019 and 12-31-2019

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CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
008562	12/18/2019	Butler, Gregory	31.50	A/R	OUT-STD	12/18/2019
008563	12/18/2019	Hindy, Paul	31.50	A/R	OUT-STD	12/18/2019
008564	12/18/2019	McDonald, Brian	31.50	A/R	OUT-STD	12/18/2019
008565	12/18/2019	Robbins, John	2,021.75	A/R	OUT-STD	12/18/2019
008566	12/18/2019	Sharpe, Andrew	31.50	A/R	CLEARED	12/31/2019
008567	12/18/2019	Walsh, Kenneth	19.23	A/R	OUT-STD	12/18/2019

<b>Cheque Totals Issued:</b>	<b>573,992.14</b>
<b>Void:</b>	<b>0.00</b>
<b>Total Cheques Generated:</b>	<b>573,992.14</b>
<b>Total # of Cheques Listed:</b>	<b>99</b>

# EASTERN REGIONAL SERVICE BOARD

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## PAYROLL EXPENSE

### NOVEMBER 2019

Payroll – Staff ( <i>2 pay periods – 29 employees</i> ).....	\$129,967.08
Payroll – Board ( <i>18 members</i> ) .....	<u>\$ 00,000.00</u>
Total Payroll ( <i>47 employees</i> ) .....	\$129,967.08
Payroll CRA Remittance .....	<u>\$35,653.78</u>
<b>TOTAL GROSS PAYROLL .....</b>	<b><u>\$165,620.86</u></b>

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### PREVIOUS MONTH

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### OCTOBER 2019

Payroll – Staff ( <i>2 pay periods – 29 employees</i> ).....	\$123,328.97
Payroll – Board ( <i>18 members</i> ) .....	<u>\$ 17,339.83</u>
Total Payroll ( <i>47 employees</i> ) .....	\$140,668.80
Payroll CRA Remittance .....	<u>\$ 39,042.89</u>
<b>TOTAL GROSS PAYROLL .....</b>	<b><u>\$179,711.69</u></b>

# EASTERN REGIONAL SERVICE BOARD

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## PAYROLL EXPENSE

### DECEMBER 2019

Payroll – Staff ( <i>2 pay periods – 29 employees</i> ).....	\$118,903.11
Payroll – Board ( <i>19 members</i> ) .....	<u>\$ 17,859.48</u>
Total Payroll ( <i>48 employees</i> ) .....	\$136,762.59
Payroll CRA Remittance .....	<u>\$33,330.27</u>
<b>TOTAL GROSS PAYROLL .....</b>	<b><u>\$170,092.86</u></b>

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### PREVIOUS MONTH

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### NOVEMBER 2019

Payroll – Staff ( <i>2 pay periods – 29 employees</i> ).....	\$129,967.08
Payroll – Board ( <i>18 members</i> ) .....	<u>\$ 00,000.00</u>
Total Payroll ( <i>47 employees</i> ) .....	\$129,967.08
Payroll CRA Remittance .....	<u>\$ 35,653.78</u>
<b>TOTAL GROSS PAYROLL .....</b>	<b><u>\$165,620.86</u></b>



**TOWNS PAYMENT ACTIVITY 2019 - As of December 19, 2019**  
*(Towns include all incorporated towns and those LSDs who pay collectively)*

CustCode	Town/Local Service District	Number of Units		Prior Year (Credit) Arrears	Total Invoiced	Payments Received	Balance	Amount Due by		Surplus (Arrears)
		Units	Number of Units x \$180.00					19-Dec	19-Dec	
TOWN503	Town of Arnold's Cove	535	\$96,300.00		\$96,300.00	\$ 96,300.00	\$0.00	\$ 96,300.00	0.00	0.00 PAD x 10
DALLE401	LSD of Mobile (E Dalley, Treasurer)	100	\$18,000.00		\$18,000.00	\$ 18,000.00	\$0.00	\$ 18,000.00	0.00	0.00
TOWN301	Town of Come by Chance	118	\$21,240.00		\$21,240.00	\$ 21,240.00	\$0.00	\$ 21,240.00	0.00	0.00
TOWN302	Town of Norman's Cove-Long Cove	333	\$59,940.00		\$59,940.00	\$ 59,940.00	\$0.00	\$ 59,940.00	0.00	0.00
TOWN303	Town of Chapel Arm	256	\$46,080.00		\$46,080.00	\$ 46,080.00	\$0.00	\$ 46,080.00	0.00	0.00
<b>TOWN304</b>	<b>Town of Southern Harbour</b>	<b>184</b>	<b>\$33,120.00</b>		<b>\$33,120.00</b>	<b>\$ 29,808.00</b>	<b>\$3,312.00</b>	<b>\$ 33,120.00</b>	<b>-3,312.00</b>	0.00 PAD x 10
TOWN305	Town of Sunnyside	205	\$36,900.00		\$36,900.00	\$ 36,900.00	\$0.00	\$ 36,900.00	0.00	0.00 PAD x 10
TOWN502	Town of Chance Cove	148	\$26,640.00		\$26,640.00	\$ 26,640.00	\$0.00	\$ 26,640.00	0.00	0.00 PAD x 10
<b>TOWN0401</b>	<b>Town of Aquaforte</b>	<b>71</b>	<b>\$12,600.00</b>		<b>\$12,823.65</b>	<b>\$ 6,390.00</b>	<b>\$6,433.65</b>	<b>\$ 12,823.65</b>	<b>-6,433.65</b>	Interest applied
TOWN0402	Town of Bay Bulls	545	\$98,100.00		\$98,100.00	\$ 98,100.00	\$0.00	\$ 98,100.00	0.00	0.00
TOWN0403	Town of Cape Broyle	277	\$49,860.00		\$49,860.00	\$ 49,860.00	\$0.00	\$ 49,860.00	0.00	0.00 PAD x 10
TOWN0404	Town of Fermeuse-Kingman's Cove	179	\$32,220.00	\$ (0.02)	\$32,219.98	\$ 32,220.00	-\$0.02	\$ 32,219.98	0.02	0.00
TOWN0405	Town of Ferryland	272	\$48,960.00		\$48,960.00	\$ 48,960.00	\$0.00	\$ 48,960.00	0.00	0.00
TOWN0407	Town of Renew's-Cappahayden	234	\$42,120.00		\$42,120.00	\$ 42,120.00	\$0.00	\$ 42,120.00	0.00	0.00
TOWN0408	Town of St. Shott's	50	\$9,000.00		\$9,000.00	\$ 9,000.00	\$0.00	\$ 9,000.00	0.00	0.00
TOWN0410	Town of Witless Bay	685	\$123,300.00		\$123,300.00	\$ 123,300.00	\$0.00	\$ 123,300.00	0.00	0.00
TOWN0411	Town of Portugal Cove South	92	\$16,560.00		\$16,560.00	\$ 16,560.00	\$0.00	\$ 16,560.00	0.00	0.00
TOWN0504	Town of Long Harbour-Mount Arlington Heights	196	\$35,280.00		\$35,280.00	\$ 35,280.00	\$0.00	\$ 35,280.00	0.00	0.00 PAD x 10
TOWN0505	Town of Fox Harbour	136	\$24,120.00	\$ (180.00)	\$23,940.00	\$ 23,940.00	\$0.00	\$ 23,940.00	0.00	0.00
TOWN0507	Town of St. Bride's	140	\$25,200.00		\$25,200.00	\$ 25,200.00	\$0.00	\$ 25,200.00	0.00	0.00
TOWN0508	Town of Point Lance	47	\$8,460.00		\$8,460.00	\$ 8,460.00	\$0.00	\$ 8,460.00	0.00	0.00 PAD x 4
TOWN0509	Town of Branch	161	\$28,980.00		\$28,980.00	\$ 28,980.00	\$0.00	\$ 28,980.00	0.00	0.00
TOWN0510	Town of Mount Carmel-Mitchell's Brook-St. Catherine's	299	\$53,820.00		\$53,820.00	\$ 53,820.00	\$0.00	\$ 53,820.00	0.00	0.00
TOWN0511	Town of St. Joseph's	107	\$19,260.00		\$19,260.00	\$ 19,260.00	\$0.00	\$ 19,260.00	0.00	0.00 PAD x 4
TOWN0512	Town of Admiral's Beach	82	\$14,760.00		\$14,760.00	\$ 14,760.00	\$0.00	\$ 14,760.00	0.00	0.00
TOWN0513	Town of Gaskiers-Point La Haye	144	\$25,920.00		\$25,920.00	\$ 25,920.00	\$0.00	\$ 25,920.00	0.00	0.00
TOWN0514	Town of Colinet	75	\$13,500.00		\$13,500.00	\$ 13,500.00	\$0.00	\$ 13,500.00	0.00	0.00 PAD x 10
TOWN0515	Town of Riverhead	116	\$20,880.00		\$20,880.00	\$ 20,880.00	\$0.00	\$ 20,880.00	0.00	0.00
TOWN0516	Town of St. Mary's	222	\$39,960.00		\$39,960.00	\$ 39,960.00	\$0.00	\$ 39,960.00	0.00	0.00
TOWN0517	Town of St. Vincent's-St. Stephen's-Peter's River	213	\$38,340.00		\$38,340.00	\$ 38,340.00	\$0.00	\$ 38,340.00	0.00	0.00 PAD x 10
TOWN0601	Town of Whiteaway	163	\$29,340.00		\$29,340.00	\$ 29,340.00	\$0.00	\$ 29,340.00	0.00	0.00
TOWN0602	Town of Heart's Delight-Islington	409	\$73,620.00		\$73,620.00	\$ 73,620.00	\$0.00	\$ 73,620.00	0.00	0.00
TOWN0603	Town of Heart's Desire	125	\$22,500.00		\$22,500.00	\$ 22,500.00	\$0.00	\$ 22,500.00	0.00	0.00
TOWN0801	Town of Old Perican	323	\$58,140.00		\$58,140.00	\$ 58,140.00	\$0.00	\$ 58,140.00	0.00	0.00
<b>TOWN0802</b>	<b>Town of Bay de Verde</b>	<b>221</b>	<b>\$39,780.00</b>		<b>\$39,780.00</b>	<b>\$ 31,824.00</b>	<b>\$7,956.00</b>	<b>\$ 39,780.00</b>	<b>-7,956.00</b>	0.00 (12 equal pymts)
TOWN0804	Town of New Perican	162	\$29,160.00		\$29,160.00	\$ 29,160.00	\$0.00	\$ 29,160.00	0.00	0.00 PAD x 10
TOWN0805	Town of Hart's Harbour	187	\$33,660.00		\$33,660.00	\$ 33,660.00	\$0.00	\$ 33,660.00	0.00	0.00
TOWN0806	Town of Heart's Content	239	\$43,020.00		\$43,020.00	\$ 43,020.00	\$0.00	\$ 43,020.00	0.00	0.00
TOWN0807	Town of Winterton	277	\$49,860.00		\$49,860.00	\$ 49,860.00	\$0.00	\$ 49,860.00	0.00	0.00
TOWN0808	Town of Clarenville	2870	\$517,094.05		\$517,094.05	\$ 517,094.05	\$0.00	\$ 517,094.05	0.00	0.00
TOWN0003	Town of Clarke's Beach	592	\$106,560.00		\$106,560.00	\$ 106,560.00	\$0.00	\$ 106,560.00	0.00	0.00
TOWN0809	Town of Wabana	1222	\$219,960.00		\$219,960.00	\$ 219,960.00	\$0.00	\$ 219,960.00	0.00	0.00 PAD x 10
<b>13012</b>		<b>2,342</b>	<b>2,342,114.05</b>	<b>-180.02</b>	<b>2,342,157.68</b>	<b>2,324,456.05</b>	<b>17,701.63</b>	<b>2,342,157.68</b>	<b>-17,701.63</b>	

**TOWNS ACTIVITY - INVOICED MONTHLY (Jan - Dec 2019)**

CustCode	Town/LSD	No. Properties	Prior Year Balance	Total Invoices 2019	Payments Received	Outstanding Balance	Surplus (Arrears)
TOWN0205	Town of Holyrood	1035	37,063.37	138,977.90	152,418.94	23,622.33	
TOWN0203	Town of Colliers	285	3,251.62	40,642.59	40,462.01	3,432.20	
LSD0F202	LSD of Marysvale	225	2,440.68	30,361.36	30,212.59	2,589.45	
LSD0F201	LSD of Georgetown	135	3,183.77	19,064.35	20,676.62	1,571.50	
TOWN0001	Town of Carbonear	2150	85,932.07	317,169.20	375,234.43	27,866.84	
		3830	131,871.51	546,215.40	619,004.59	59,082.32	

Only invoiced on Nov. 4, 2019

**2019 TOTAL ARREARS - INCORPORATED TOWNS \$ (17,701.63)**

PAD\* Set up for pre-authorized debit payments  
 SPAR\*\* Special Payment Arrangement in Place

**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	Incorporated Towns Payment Report – Town of Aquaforte
<b>MEETING DATE:</b>	2020-01-16
<b>TO:</b>	Board / <b>Finance &amp; Audit</b> / Strategy & Policy / Governance
<b>PREPARED BY:</b>	Craig Drover, Manager Corporate Services
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

Staff recommends that without payment by February 7, 2020 that waste services be suspended to the Town of Aquaforte effective February 10, 2020 onward.

**MOTION:**

BE IT RESOLVED that the ERSB Finance & Audit Committee recommends that the Board suspend waste collection services to the Town of Aquaforte effective February 10, 2020 without the payment of outstanding 2019 waste collection fees totaling \$6,977.05 by February 7, 2020.

**BACKGROUND/DISCUSSION:**

- Incorporated towns are invoiced in January of each year for the number of properties in the town multiplied by \$180 per property for waste management services. Towns may choose to settle the invoice with one payment, quarterly payments or ten equal payments. The Town of Aquaforte has disputed the number of units that they are responsible for paying waste collection fees for. The ERSB Chair and the Manager of Operations toured the Town in 2019 and confirmed the number of units.
- The Town of Aquaforte has been delinquent every month this year. The former CAO, Mr. Kelly, contacted the Town regarding their delinquency and was assured that payment would be forthcoming. In addition, several letters have been sent to the Town requesting payment.

- On June 10, 2019, Ms. Tucker, Acting CAO contacted Ms. Marina Pretty, Town Clerk for the Town of Aquaforte who said she would look into the matter. This has been the ongoing response. Ms. Tucker expressed that waste services may be suspended if payment is not forthcoming.
- The Town made one payment on June 25, 2019 for \$6,390 which is roughly half of the 2019 outstanding fees.
- Invoices for 2020 waste collection services will be delivered in January, 2020 and without payment of the 2019 fees the Town will owe \$19,033.65 in total to the ERSB.

DRAFT

# **THOSE WHO RESPONDED TO MOTION TO AWARD CONTRACT FOR WASTE COLLECTION FOR SMITH SOUND AND AREA FOR THE PERIOD OF FEBRUARY 1, 2020 TO APRIL 30, 2023**

**MOTION:** *“BE IT RESOLVED that ERSB award the contract for multi-stream waste collection, including recycling and bulk pick up for Smith Sound and Area to T2 Ventures Inc. in the amount of \$557,700 plus HST for the period of February 1, 2020 to April 30, 2023.”*

(Motion sent by e-mail to the Board of Directors on Monday, December 16, 2019)

## **IN FAVOUR**

(Alphabetical order)

Maggie Burton  
Glenn Clarke  
Wally Collins  
Ian Froude  
Sandy Hickman  
Dave Lane  
Kevin McDonald  
Harold Mallowney  
Sheilagh O’Leary  
Gerald Snook  
Deanne Stapleton  
Lucy Stoyles  
Gerard Tilley  
Sam Whalen  
Sterling Willis

## **AGAINST**

(Alphabetical order)

None

## **NO RESPONSE**

(Alphabetical order)

Bill Bailey  
Danny Breen  
Hope Jamieson  
Jamie Korab  
Peggy Roche

**From:** [Lynn Tucker](#)  
**To:** [Bill Bailey](#); [Danny Breen](#); [Dave Lane](#); [Deanne Stapleton](#); [Gerald Snook](#); [Gerard Tilley](#); [Glenn Clarke](#); [Harold Muldowney](#); [Hope Jamieson](#); [Ian Froude](#); [Jamie Korab](#); [Kevin McDonald](#); [Lucy Stoyles](#); [Maggie Burton](#); [Peggy Roche \(Small Metro\)](#); [Sam Whalen](#); [Sandy Hickman](#); [Sheilagh O'Leary](#); [Sterling Willis \(Paradise\)](#); [Wally Collins](#)  
**Cc:** [Holly Coles](#)  
**Subject:** RESPONSE REQUIRED: MOTION BY EMAIL - AWARD CONTRACT FOR MULTI-STREAM WASTE COLLECTION FOR SMITH SOUND AND AREA  
**Date:** Monday, December 16, 2019 4:58:35 PM  
**Attachments:** [Untitled\\_12162019\\_034937.pdf](#)  
**Importance:** High

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Good Afternoon,

As you may recall, at the last Board meeting it was communicated that we would go to tender to provide the Smith Sound and Area waste collection services for 39 months beginning February 1, 2020. This occurred as the Town of Clarendville withdrew from the regional contract. Our Manager Waste Operations, Christie Dean, has provided the background information below.

**To ensure timely award of this contract, would you please respond to this motion by email by 4:30 p.m. on Thursday, December 19<sup>th</sup>. This motion will be ratified at the January 29, 2020 Board meeting. You may respond to this email or to the Board's Clerk, Holly Coles, at [hcoles@ersbnl.ca](mailto:hcoles@ersbnl.ca).**

**MOTION: "BE IT RESOLVED that ERSB award the contract for multi-stream waste collection, including recycling and bulk pick up for Smith Sound and Area to T2 Ventures Inc. in the amount of \$557,700.00 plus HST for the period of February 1, 2020 to April 30, 2023."**

#### **Background**

Multi-stream waste collection, including recycling and bulk pick up in the Smith Sound and Area will commence on February 1, 2020 for 39 months.

The Tender for the Smith Sound and Area service is for 1,498 properties for the next 39 months closed on Monday December 16, 2019 at 3:30 pm.

Three potential bidders picked up a tender package. There were three bids received.

The individual cost of the two bids are as follows:

1. Around The Bay Disposal Inc. - \$655,744.05 (Including HST)
2. **T2 Ventures Inc. - \$641,355.00 (Including HST)**
3. Vardy Villa Limited - \$656,514.30 (Including HST)

- The lowest bidder, T2 Ventures Inc., represents a cost of \$114.55 per household per year plus HST.

- Please note that the per household bid results for 2015 in the area which included the Towns of Clareville and George's Brook-Milton was for \$76.33 plus HST. This seems like a significant increase; however, the recent Tender results for the Town of Clareville was for \$119.39 plus HST per household so it would appear to be the current market pricing for the region. Also note that the three bids received were very close – only \$2.70 plus HST per household variance.

**Recommendation**

It is recommended that the contract for multi-stream waste collection, including recycling and bulk pick up for Smith Sound and Area be awarded to T2 Ventures Inc. at a cost of \$557,700.00 plus HST for the period of February 1, 2020 to April 30, 2023.

For your review and response by 4:30 p.m. on Thursday, December 19<sup>th</sup>.

Respectfully yours,

Lynn Tucker

*Chief Administrative Officer*

Eastern Regional Service Board

255 Majors Path, Suite 3

St. John's, NL A1A 0L5

Tel: 709-579-7960

[www.easternregionalserviceboard.com](http://www.easternregionalserviceboard.com)

**Eastern Waste Management  
REQUEST FOR QUOTES**

**Smith Sound & Area Multi Stream Waste Collection**

**Closing Date and Time:** Monday, December 16, 2019 at 3:30 NST

**Tender Description:** Smith Sound & Area Multi Stream Waste Collection 39 months

**Project Number:**

Name	Base Bid	HST	Tender Total
TR Ventures Inc.	557,700.00	83,655.00	641,355.00
Around The Bay Disposal Corp.	569,980.04	85,497.00	655,477.04
Vardy Villa Limited	570,882.00	85,632.30	656,514.30

  
Christie Dean  
Manager Waste Operations  
Eastern Regional Service Board

  
Eastern Regional Service Board  
Witness

**LYNN TUCKER**  
A Commissioner for Oaths in and for  
the Province of Newfoundland and Labrador.  
My commission expires on December 31, 2023.



**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	Conception Bay Center Contract
<b>MEETING DATE:</b>	2020-01-16
<b>TO:</b>	Board / <b>Finance &amp; Audit</b> / Strategy & Policy / Governance
<b>PREPARED BY:</b>	Christie Dean, Manager Waste Operations
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

Staff recommends that the option for contract extension be exercised for one year from July 1, 2020 to June 30, 2021. For service beginning July 1, 2021 the Board will issue a tender for this area for multi-stream waste collection and transportation services including regular weekly waste collection, bi-weekly recyclables collection, and two annual curbside bulk waste collections.

**MOTION:**

BE IT RESOLVED that the ERSB Finance & Audit Committee recommend that the Board issue a one-year extension for waste collection services for the Conception Bay Center Contract area beginning July 1, 2020.

**BACKGROUND/DISCUSSION:**

- The 36-month waste collection contract for the Conception Bay Center Contract area expires on June 30, 2020.
- The contract provided for two possible one-year extensions; and to date, none of the possible extensions has been exercised.
- The current contracted annual unit cost is \$86.88 with HST.
- The Board has been striving to ensure all service areas receive the same level of service including two curbside bulk waste collections annually.

**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	Continued Implementation of Minister’s Directives
<b>MEETING DATE:</b>	2020-01-14
<b>TO:</b>	Board / Finance & Audit / <b>Strategy &amp; Policy</b> / Governance
<b>PREPARED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

- No recommended action – for information only.

**MOTION:**

*No motion required*

**BACKGROUND/DISCUSSION:**

- ERSB received ministerial directives on February 7, February 27, and March 7, 2019;
- ERSB worked with the Department Municipal Affairs and Environment (MAE) to develop an implementation plan for the ministerial directives;
- The plan adopted by ERSB and approved by MAE outlined the un-serviced roads in unincorporated areas where waste services would be withdrawn effective midnight, December 31, 2019.
- For member’s information, the following changes/additions have been made to the plan as new information becomes available from MAE and the Department of Transportation and Works:
  - Brigus Junction: All side roads except for the portion of road serviced by government (please refer to the map on page 4. The roads shown in red are serviced and, therefore, will continue to receive waste collection services).
  - Flat Rock Road (between Freshwater and Salmon Cove)
  - Grassy Point Road (off Fair Haven Road)
  - Gull Pond Road (beyond the Town of Witless Bay limits)
  - All side roads off Hodgewater Line
  - All side roads off Route 73 – New Harbour Barrens Road

- Old Track Road
- Denny's Pond Road, and
- Unnamed road running along Gull Pond
- Lamanche and all side roads – are not included in this plan as roads are serviced by government.
- For member's information we continue to work with MAE to identify un-serviced roads in unincorporated areas and/or to confirm those roads in receipt of service from government.

**ATTACHMENTS:**

- Revised Plan for Implementation of Minister's Directives.

DRAFT

# PLAN FOR IMPLEMENTATION OF MINISTER'S DIRECTIVES



1. **Effective midnight, December 31, 2019 the Board will withdraw services from the following areas having un-serviced roads in unincorporated areas;**
  - a) Brigus Junction and all side roads **except for 1.6 km portion of road serviced by government\* (Please refer to the map on page 4. The roads shown in red are serviced, and therefore, will continue to receive waste collection services).**
  - b) Cape Pond Road and all side roads
  - c) **Flat Rock Road (between Freshwater and Salmon Cove)\***
  - d) Glen's Cove
  - e) Goulds Big Pond and Old Man's Pond and all side roads
  - f) Goulds Pond and all side roads
  - g) **Grassy Point Road (off Fair Haven Road)\***
  - h) Hell Hill Pond and all side roads
  - i) **All side roads off Hodgewater Line\***
  - j) Horse Chops and all side roads
  - k) **Island View Road (off Route 91)\***
  - l) Line Road and Gunner's Road and all side roads (Carbonear area)
  - m) Mahers and all side roads
  - n) Middle Gull Pond and all side roads
  - o) Mobile First Pond and all side roads
  - p) Ocean Pond, Hodgewater Pond and Leahy's Road and all side roads
  - q) Old Prison Camp Road and all side roads (off Salmonier Line)
  - r) Peak Pond and Reid's Pond and all side roads
  - s) Placentia Junction and all side roads
  - t) **All side roads off Route 73 - New Harbour Barrens Road\***
    - i. **Old Track Road;**
    - ii. **Denny's Pond Road; and,**
    - iii. **Unnamed Road running along Gull Pond**
  - u) All side roads off Salmonier Line (excluding the LSD of Deer Park/Vineland Road):
    - i. Burry Heights Road (and all side roads)
    - ii. Way Points Wilderness Road
    - iii. Little Bull Pond Road (and all side roads)
    - iv. Bermuda Lake Road
    - v. Gilles Road
    - vi. Fern Hill Lane
    - vii. George Street West
    - viii. Fraser's Loop
    - ix. Governor's Park Road (and all side roads)
    - x. The Wild's Road (and all side roads)
    - xi. Penny Lane
    - xii. Hootersville Estate Road
    - xiii. Mill Lane
    - xiv. Pioneer Place
    - xv. Tobin's Pond Road

- xvi. Belbin's Mill Pond Road (and all side roads)
- xvii. Jimmy's Run (and all side roads)
- xviii. Hender's Brook Road
- xix. Unmarked Road off Salmonier Line (located on right hand side located 0.3 km before Deer Park Road and 5.8 km from Vineland Road)
- v) Spread Eagle and all side roads
- w) Witless Bay Line including Old Witless Bay Line and all side roads

If additional un-serviced roads in unincorporated areas are identified, the Eastern Regional Service Board will review them with the Department Municipal Affairs and Environment to determine if they should remain in service.

***\*Denotes areas added following initial plan as outlined in above paragraph.***

**PLEASE NOTE FOLLOWING CHANGES:**

- a) **Lamanche and all side roads** – *this area had been included as an un-serviced road; however, this area is in receipt of services and, therefore, waste collection will NOT be withdrawn at year end.*
- b) **Brigus Junction and all side roads except for 1.6 km portion serviced by government** – This area had been included as an un-serviced area; however, as per the map on page 4 of this document, **the roads shown in red on the map are in receipt of services**, and therefore, waste collection will NOT be withdrawn at year end from those roads.
- c) **Gull Pond Road (beyond Town of Witless Bay limits)** – this area is not in receipt of service; however, 78% of residents voted to reinstate waste collection services.
- d) **English Hill Extension including Old Highway and Gadden's Marsh Road (Carbonear Area)** – *this area had been included as an un-serviced road; however, this area is in receipt of services and, therefore, waste collection will NOT be withdrawn at year end.*

**2. Reinstatement/Continuation of Service(s):**

The Board would provide services to any area noted above if 70 percent of the property owners identified in that area provides a request/response to have service(s) provided and/or continued.

If 70 percent of the identified property owners in any one area requests the service, the Board would provide the service to all property owners in the area and all property owners in the area shall pay for the service(s).

**3. Fees Collection**

For the areas listed in number one above, no further invoice for waste management services will be issued effective January 1, 2020.

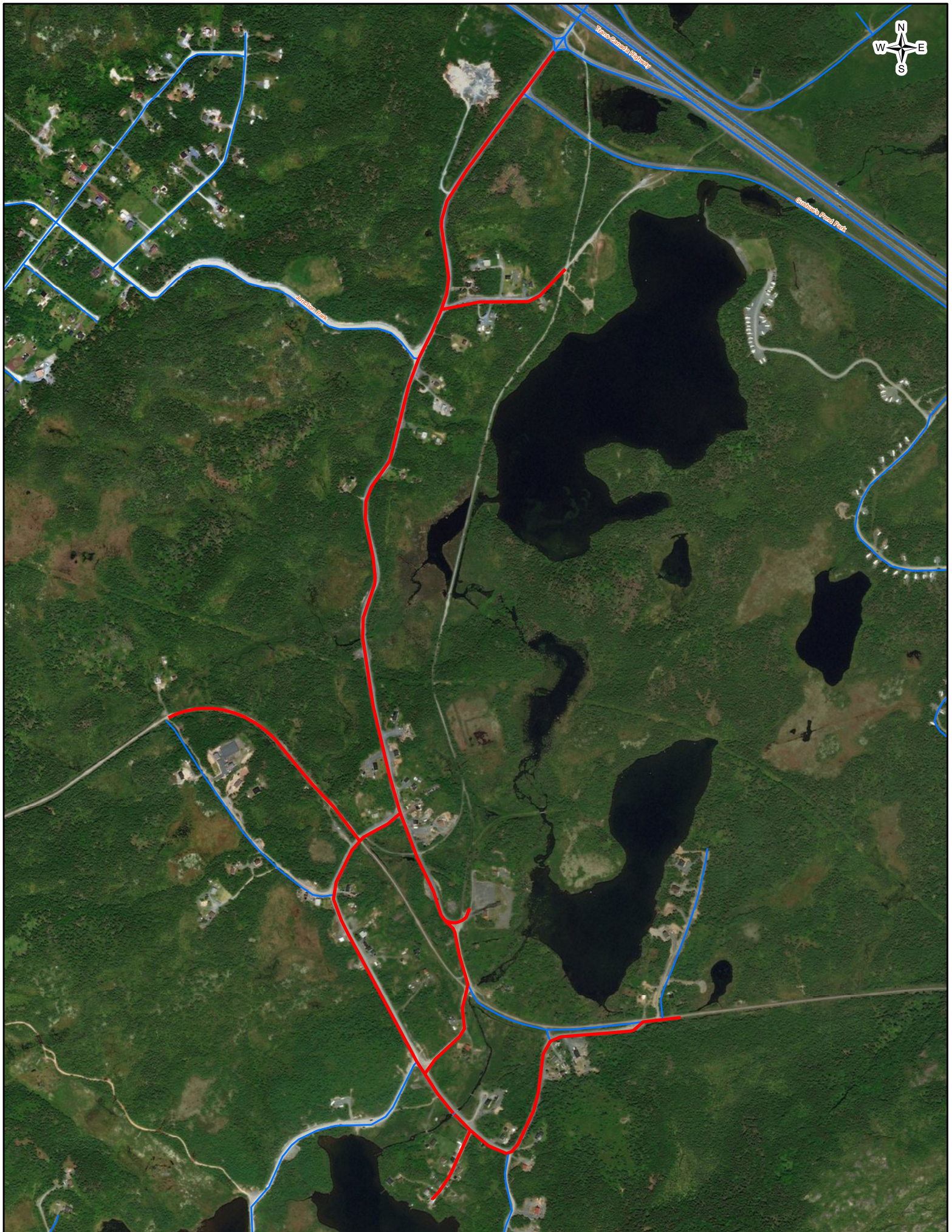
The Board will not proceed to Small Claims Court to collect from those customers whose outstanding balance includes only 2019 fees and interest. For those customers the Board would set aside the 2019 accrued interest with payment in full of the 2019 fees.

However, those customers with an outstanding balance prior to January 1, 2019 are responsible to settle all outstanding fees and interest for services including 2019.

#### **4. First Invoice for Newly Identified Property Owners**

For newly identified customers the first invoice will begin at January 1, 2017 if service was available before that date or from the date of service implementation if later than January 1, 2017.





Sims County Highway

Crawford Road

Crawford Road



EASTERN REGIONAL SERVICE BOARD

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	Continuation of Fire and Emergency Services
<b>MEETING DATE:</b>	2020-01-14
<b>TO:</b>	Board / Finance & Audit / <b>Strategy &amp; Policy</b> / Governance
<b>PREPARED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

- No recommended action – for information only.

**MOTION:**

*No motion required*

**BACKGROUND/DISCUSSION:**

- Section 19 of the *Regional Service Boards Act, 2012*, provides ERSB powers regarding the provision of regional fire protection services.
- ERSB entered into an agreement with the Town of Holyrood to provide fire and emergency services to the neighbouring unincorporated areas including Salmonier Line, Middle Gull Pond, South West Pond, The Wilds, Belbin Mill Pond, and Old Prison Camp area for 36 months beginning January 2017.
- This agreement to collect fire and emergency fees for the Town of Holyrood ended effective December 31, 2019.
- The Town of Holyrood requested that ERSB continue with the agreement and collection of fees for 2020 onward.
- The CAO has worked with the Town of Holyrood to develop an agreement for 2020 and this was completed in early December 2019.
- The fire and emergency services agreement had to be changed as a result of the ministerial directives and subsequent implementation plan.
- ERSB collected fire and emergency fees for the Town in the unincorporated areas outlined above as ERSB was providing waste services to all these areas as well. The fire and emergency fee was simply added to the customer's invoice for those areas.
- The Town of Holyrood outlined their fee for service at \$45 per property. For the initial agreement, ERSB added an administrative fee of \$5 per property; however,



because ERSB will not be sending waste invoices to the un-serviced roads in unincorporated areas, the administrative fee was adjusted to \$15 per property. The fire and emergency service fee for these areas for 2020 is \$60 per property.

- In the initial agreement, the Town of Holyrood would invoice ERSB in January each year for the full amount of the annual fees (i.e. 451 properties x \$45 = \$20,295) and ERSB would collect the fees throughout the year.
- The changes for the 2020 agreement are as follows:
  - Only fees collected will be remitted quarterly to the Town of Holyrood; and,
  - ERSB and the Town will re-assess the fire and emergency services agreement in the fall of 2020 to ensure that this arrangement is working for both parties.
- The provision of fire and emergency services with the Town of Holyrood may have to be modified and/or discontinued based on the financial collection experience in 2020.

#### **Additional Requests for Fire and Emergency Services:**

- For member's information, the following towns have requested that ERSB assist with the collection of fire and emergency service fees from neighbouring local service districts and/or unincorporated areas:
  - **Town of Carbonear** – The Town has requested that ERSB collect from the adjacent areas i.e. Line Road, Gunner's Road, English Hill Extension, Gadden's Marsh Road, Old Highway area, etc. This area is similar to the situation with Holyrood in that the areas identified for collection of fire and emergency service fees are being removed from our waste collection service. Therefore, ERSB could provide the service; however, administrative costs would be higher.
  - **Town of St. Joseph's** – The Town has requested that ERSB collect fees from the adjacent Local Service Districts of O'Donnell's, Forest Field and New Bridge. As the Board continues to provide waste services to all these communities we do not foresee an issue with this request.
  - **Town of Wabana** – The Town has requested that ERSB collect fees from the adjacent local service district and unincorporated areas of Bell Island. As the Board continues to provide waste services to all of Bell Island we do not foresee an issue with this request.
- Letters were sent to the Minister MAE on December 12, 2019 regarding the above requests and we await response.

#### **ATTACHMENTS:**

- No attachment(s).

EASTERN REGIONAL SERVICE BOARD (ERSB)

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	<b>OLD CORRUGATED CARDBOARD (OCC) DISPOSAL RATE CHANGE</b>
<b>MEETING DATE:</b>	2020-01-14
<b>TO:</b>	Board / Finance & Audit / <b>Strategy &amp; Policy</b> / Governance
<b>PREPARED BY:</b>	Christie Dean, Manager Waste Operations
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

Staff recommends that a 30-day notice of rate change be established with Scotia Recycling (similar to other vendors), and that a trial load of OCC be sent to Central Newfoundland Waste Management to confirm viability of using their facility on a go forward basis.

**MOTION:**

*BE IT RESOLVED that the Strategy & Policy Committee recommends that the ERSB requests a 30-day notice be established for any rate changes with Scotia Recycling at the regional landfill and that one load of OCC be sent to Central Newfoundland Waste Management as a trial run to ensure viability of using the facility in future.*

**BACKGROUND/DISCUSSION:**

- In August 2019, the ERSB received its first notice of costs associated with disposal of OCC (old corrugated cardboard) at the Scotia Recycling facility located at Robin Hood Bay (RHB) in the form of an invoice for materials delivered in July 2019. The disposal cost was billed at \$50.00 per metric tonne. We did not receive any notice of rate implementation/change for this item until receipt of the invoice.
- On January 2, 2020, the ERSB received an invoice for OCC disposal for November 2019 when the disposal rate was billed at \$65.00 per metric tonne. Again, we had not received any notice of rate change.
- In both instances, the retroactive notification posed/poses financial burden to the ERSB as the ERSB has no way to recover these costs. Without advance notice of

rate changes, the ERSB is unable to pass along the increased costs to our customers.

- When Scotia Recycling was asked why ERSB had not been notified of the rate change, they responded that the letter informing customers of the rate change was provided to the driver's disposing of OCC at RHB. This is an inappropriate way to inform customers of rate changes.
- Any communications that the ERSB has received to date does not outline the rate changes or the dates that the rate changes took place.
- Scotia Recycling sends monthly invoices to ERSB's office for payment. The CAO contacted Scotia Recycling on several occasions to request any future correspondence and/or letters of rate change be sent directly ERSB similar to the invoice. As of January 9, 2020, we are still awaiting a copy of the rate change letter from November 2019.
- The ERSB provides a minimum 30-day notice to clients of any rate changes. This is standard business practice.
- Staff investigated other options for OCC recycling and determined that Central Newfoundland Waste Management can accept the material for \$30.00 per metric tonne.
- The Norris Arm facility is 20 km further away from the Clarenville Transfer Station than Scotia Recycling which equates to an additional transport fee of \$2.17.
- The ERSB is currently delivering OCC to Scotia Recycling at a cost to clients of \$85.00 per metric tonne which is very close to the amount charged to dispose of regular waste. By delivering the material to Central Newfoundland Waste Management the cost would be \$50.00 per metric tonne. If we add the additional transportation costs it equates to \$52.17 per metric tonne. This is a reduction of \$32.83 per metric tonne for OCC disposal.
- The reduced rate would be the most cost effective way. In addition, it continues to promote recycling of OCC in the business community in the Clarenville area. The ERSB has enforced a landfill ban of OCC since 2016 at its transfer station while maintaining an environmentally sound method of recycling the OCC material.



Tel: 709-579-7466  
Fax: 709- 579-1255

55 Elizabeth Ave.  
St. John's, NL  
A1A 1W9

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Attn Haulers:

Starting November 2019 cardboard will be \$65/ ton to recycle.

Please fill in the company name and address of whom to send the invoice too. Payment will need to be received each 30 days. Thank you

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Mail address: \_\_\_\_\_

\_\_\_\_\_

Signature of Driver Delivery

Cardboard \_\_\_\_\_

Regards,

Tammy Gulliver, CPA  
Controller/Operations Manager

EASTERN REGIONAL SERVICE BOARD (ERSB)

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	<b>SMITH SOUND AND AREA – ADDITIONAL WASTE COLLECTION</b>
<b>MEETING DATE:</b>	2020-01-14
<b>TO:</b>	Board / Finance & Audit / <b>Strategy &amp; Policy</b> / Governance
<b>PREPARED BY:</b>	Christie Dean, Manager Waste Operations
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

It is recommended that an extra waste collection event for the Smith Sound and Area be completed where all waste remaining curbside will be collected with no regard to the bag limit for that week.

**MOTION:**

BE IT RESOLVED that the ERSB provide an additional waste collection event for Smith Sound and Area to be provided by Around the Bay Disposal on January 20-21, 2020 at the cost of \$3,500.00 plus HST.

**BACKGROUND/DISCUSSION:**

There have been complaints from residents and Members of the House of Assembly in the Smith Sound and Area regarding waste collection for the last two weeks of December and early January. This seems to be result of the contractor changing at the end of December.

The former contractor used a vehicle without AVL technology to collect waste during the last two weeks of December. This is not permissible for the Board's contracts. However, because the vehicle did not have AVL technology we have no way to ensure that waste was collected in accordance with the contract.

Because we are hearing from property owners throughout the area that not all waste was collected and/or no waste was collected, there is now additional uncollected waste at each property.

The new contractor has begun collections but is collecting only the bag limit as per the contract.

The residents of the area do not have any option to dispose of the uncollected waste except to bring it to the regional landfill located at Robin Hood Bay; therefore, staff is proposing that the current contractor be asked to complete a waste collection where all waste remaining in the customer's garbage boxes would be collected with no regard to the bag limit for that week. The expected additional costs to the Board would be approximately \$5,000 plus HST to have this work completed.