



BOARD OF DIRECTORS MEETING

MINUTES

Meeting #67

Wednesday, March 27, 2019, 7:00 p.m.

Holiday Inn Express

Holiday Inn Express, 5 Navigator Ave, St. John's, NL

In Attendance: Councillor Bill Bailey
Mayor Danny Breen
Councillor Maggie Burton
Councillor Glenn Clarke
Councillor Wally Collins
Councillor Sandy Hickman
Councillor Jamie Korab
Councillor Dave Lane
Councillor Kevin McDonald
Mayor Harold Mallowney
Councillor Peggy Roche
Councillor Deanna Stapleton
Councillor Lucy Stoyles
Councillor Gerard Tilley
Deputy Mayor Sam Whalen
Councillor Sterling Willis

Regrets: Councillor Ian Froude
Councillor Hope Jamieson
Deputy Mayor Sheilagh O'Leary

Other Attendees: Mr. Ken Kelly
Ms. Lynn Tucker
Mr. Bradley Power
Ms. Christie Dean

1. Call to Order

Mr. Muldowney called the meeting to order at 7:00 p.m.

2. Adoption of Agenda

MOTION 2019-015

Moved By Ms. Roche

Seconded By Ms. Stoyles

BE IT RESOLVED that the Agenda be adopted as tabled.

Carried Unanimously

3. Review of Minutes

The Minutes from the previous Board of Directors meeting were presented for ratification.

The Minutes were previously approved via email on Thursday, February 28, 2019. The electronic vote report was tabled for the information of the Board

MOTION 2019-016

Moved By Mr. Whalen

Seconded By Mr. McDonald

BE IT RESOLVED that the Minutes of the meeting of Wednesday, February 28, 2019 meeting be adopted as tabled.

Carried Unanimously

4. Committee Reports

a. Finance & Audit Committee

Mr. Hickman presented the ERSB Finance and Audit Committee Report.

1. Board Expenditures

The Board Expenditures from the month of February 2019 were tabled for review and approval.

It was recommended by the ERSB Finance and Audit Committee that the Board approve the Board Expenditures as tabled.

Ms. Stapleton joined the meeting at 7:05 pm.

MOTION 2019-017

Moved By Mr. Hickman

Seconded By Mr. Willis

BE IT RESOLVED that the Board Expenditures for the month of February 2019 be adopted as tabled.

Carried Unanimously

2. 2018 Budget Variance Report

The 2018 ERSB Budget Variance Report was presented for information purposes.

There were no questions or concerns raised by members present.

3. Refund Report for 2019 Cabin Fees on Un-Serviced Roads

The Refund Report for 2019 Cabin Fees on Un-Serviced Roads was tabled for information purposes.

There were no questions or concerns raised by members present.

4. Household Hazardous Waste Tender Award for Clarendville and Avalon Peninsula 2019

A briefing note regarding the results of a Tender for household hazardous waste (HHW) transportation and disposal services for 2019 was tabled for information purposes.

It was recommended by the ERSB Finance and Audit Committee that the Board award the Tender for household hazardous waste (HHW) transportation and disposal services for 2019 to Revolution Environmental Solutions LP (Terrapure Environmental) for \$68,770.00, including HST.

There were no questions or concerns raised by members present.

MOTION 2019-018

Moved By Mr. Hickman

Seconded By Mr. Tilley

BE IT RESOLVED that the Board award the Tender for household hazardous waste (HHW) transportation and disposal services for 2019 to Revolution Environmental Solutions LP (Terrapure Environmental) for \$68,770.00, including HST.

Carried Unanimously

b. Strategy & Policy Committee

Mr. Whalen presented the ERSB Strategy and Policy Committee Report.

1. 2018 Waste Operations Report

The 2018 Waste Operations Report was tabled for information purposes.

Mr. Kelly and Ms. Dean provided a brief overview.

There were no questions or concerns raised by members present.

2. Location of Bell Island Waste Recovery Facility

A briefing note and two consultants reports regarding a new Waste Recovery Facility on Bell Island were presented for review and approval.

Mr. Kelly provided an overview of the reports. A short discussion took place.

Board members agreed with the recommendation to close the current Wabana Landfill.

However, Board members noted various concerns with the locations for the new WRF presented in the report. In particular, the proposed sites would be prone to high winds and flying debris. One of the sites is within a watershed area. All sites would require fencing and additional security. And finally, they all have a close proximity to the ocean, which could become an issue.

It was recommended by the ERSB Strategy and Policy Committee that the Board approve the closure and remediation of the former Wabana Landfill site, but the Committee recommend that the ERSB reject the locations proposed by the consultant for the new Waste Recovery Facility.

MOTION 2019-019

Moved By Mr. Whalen

Seconded By Mr. Willis

BE IT RESOLVED that the ERSB approve the closure and remediation of the former Wabana Landfill Site.

Carried Unanimously

MOTION 2019-020

Moved By Ms. Roche

Seconded By Mr. Hickman

BE IT RESOLVED that the ERSB reject the locations proposed by the consultant for the new Bell Island Waste Recovery Facility.

Carried Unanimously

3. 2018-2022 Corporate Strategic Plan

The draft 2018-2022 ERSB Corporate Strategic Plan was tabled for review and approval.

Mr. Kelly provided a brief overview of the plan's contents.

It was recommended by the ERSB Strategy and Policy Committee that the Board approve the draft 2018-2022 ERSB Corporate Strategic Plan as tabled.

MOTION 2019-021

Moved By Mr. Whalen

Seconded By Mr. Collins

BE IT RESOLVED that the Board approve the draft 2018-2022 ERSB Corporate Strategic Plan as tabled.

Carried Unanimously

c. Governance Committee

There was no report from the ERSB Governance Committee.

5. Correspondence

a. Second Directive from Minister Letto re: Waste Collection Services and ERSB Response

A letter from the Hon. Graham Letto, Minister of Municipal Affairs and Environment, was tabled for information only. The letter provided a second directive to the ERSB in relation to waste collection services.

The response to Minister Letto's letter, sent by former Chairperson Ed Grant, was also tabled for information.

A short discussion took place.

Mr. Muldowney and other ERSB representatives will meet with Minister Letto soon to discuss the directive and begin planning for its implementation.

b. Resignation of Mr. Ed Grant as Chairperson

A letter of resignation from Mr. Ed Grant was tabled for information only.

MOTION 2019-022
Moved By Mr. Hickman
Seconded By Ms. Roche

BE IT RESOLVED that the Board thank Mr. Ed Grant for his many years of service to the Eastern Regional Service Board.

Carried Unanimously

6. New Business

a. Appointment of Chairperson

Mayor Harold Muldowney was elected Chairperson of the Board of Directors of the Eastern Regional Service Board via email on Wednesday, March 21, 2019. An electronic vote report was tabled. The appointment requires ratification from the Board.

The Provincial Government recently amended the Regional Service Board Act to allow for the appointment of the Chair to be done by the Independent Appointments Commission. This new law will come into effect in the near future, once the Bill receives Royal Assent.

MOTION 2019-023
Moved By Ms. Roche
Seconded By Mr. Clarke

BE IT RESOLVED that Harold Muldowney be appointed as Chairperson of the Eastern Regional Service Board.

Carried Unanimously

b. Election of Vice Chairperson

Mr. Muldowney called for nominations for the position of Vice Chairperson of the Eastern Regional Service Board.

Mayor Breen was nominated by Mr. Glenn Clarke, and seconded by Mr. Sandy Hickman. Mayor Breen accepted the nomination.

The Chair called twice more for nominations. There were no other nominees.

MOTION 2019-024

Moved By Mr. Clarke

Seconded By Mr. Hickman

BE IT RESOLVED that Mayor Danny Breen be appointed as Vice Chairperson of the Eastern Regional Service Board.

Carried Unanimously

7. In Camera Session

There was no in camera session.

8. Upcoming Meetings

The following meeting dates were presented for the information of the Board:

- Finance & Audit Committee – Tuesday, April 9, 2019 at 12:30 p.m.
- Strategy & Policy Committee –Thursday, April 11, 2019 at 10:30 a.m.
- Governance Committee – Wednesday, April 17, 2019 at 11:30 a.m.
- Board of Directors – Wednesday, May 1, 2019 at 7:00 p.m.

The meeting dates are subject to change.

9. Adjournment

MOTION 2019-025

Moved By Mr. McDonald

Seconded By Mr. Tilley

Seeing no further business to be discussed, BE IT RESOLVED that the meeting adjourn at 8:00 p.m.

Carried Unanimously

THOSE WHO RESPONDED TO MOTION TO ADOPT THE MINUTES FROM THE BOARD OF DIRECTORS MEETING OF WEDNESDAY, FEBRUARY 27, 2019

MOTION: *“BE IT RESOLVED that the Minutes from the Board of Directors meeting of February 27, 2019 be adopted as presented.”*

(Motion sent by e-mail to the Board of Directors on Thursday, February 28, 2019)

IN FAVOUR

(Alphabetical order)

Bill Bailey
Danny Breen
Glenn Clarke
Ian Froude
Ed Grant
Sandy Hickman
Hope Jamieson
Jamie Korab
Kevin McDonald
Harold Mallowney
Sheilagh O’Leary
Peggy Roche
Deanne Stapleton
Sam Whalen
Hilda Whelan
Sterling Willis

AGAINST

(Alphabetical order)

None

NO RESPONSE

(Alphabetical order)

Maggie Burton
Wally Collins
Dave Lane
Lucy Stoyles
Gerard Tilley

Officiated by: Bradley Power, Board Clerk

Date: Thursday, February 28, 2019 at 12:00 p.m.

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	2018 Budget Variance Report
MEETING DATE:	Friday, March 8, 2019
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Lynn Tucker, Manager Corporate Services
REVIEWED BY:	Ken T. Kelly, Chief Administrative Officer
APPROVED BY:	Ken T. Kelly, Chief Administrative Officer

RECOMMENDED ACTION:

This report is for information purposes only.

MOTION:

BE IT RESOLVED that

BACKGROUND/DISCUSSION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

"2018 Budget Consumed Report 2018 Q4 YEAR END.pdf"

EASTERN REGIONAL SERVICE BOARD

2018 BUDGET

EXPENDITURES						
Salaries	2018 Budget	Q1 Actual	Q2 Actual	Q3 Actual	Q4 Actual	Budget Consumed
Chair/Board Member Remuneration	\$ 100,000.00	\$ 29,865.85	\$ 54,710.07	\$ 54,710.07	\$ 96,469.42	96.5%
Salaries (Corporate Administration)	\$ 536,537.23	\$ 146,806.20	\$ 295,476.01	\$ 426,034.15	\$ 563,659.56	105.1%
Salaries (Regional Waste Operations)	\$ 854,088.90	\$ 234,765.08	\$ 475,392.62	\$ 680,365.36	\$ 775,373.75	90.8%
Salaries (Internal Curbside Collections)	\$ 404,112.92	\$ 99,811.47	\$ 181,882.77	\$ 250,208.81	\$ 425,213.25	105.2%
Salaries (Water)	\$ 55,000.00	\$ 13,461.56	\$ 27,115.43	\$ 38,726.03	\$ 50,264.51	91.4%
Sub-total	\$ 1,949,739.05	\$ 524,710.16	\$ 1,034,576.90	\$ 1,450,044.42	\$ 1,910,980.49	98.0%
Benefits						
Employment Insurance	\$ 30,150.75	\$ 12,156.75	\$ 23,321.36	\$ 30,371.42	\$ 34,926.73	115.8%
CPP	\$ 96,512.08	\$ 24,347.87	\$ 46,737.70	\$ 61,236.10	\$ 72,121.71	74.7%
WHSCC	\$ 50,000.00	\$ 56,234.07	\$ 68,550.92	\$ 77,407.97	\$ 81,851.40	163.7%
Health & Life Benefits	\$ 27,361.08	\$ 7,395.95	\$ 15,006.27	\$ 21,996.12	\$ 28,814.54	105.3%
RRSP	\$ 125,631.73	\$ 28,260.46	\$ 57,289.14	\$ 81,888.62	\$ 109,434.03	87.1%
Other					\$ -	
Sub-total	\$ 329,655.64	\$ 128,395.10	\$ 210,905.39	\$ 272,900.23	\$ 327,148.41	99.2%
Transportation & Communications						
Board/Committee Local Travel & Meetings (mileage & expenses)	\$ 45,000.00	\$ 7,787.17	\$ 15,504.16	\$ 21,507.00	\$ 20,304.66	45.1%
Telephone	\$ 40,000.00	\$ 7,722.64	\$ 15,220.61	\$ 21,498.94	\$ 31,062.93	77.7%
Staff Local Travel (mileage & expenses)	\$ 10,000.00	\$ 461.74	\$ 1,354.06	\$ 1,503.49	\$ 4,717.26	47.2%
Professional Development (Board)	\$ 35,000.00	\$ 1,000.00	\$ 5,892.13	\$ 14,618.16	\$ 24,602.49	70.3%
Sub-total	\$ 130,000.00	\$ 16,971.55	\$ 37,970.96	\$ 59,127.59	\$ 80,687.34	62.1%
Supplies						
Insurance	\$ 115,000.00	\$ 4,197.50	\$ 4,197.50	\$ 30,510.00	\$ 132,498.90	115.2%
Office Expenses*	\$ 80,000.00	\$ 13,271.97	\$ 30,363.99	\$ 43,195.23	\$ 91,848.09	114.8%
Bank Charges	\$ 30,000.00	\$ 12,557.85	\$ 19,452.79	\$ 23,388.14	\$ 26,508.61	88.4%
Sub-total	\$ 225,000.00	\$ 30,027.32	\$ 54,014.28	\$ 97,093.37	\$ 250,855.60	111.5%
Purchased Services Administrative						
Audit	\$ 31,000.00	\$ 19,511.91	\$ 19,511.91	\$ 19,511.91	\$ 19,511.91	62.9%

2018 BUDGET

Professional Development Staff	\$ 33,000.00	\$ 8,713.92	\$ 14,854.81	\$ 21,768.95	\$ 25,136.56	76.2%
Professional Services-Legal,HR,IT,Engineering,etc.	\$ 25,000.00	\$ 18,701.72	\$ 48,994.05	\$ 77,978.94	\$ 102,014.99	408.1%
Sub-total	\$ 89,000.00	\$ 46,927.55	\$ 83,360.77	\$ 119,259.80	\$ 146,663.46	164.8%
Property, Furnishings & Equipment						
Office Space (gross lease, Majors Path)	\$ 86,000.00	\$ 26,770.84	\$ 46,848.97	\$ 73,803.00	\$ 80,312.52	93.4%
Computer Software/Software Licensing	\$ 6,000.00	\$ 10,376.46	\$ 12,459.51	\$ 12,459.51	\$ 21,455.38	357.6%
Photocopier Fees	\$ 6,500.00	\$ 658.04	\$ 1,197.05	\$ 1,551.67	\$ 2,580.23	39.7%
Furniture & Equipment	\$ 10,000.00	\$ 3,879.24	\$ 25,246.01	\$ 25,246.01	\$ 26,012.50	260.1%
Sub-total	\$ 108,500.00	\$ 41,684.58	\$ 85,751.54	\$ 113,060.19	\$ 130,360.63	120.1%
Purchased Services Consultants						
Communications	\$ 120,000.00	\$ 21,451.12	\$ 41,829.25	\$ 73,744.86	\$ 182,846.71	152.4%
Consulting	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-total	\$ 120,000.00	\$ 21,451.12	\$ 41,829.25	\$ 73,744.86	\$ 182,846.71	152.4%
Regional Operations & Waste Recovery Facilities						
Office Space lease (Blaketown yard)	\$ 32,000.00	\$ 6,257.16	\$ 12,514.32	\$ 18,400.00	\$ 29,095.79	90.9%
Snow clearing all WRF	\$ 60,000.00	\$ 29,618.39	\$ 29,618.39	\$ 40,245.14	\$ 52,679.63	87.8%
Site Maintenance all WRF	\$ 75,000.00	\$ 1,481.93	\$ 9,973.60	\$ 16,982.62	\$ 23,908.68	31.9%
Old Perlican WRF (TCNWM)	\$ 175,000.00	\$ 39,263.67	\$ 78,527.34	\$ 129,892.50	\$ 157,054.68	89.7%
WRF Compaction Trailer Lease Payments	\$ 170,000.00	\$ 42,345.51	\$ 84,691.02	\$ 127,036.53	\$ 169,382.04	99.6%
Vehicle Maintenance and Operations	\$ 350,000.00	\$ 79,909.56	\$ 144,021.22	\$ 263,437.80	\$ 383,920.26	109.7%
Whitbourne Depot	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-total	\$ 862,000.00	\$ 198,876.22	\$ 359,345.89	\$ 595,994.59	\$ 816,041.08	94.7%
Regional Transfer Station Clarendville						
Utilities/phone	\$ 25,000.00	\$ 5,132.24	\$ 12,033.51	\$ 17,525.82	\$ 24,592.78	98.4%
Site Maintenance	\$ 50,000.00	\$ 6,992.22	\$ 12,831.01	\$ 88,992.51	\$ 95,082.00	190.2%
Vehicle Maintenance and Operations	\$ 200,000.00	\$ 42,620.61	\$ 91,376.87	\$ 170,880.29	\$ 282,034.99	141.0%
Tipping Fees At Regional Landfill for TS	\$ 350,000.00	\$ 86,499.02	\$ 188,562.98	\$ 289,542.82	\$ 385,658.62	110.2%
Sub-total	\$ 625,000.00	\$ 141,244.09	\$ 304,804.37	\$ 566,941.44	\$ 787,368.39	126.0%
Household Hazardous Waste Program						
HHW collection contract and Fire Dept	\$ 90,000.00	\$ 796.08	\$ 21,503.49	\$ 62,641.72	\$ 76,649.42	85.2%
Sub-total	\$ 90,000.00	\$ 796.08	\$ 21,503.49	\$ 62,641.72	\$ 76,649.42	85.2%

2018 BUDGET

Curbside Waste Collection Program						
Office/Yard Space lease (Blaketown yard)	\$	35,000.00	\$ 8,134.32	\$ 16,268.64	\$ 23,920.00	\$ 29,982.26 85.7%
Internal Curbside Program	\$	810,000.00	\$ 194,464.80	\$ 302,842.97	\$ 466,908.47	\$ 696,773.45 86.0%
Contracted Services	\$	3,200,000.00	\$ 734,988.71	\$ 1,251,569.69	\$ 1,982,620.11	\$ 3,017,965.83 94.3%
Sub-Total	\$	4,045,000.00	\$ 937,587.83	\$ 1,570,681.30	\$ 2,473,448.58	\$ 3,744,721.54 92.6%
Water/Wastewater Program						
Sub-Total	\$	17,500.00	\$ 1,037.02	\$ 3,598.28	\$ 4,904.86	\$ 10,241.30 58.5%
Fire Protection						
Sub-Total	\$	18,500.00	\$ 18,495.00	\$ 18,495.00	\$ 18,495.00	\$ 19,506.58 105.4%
Reserves						
Regional Capital Reserve	\$	320,000.00	\$ 80,000.00	\$ 160,000.00	\$ 240,000.00	\$ 320,000.00 100.0%
Curbside Capital Reserve	\$	150,000.00	\$ 37,500.00	\$ 75,000.00	\$ 112,500.00	\$ 150,000.00 100.0%
Operational Reserve	\$	-	-	-	-	\$ - 0.0%
Sub-Total	\$	470,000.00	\$ 117,500.00	\$ 235,000.00	\$ 352,500.00	\$ 470,000.00 100.0%
TOTAL EXPENSES	\$	9,079,894.69	\$ 2,225,703.62	\$ 4,061,837.42	\$ 6,260,156.65	\$ 8,954,070.95 98.6%
Capital ERSB						
Whitbourne Depot, Landfill Closures	\$	1,850,000.00	\$ 10,149.39	\$ 10,149.39	\$ 192,089.77	\$ 787,986.69 42.6%
Regional Equipment	\$	100,000.00	-	-	-	\$ - 0.0%
Sub-Total	\$	1,950,000.00	\$ 10,149.39	\$ 10,149.39	\$ 192,089.77	\$ 787,986.69 40.4%
TOTAL OPERATING AND CAPITAL	\$	11,029,894.69	\$ 2,235,853.01	\$ 4,071,986.81	\$ 6,452,246.42	\$ 9,742,057.64 88.3%
REVENUE						
Waste Collection Fees	\$	5,100,000.00	\$ 2,385,343.68	\$ 3,608,008.05	\$ 4,522,430.47	\$ 5,092,128.59 99.8%
Provision for Bad Debt	\$	(90,000.00)	\$ (30,485.30)	\$ (56,616.79)	\$ (76,547.40)	\$ (85,851.70) 95.4%
Transfer Station Clarenville Tipping Fees/Permit Fees/Etc.	\$	350,000.00	\$ 69,225.34	\$ 82,508.47	\$ 177,801.30	\$ 214,716.80 61.3%
Transportation charges revenue - Transfer Stn Clarenville	\$	40,000.00	\$ 21,058.50	\$ 25,135.60	\$ 53,554.61	\$ 64,849.35 162.1%
Fire Protection Services Fees	\$	19,000.00	\$ 12,070.62	\$ 15,813.54	\$ 17,297.30	\$ 18,936.99 99.7%
Recyclable metals/electronics	\$	50,000.00	\$ 52,108.28	\$ 100,030.06	\$ 100,030.06	\$ 97,184.92 194.4%

2018 BUDGET

Interest	\$ 35,000.00	\$ 25,618.02	\$ 56,510.57	\$ 78,819.92	\$ 104,724.43	299.2%
Misc Rev	\$ 1,000.00	\$ 6,629.57	\$ 9,823.74	\$ 12,196.41	\$ 17,330.34	1733.0%
ERSB Surplus (Deficit) Previous Years						
Regional Landfill Tipping Fee Derived	\$ 3,347,394.69	\$ 1,673,697.34	\$ 1,673,697.34	\$ 3,347,394.68	\$ 3,347,394.68	100.0%
HST Rebate	\$ 250,000.00	\$ -	\$ 197,753.64	\$ 319,703.90	\$ 319,703.90	127.9%
Provincial Capital - Carried from 2014	\$ 1,750,000.00	\$ -	\$ -	\$ -	\$ 700,000.00	40.0%
Reserve Funding	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	100.0%
Water / Wastewater Program	\$ 77,500.00	\$ -	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00	100.0%
TOTAL REVENUE	\$ 11,029,894.69	\$ 4,215,266.05	\$ 5,790,164.22	\$ 8,630,181.25	\$ 10,068,618.30	91.3%

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Refund Report for 2019 Cabin Fees on Un-Serviced Roads
MEETING DATE:	Friday, March 8, 2019
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Lynn Tucker, Manager Corporate Services
REVIEWED BY:	Ken T. Kelly, Chief Administrative Officer
APPROVED BY:	Ken T. Kelly, Chief Administrative Officer

RECOMMENDED ACTION:

This report is for information only.

MOTION:

BE IT RESOLVED that

BACKGROUND/DISCUSSION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

AREA	COMMUNITY CODE	ROAD NAME	TOTAL UNITS IDENTIFIED BY MAPPING	TOTAL UNITS IDENTIFIED & INVOICED BY ERSB	TOTAL OF ADJUSTMENTS TO ALL ACCOUNTS	NO. OF REFUNDS UNSERVICED ROAD	TOTAL OF REFUNDS
CHANCE COVE	3596	Old Shoe Cove Road	34	23	\$ 3,206.34	5	\$ 810.00
LOWER ISLAND COVE		Leah Wheeler's Road	1	1	\$ 144.00	1	\$ 36.00
WESTERN BAY	5321	Western Bay Line	89	51	\$ 6,545.05	21	\$ 2,504.84
TRINITY CONCEPTION NORTH	1310	Daniel's Cove	10	10	\$ 1,060.59	5	\$ 612.00
TRINITY BAY SOUTH	476	Holiday Hill Road	50	32	\$ 2,998.30	17	\$ 2,651.88
BRIGUS JUNCTION	616	Dam Pond Road	3	2	\$ -	2	\$ 360.00
		Pigeon Inlet	2	1	\$ -	1	\$ 180.00
		Twin Gullies Lane	3	3	\$ 366.30	1	\$ 180.00
SOUTHERN SHORE	5456	Old Witless Bay Line	24	13	\$ 1,649.42	4	\$ 720.00
GOOBIES	1885	North Harbour Pond Road	20	2	\$ 1,610.25	2	\$ 2,716.71
NEW HARBOUR BARRENS	5018	Rocky Pond Road	24	11	\$ 1,823.10	2	\$ 189.62
PLACENTIA JUNCTION	3805	Junction Pond Road	6	5	\$ 528.30	3	\$ 396.00
		Old Mill Road West of Second Bridge	15	6	\$ 318.15	5	\$ 765.00
		Station Pond Road North of Pond	14	9	\$ 420.54	7	\$ 1,205.76
			295	169	\$ 20,670.34	76	\$ 13,327.81

TOTAL 2019 FEES PAID BY CUSTOMERS IN ABOVE AREAS TO MARCH 5:

\$ 13,327.81

BRIEFING NOTE / REPORT

TITLE:	Household Hazardous Waste Tender Award for Clarenville and Avalon Peninsula 2019
MEETING DATE:	Friday, March 8, 2019
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Manager Waste Operations
REVIEWED BY:	Ken T. Kelly, Chief Administrative Officer
APPROVED BY:	Ken T. Kelly, Chief Administrative Officer

RECOMMENDED ACTION:

Staff recommend that the Board award the tender to Revolution Environmental Solutions LP and proceed with due diligence and negotiation of final contract.

MOTION:

BE IT RESOLVED that the Board award the Tender for household hazardous waste (HHW) transportation and disposal services for 2019 to Revolution Environmental Solutions LP (Terrapure Environmental) for \$68,770.00, including HST.

BACKGROUND/DISCUSSION:

- The tendering process for household hazardous waste (HHW) transportation and disposal services for the Clarenville and Avalon Peninsula areas closed on Monday, March 4, 2019
- One tender package was picked up and one completed tender package was submitted.
- The tender submission was from Revolution Environmental Solutions LP (Terrapure Environmental) with a value of \$59,800.00 plus HST (\$68,770.00, including HST). The per unit cost is \$2,300.00 plus HST.
- The 2108 per event cost was \$1,679.00, plus HST through EnviroSystems. In 2018 EnviroSystems was purchased by Terrapure.
- The twenty six (26) HHW events are scheduled for June and September 2019.

FINANCIAL IMPACT:

- The total cost of this contract is \$68,770.00, including HST.

ATTACHMENTS:

"Tender results HHW collection 2019.pdf"

Eastern Regional Service Board

SUPPLY OF Household Hazardous Waste: Collection, Transportation, & Disposal Services


Closing Date and Time: Monday, March 4, 2019 @ 15:00 hrs

Tender Description: Supply of Household Hazardous Waste: Collection, Transportation, & Disposal Services

Project Number: _____

Name	Base Bid	HST	Tender Total
Revolution Environmental Solutions LP (Terrapure Environmental)	\$ 59,800.00	\$ 8,970.00	\$ 68,770.00

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Christie Dean
Manager Waste Operations
Eastern Waste Management



Witness

Ken T. Kelly

KEN TODD KELLY
A Commissioner for Oaths in and for
the Province of Newfoundland and Labrador.
My commission expires on December 31, 2021.

BRIEFING NOTE / REPORT

TITLE:	2018 Waste Operations Report
MEETING DATE:	2019-03-20
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Manager Waste Operations
REVIEWED BY:	Ken T. Kelly, Chief Administrative Officer
APPROVED BY:	Ken T. Kelly, Chief Administrative Officer

RECOMMENDED ACTION:

- No recommended action. This report is for information purposes only.

MOTION:

Click or tap here to enter text.

BACKGROUND/DISCUSSION:

Waste Recovery Facilities

Waste recovery facilities (WRF) received material from approximately 42,100 clients in 2018, which is approximately a 7% decrease from 2017. This represents the first decrease in the three (3) years since visits at WRFs started being tracked.

Material received at WRFs in 2018 included: household appliances, furniture, electronics, residential construction material, tires, metal, shingles, floor coverings, propane tanks (20lbs or less), trees, and branches.

Waste diversion activities in 2018 included:

- 1,013,350Kgs of metal was diverted to an approved metal recycler, versus 977,630Kgs in 2017, 1,363,510Kgs in 2016, and 249,770kgs in 2015;
- 14,863 tires as accepted by the Used Tire Recycling Program of the MMSB, versus 12,237 in 2017, 12,885 in 2016, and 14,113 in 2015; and
- 248 pallets of electronic waste (an approximate weight of 520,000Kgs) as accepted by the Recycle My Electronics Program of the Electronic Products Recycling Association (EPRA), versus 250 pallets of electronic waste in 2017, 263 in 2016, and 192 in 2015.

In 2018, 9,961,889Kgs of waste was transferred from the WRFs to the Regional Waste Management Facility located at Robin Hood Bay. In 2017, 6,273,770Kgs of waste was transferred. The increase in removals between 2018 and 2017 is a direct result of the addition of a third grapple truck to the ERSB fleet. In 2016, 6,226,318 Kg of waste was transferred, and 5,781,784Kgs in 2015.

Please note that the Sunnyside WRF was closed from January 1 to April 7, 2018.

School Collections

The Recycle @ School Pilot Program ended in June 2017. In September 2017, the ERSB was secured to provide garbage and recycling removal services to the following schools:

School	Community	School	Community
Dunne Memorial Academy	St. Mary's	St. Bernard's Elementary	Witless Bay
Crescent Collegiate	Blaketown	Baltimore School	Ferryland
Woodland Elementary	Dildo	Laval High School	Placentia
Stella Maris Academy	Trepassey	St. Anne's Academy	Placentia
Mobile Central High	Mobile	Random Island Academy	Hickman's Harbour

Note: School waste contracts that excluded recyclables were set to expire in June of 2019 have been extended for one year. The new expiry is June 2020, with the option of another one year extension.

Household Hazardous Waste Events

In 2018, 26 household hazardous waste (HHW) events were held resulting in approximately 950 people disposing of material. 13,600L of liquid HHW, 38 paint boxes (approximately 8,100L of paint), 290Kg of batteries, 517 compressed gas tanks, and 200 fluorescent light bulbs were collected. Overall attendance and waste collected in 2018 per HHW event was similar to 2017.

Curbside Collections

There has been no significant change in curbside diversion rates in the Eastern Region between 2018 and 2016. As a point of interest, 35% of recycling and 16% of waste **comes from 15% of client's** in the Clarendville area.

It is important to note there was an apparent large increase in collections from cabin areas from Middle Gull Pond to the Ocean Pond area; however, the 2017 data only represents four (4) months of service.

There was a decrease in collections in Conception Bay Centre because Conception Harbour is no longer included.

There was a decrease in the Southwest Avalon area because Placentia is no longer included.

Between 2018 and 2017 there was a 1% decrease in the amount of waste collected, when assessing collections in place in 2016.

Between 2018 and 2014 there has been a 4% decrease in the amount of waste collected, when assessing collections in place in 2014.

In 2018, the curbside collection stopped in Conception Harbour and Placentia, and started on Bell Island.

SUMMARY OF PROPERTIES WITHIN EACH REGION AT THE END OF 2018		
Area		Properties
BDGA	Bay de Grave (Clarke's Beach, Port de Grave, Bristol's Hope)	968
CBCWM	Conception Bay Center Waste Services	2,041
CLAR	Clareville Area Waste Services	4,686
ISTHMUS	Isthmus & South West Arm Waste Services	3,351
Internal	Salmonier line, HOOP etc.	2,800
SSWMI	Southern Shore Waste Services Inc.	4,012
TCNWM	Trinity Bay North Waste Services	3,562
TBS&CWM	Trinity Bay South/Center Waste Services	3,355
SWA	Southwest Avalon and St. Mary's Bay	2,622
BELL	Bell Island	1,441
Carbonear	Carbonear and Area	2,150
TOTAL		30,988

Clareville Transfer Station

In 2018, 5,426,310Kgs of waste and 372,460Kgs of recycling was received at the commercial portion of the facility. This required 282 trips to the Regional Waste Management Facility located at Robin Hood Bay. For comparison purposes, in 2017 5,421,190Kgs of waste, and 458,020Kgs of recycling was received at the commercial portion of the facility.

There was a decrease in recycling primarily due to a decrease in OCC (old corrugated cardboard) in 2018 - 218,130Kgs of OCC were collected. In comparison to 2017, 271,480Kgs of OCC was received; however, this is still up from 2016 when 114,500Kgs of OCC was received at the facility.

For comparison purposes in 2016 - 5,106,250Kgs of waste and 273,210Kgs of recycling was received at the commercial portion of the facility.

Please see the WRF portion of this report for residential drop-off information as it relates to the Clarenville Waste Recovery Facility.

FINANCIAL IMPACT:

- There is no financial impact to report.

ATTACHMENTS:

1. "HHW collected volumes and participation report.xls"
2. "Summary of curbside collection waste volumes 2018.xls"

DRAFT

2014 Collection Waste Volumes (Kg)	TBS/TBC	TCN	SWArm	Isthmus	CBC	SWA	SS				total Kg for all contracts
Waste	1,499,390	1,471,400	230,120	1,489,840	1,309,053	2,392,690	2,079,820				10,472,313
Recycling	48,570	5,400	10,110	41,570	70,210	64,400	56,610				296,870
Bulk	148,060	88,730	17,500	223,990	142,165	430,700	136,050				1,187,195
Total Kg	1,696,020	1,565,530	257,730	1,755,400	1,521,428	2,887,790	2,272,480				11,956,378
% Diversion	3%	0%	4%	2%	5%	2%	2%				2.5%

2015 Collection Waste Volumes (Kg)	TBS/TBC	TCN	SWArm	Isthmus	CBC	SWA	SS	BDG	Car		total Kg for all contracts	total Kg (less new areas)
Waste	1,571,800	1,351,860	239,230	1,532,300	1,427,535	2,297,350	1,918,940	670,600	2,295,660		13,305,275	10,339,015
Recycling	47,090	7,250	12,800	35,790	74,790	65,320	62,920	14,160	68,670		388,790	305,960
Bulk	85,470	76,190	22,810	179,800		109,870	71,590	73,960	65,600		685,290	545,730
Total Kg	1,704,360	1,435,300	274,840	1,747,890	1,502,325	2,472,540	2,053,450	758,720	2,429,930		14,379,355	11,190,705
% Diversion	3%	1%	5%	2%	5%	3%	3%	2%	3%		3%	2.7%
Annual Difference 2015 less 2014	8,340	-130,230	17,110	-7,510	-19,103	-415,250	-219,030	758,720	2,429,930		2,422,977	-765,673
percent change (-indicated decrease)	0.2%	-4.3%	3.2%	-0.2%	-0.6%	-7.7%	-5.1%	100.0%	100.0%		9.2%	-3.3%

2016 Collection Waste Volumes (Kg)	TBS/TBC	TCN	SWArm	Isthmus	CBC	SWA	SS	BDG	Car	Clar	total Kg for all contracts	total Kg (less new areas)
Waste	1,568,950	1,362,690	246,670	1,487,380	1,451,220	2,368,895	1,907,000	642,130	2,311,295	2,191,530	15,537,760	13,346,230
Recycling	43,610	20,320	10,420	31,100	63,990	68,180	66,770	19,070	78,400	180,400	582,260	401,860
Bulk	92,950	88,200	31,600	159,320	77,580	67,660	56,910	83,170	83,630	5,480	746,500	741,020
Total Kg	1,705,510	1,471,210	288,690	1,677,800	1,592,790	2,504,735	2,030,680	744,370	2,473,325	2,377,410	16,866,520	14,489,110
% Diversion	3%	1%	4%	2%	4%	3%	3%	3%	3%	8%	3.5%	2.8%

Annual Difference 2016 less 2015	1,150	35,910	13,850	-70,090	90,465	32,195	-22,770	-14,350	43,395			109,755
percent change (-indicated decrease)	0.0%	1.2%	2.5%	-2.0%	2.9%	0.6%	-0.6%	-1.0%	0.9%			0.4%

2017 Collection Waste Volumes (Kg)	TBS/TBC	TCN	SWArm	Isthmus & SWArm	CBC	SWA	SS	BDG	Car	Clar	HOOP	total Kg for all contracts	total Kg (less HOOP)
Waste	1,537,540	1,359,070		1,708,290	1,350,510	2,174,675	1,959,340	729,280	1,652,190	2,400,190	74,850	14,945,935	12,470,895
Recycling	27,750	20,760		46,880	61,590	72,710	52,590	18,550	26,410	169,640	210	497,090	327,240
Bulk	48,840	78,830		104,620	76,120	44,845	73,330	68,890	52,400			547,875	547,875
Total Kg	1,614,130	1,458,660		1,859,790	1,488,220	2,292,230	2,085,260	816,720	1,731,000	2,569,830	75,060	15,990,900	13,346,010
% Diversion	2%	1%		3%	4%	3%	3%	2%	2%	7%	0%	3.1%	2.5%

Annual Difference 2017 less 2016	-91,380	-12,550		-106,700	-104,570	-212,505	54,580	72,350	-742,325	192,420			-950,680
percent change (-indicated decrease)	-3%	0%		-3%	-3%	-4%	1%	5%					-3%

2018 Collection Waste Volumes (Kg)	TBS/TBC	TCN	SWArm	Isthmus & SWArm	CBC	SWA	SS	BDG	Car	Clar	HOOP	Bell Island	total Kg for all contracts
Waste	1,563,710	1,415,760		1,731,950	1,201,690	1,262,660	2,064,670	817,310	1,469,900	2,388,180	317,230	351,330	14,584,390
Recycling	26,330	60,880		42,430	23,200	25,405	60,180	14,460	23,590	154,330	5,050	1,690	437,545
Total Kg	1,590,040	1,476,640		1,774,380	1,224,890	1,288,065	2,124,850	831,770	1,493,490	2,542,510	322,280	353,020	15,021,935
% Diversion	2%	4%		2%	2%	2%	3%	2%	2%	6%	2%	0%	3%

Annual Difference 2018 less 2017	-24,090	17,980		-85,410	-263,330	-1,004,165	39,590	15,050	-237,510	-27,320	247,220		
percent change (-indicated decrease)	-1%	1%		-2%	-10%	-28%	1%	1%	-7%	-1%	62%		-1%

Total Difference 2018 less 2014	-81,890	-106,870		-153,340	-33,208	-595,560	-187,220						
percent change (-indicated decrease)	-2%	-4%		-4%	-1%	-11%	-4%						-4%

Waste recovery Facility	Year	Waste Removed Kg	Ewaste	MMSB tires	Non MMSB tires	Metals	number of visitors
Bay Bulls	2014	1,407,730	32	2,783		62,290	
	2015	1,156,110	28	2,598	490	32,110	
	2016	1,189,040	19	2,501		263,640	6,854
	2017	1,088,330	15	1,088	1197	104,980	6,330
	2018	1,792,380	21	1,855	-	95,720	5,469
Cavendish	2014	735,080		1,191		52,150	
	2015	561,490	73	2,161	435	27,130	
	2016	525,760	58	1,357	240	129,750	4,319
	2017	446,070	48	1,425	200	63,760	4,392
	2018	1,172,750	60	1,213	300	121,865	3,706
Harbour Grace	2014	1,182,450		2,929		63,730	
	2015	1,783,980	0	4,294	1,370	52,880	
	2016	1,489,990	0	4,206	340	259,750	11,673
	2017	1,366,130	0	2,596	400	208,080	11,660
	2018	2,015,329	0	4,021	600	195,930	9,932
Placentia	2014	458,050		2,011		68,670	
	2015	561,750	34	1,385	605	40,020	
	2016	303,696	54	1,091	0	119,670	3,874
	2017	424,140	46	985	200	107,630	3,448
	2018	729,830	21	955	130	50,340	2,778
Renews-Cappahyden	2014	162,520	3	612		13,580	
	2015	472,550	24	600	0	14,390	
	2016	389,860	34	542		57,430	3,005
	2017	234,670	23	736	376	41,830	2,180
	2018	620,070	23	584	150	37,050	2,052
St. Joseph's	2014	417,440		1,236			
	2015	205,570	21	1,357	160	48,820	
	2016	194,020	12	1,183		170,650	1,750
	2017	201,190	25	1,726	250	55,470	1,622
	2018	437,800	12	1,138	140	60,670	1,598
Sunnyside	2014	217,010		788		13,140	
	2015	261,680	12	868	0	14,520	
	2016	235,880	14	865		54,220	1,149
	2017	150,070	23	1,000	205	40,450	857
	2018	185,860	22	1,145		68,110	1,049
Old Perlican	2014	671,720		940		41,330	
	2015	778,654	0	870	150	19,900	
	2016	932,411	12	unknown		106,760	3,540
	2017	1,264,640		980	450	72,350	3,614
	2018	1,107,560		1300	300	92,155	3,522
Clarenville	2016	613,931	36	489	0	158,600	5,167
	2017	550,810	43	1322	260	166,090	6,833
	2018	931,720	44	1354		159,500	7,106
Whitbourne	2016	351,730	24	651	0	43,040	2,385
	2017	641,530	27	1359	510	116,990	4,750
	2018	968,590	45	1427	320	132,010	4,846

Notes: total non MMSB tires removed in 2014 was 1,304

HHW Site	Event Date	Amounts are in Liters									Amounts are in Each							Number of Paint Boxes	Number of visitors		
		Aerosols	Flammable Labpacks	Flammable Liquid Pails	Oil Labpacks	Oil Pails	Acid Labpacks	Basic Labpacks	Pesticide Labpacks	Dry Cell Batteries	Fluorescent Tubes	Wet Batteries	CFL Bulbs	Propane Tanks (20lbs+)	Propane (small cylinders)	Compressed gas cylinders	Helium Tanks			Fire Extinguishers	
Holyrood	6/19/2017	50	825	15	1420					15		10		20	1	20				2	37
Mt. Carmel-Mitchel's Brook, St. Catherine's	6/19/2017	50	375	5	110					10		5		40	7	40			2	2	20
Winterton	6/5/2017	20			80									1	8				1	1.25	39
Bay De Verde	6/5/2017																			0	0
Bay De Grave	6/5/2017	80	160		560							26	3		4	32			2	3	81
St. Shott's	6/20/2017	20	60		190					10		3	1		9		1	1	1	1	11
St. Vincent's-St. Stephen's-Peter's River	6/20/2017	20			350									8	3	1			4	1.75	35
Riverhead	6/20/2017	5	60	5	120							80		1	18					1	6
Admiral's Beach	6/20/2017		10		100							2		2	5					0.25	11
Branch	6/19/2017		20		20															1	30
Colliers	6/6/2017		300	20	60								10		8	40	1	3	1	2	39
Hearts Delight	6/5/2017	20	450			20										20				2	47
Whiteway	6/5/2017		312		40											20				1	14
Green's Harbour	6/5/2017	20	320	300	160					5			2			8				3	27
Carbonear	6/3/2017		160	80	800	460				60		166	13	40	4	6				6	132
Conception Harbour	6/6/2017	40	60		100					20					9	6		3	2	1	200
Ferryland	6/17/2017	20	80	20		40				20										0.5	9
Bay Bulls	6/17/2017	80	80	20	80					20						9				0.75	12
Norman's Cove-Long Cove	9/18/2017	60	160	5	100	10				20		53			7	25				1.5	26
Arnold's Cove	9/18/2017	40	155	20	85					20		81	1		2	6				2	34
Fair Haven	9/18/2017	60	190	10		5				5					1	10			1	0.75	19
Chance Cove	9/18/2017	20	20	5		10				5					2	5			1	0.25	8
George's Brook	9/18/2017	80	240		700					50					10	11			3	1.25	26
Northern Bight	9/18/2017	25	50		40										2					0.25	12
Clarenville	9/18/2017	80	750		1000					75		35			12	35				4	67
Placentia	9/19/2017	20		20		35				10		10			1	7		8	2	2	34
Whitbourne	9/19/2017	20	160	265		380		5		40					6					1	23
Total for 27 Events		830	4997	790	6115	960	0	5	0	385	471	30	130	82	349	2	15	20	42.5	999	

BRIEFING NOTE / REPORT

TITLE:	Location of Bell Island Waste Recovery Facility
MEETING DATE:	2019-03-20
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Manager Waste Operations
REVIEWED BY:	Ken T. Kelly, Chief Administrative Officer
APPROVED BY:	Ken T. Kelly, Chief Administrative Officer

RECOMMENDED ACTION:

On the advice of Wood PLC, staff are recommending that ERSB proceed with closing the former Bell Island Waste Disposal Site and developing a new Waste Recovery Facility **at the location "Site #1"**.

MOTION:

BE IT RESOLVED that the Committee recommend that the ERSB approve the former Wabana Landfill Site for closure and development as the waste recovery facility and seek funding from the Province to complete the project to serve the residents of Bell Island

BACKGROUND/DISCUSSION:

Wood Environment & Infrastructure Solutions, a Division of Wood Canada Limited (Wood), was retained to provide prime consulting services related to engineering services for the Bell Island Waste Disposal Site Closure and Waste Recovery Facility Construction.

As a part of the waste recovery facility construction (WRF), Wood completed an analysis of the selected sites suitable for the construction of a WRF on Bell Island. Potential sites were determined by; proximity to roadways, potential for development as a WRF and available site access. Each potential site was visited and evaluated to determine the optimal site.

The potential sites were evaluated base on accessibility, electrical access, visibility, proximity to water courses, highways, roads, residential areas,

wetlands, archaeological sites and other environmentally vulnerable areas, **availability and quality of fill, scale of potential cuts and/or fills, the site's** availability for use and estimated costs to develop.

A total of three locations were identified in consultation with the Town of Wabana as potential sites for the WRF construction:

- Site #1 – Former Bell Island Waste Disposal Site
- Site #2 – Site Above Scotia Pier - south of the intersection between Scotia Road and Lance Cove Rd
- Site #3 – Crown Land Site - North side of Middleton Avenue, approximately 2 km west of Bell Island Airport

Based on information collected, Site 1 is the preferred site. This site is the former landfill that was well managed and construction of the WRF would be minimal when completed with the landfill closure. Residents are familiar with travelling to this site, so it makes a good fit to use it as a WRF site. There is an existing access road that will require minimal upgrades and there would be no requirement for environmental assessment registration however an application for a development activity in a protected wellhead area is required. This site does have issues in terms of being located very close to residential housing, located on the edge of the island in very close proximity to the ocean.

Included below are the estimates provided by Wood PLC for the development of the WRF at each location. The former Landfill is the least costly.

FINANCIAL IMPACT:

Class D Cost Estimates

Site 1 - Existing Bell Island Waste Disposal Site					
Item	Unit	Quantity	Cost	Total	
Purchase of Property	Acre	0	\$ 15,000.00	\$ -	
Clearing	Ha	0	\$ 10,000.00	\$ -	
Grubbing	Ha	0	\$ 10,000.00	\$ -	
Imported Fill - Berm	m ³	2000	\$ 30.00	\$ 60,000.00	
Access road upgrades	m	0	\$ 100.00	\$ -	
MG3 for Access Road	m ³	150	\$ 60.00	\$ 9,000.00	
MG3 for Site	m ³	1500	\$ 60.00	\$ 90,000.00	
Fencing	m	400	\$ 250.00	\$ 100,000.00	
Gate	ea.	2	\$ 2,500.00	\$ 5,000.00	
Additional Grading	hr	24	\$ 150.00	\$ 3,600.00	
Power Installment	km	0.1	\$ 30,000.00	\$ 3,000.00	
Water supply	L/S	1	\$ 10,000.00	\$ 10,000.00	
					\$ 280,600.00
Site 2 - Site Above Scotia Pier					
Item	Unit	Quantity	Cost	Total	
Purchase of Property	Acre	2.5	\$ 15,000.00	\$ 37,500.00	
Clearing	Ha	1	\$ 10,000.00	\$ 10,000.00	
Grubbing	Ha	0	\$ 10,000.00	\$ -	
Imported Fill - Berm	m ³	2000	\$ 30.00	\$ 60,000.00	
Access road upgrades	m	400	\$ 100.00	\$ 40,000.00	
MG3 for Access Road	m ³	400	\$ 60.00	\$ 24,000.00	
MG3 for Site	m ³	1500	\$ 60.00	\$ 90,000.00	
Fencing	m	400	\$ 250.00	\$ 100,000.00	
Gate	ea.	1	\$ 2,500.00	\$ 2,500.00	
Additional Grading	hr	120	\$ 150.00	\$ 18,000.00	
Power Installment	km	0.4	\$ 30,000.00	\$ 12,000.00	
Water supply	L/S	1	\$ 30,000.00	\$ 30,000.00	
					\$ 424,000.00
Site 3 - Crown Land Site					
Item	Unit	Quantity	Cost	Total	
Purchase of Property	Acre	2.5	\$ 15,000.00	\$ 37,500.00	
Clearing	Ha	1	\$ 10,000.00	\$ 10,000.00	
Grubbing	Ha	1	\$ 10,000.00	\$ 10,000.00	
Imported Fill - Berm	m ³	2000	\$ 30.00	\$ 60,000.00	
Access road construction	m	20	\$ 300.00	\$ 6,000.00	
MG3 for Access Road	m ³	20	\$ 60.00	\$ 1,200.00	
MG3 for Site	m ³	1500	\$ 60.00	\$ 90,000.00	
Fencing	m	400	\$ 250.00	\$ 100,000.00	
Gate	ea.	1	\$ 2,500.00	\$ 2,500.00	
Additional Grading	hr	160	\$ 150.00	\$ 24,000.00	
Power Installment	km	0.3	\$ 30,000.00	\$ 9,000.00	
Water supply	L/S	1	\$ 30,000.00	\$ 30,000.00	
					\$ 380,200.00

FINAL

**Bell Island Waste Recovery Facility
Site Selection Study
Bell Island, NL**

Submitted to:

Eastern Regional Service Board

255 Majors Path, Suite 3
St. John's, NL
A1A 0L5

Submitted by:

**Wood Environment & Infrastructure Solutions,
a Division of Wood Canada Limited**

36 Pippy Place
PO Box 13216
St. John's, NL A1B 4A5

1 March 2019

Wood Project #: TF1872728

Document No. TF1872728-0000-RPT-0001, REV. B

IMPORTANT NOTICE

This report was prepared exclusively for Eastern Regional Service Board by Wood Environment & Infrastructure Solutions, a Division of Wood Canada Limited (Wood). The quality of information, conclusions and estimates contained herein is consistent with the level of effort involved in Wood's services and based on: i) information available at the time of preparation, ii) data supplied by outside sources and iii) the assumptions, conditions and qualifications set forth in this report. This report is intended to be used by Eastern Regional Service Board only, subject to the terms and conditions of its contract with Wood. Any other use of, or reliance on, this report by any third party is at that party's sole risk.


REPORT

FOR

**BELL ISLAND WASTE RECOVERY FACILITY
SITE SELECTION STUDY
BELL ISLAND, NL**

FOR

EASTERN REGIONAL SERVICE BOARD

B	01 Mar. 2019	Final Issued	CS	CM	CS	
A	13 Dec. 2018	Issued for Review	CS	CM	CS	
REV.	DATE	REVISION(S)	PREPARED BY	CHECK	APP	CLIENT
	REPORT FOR BELL ISLAND WASTE RECOVERY FACILITY SITE SELECTION STUDY BELL ISLAND, NL		Wood Environment & Infrastructure Solutions Job No. TF1872728			
			REPORT TF1872728-0000-RPT-0001			REV. B
			PAGE 1 OF 1			

IMPORTANT NOTICE

This Report was prepared exclusively for **Eastern Regional Service Board**, by Wood Environment & Infrastructure Solutions, a Division of Wood Canada Limited. The quality of information contained herein is consistent with the level of effort agreed in the scope of services and is based on: i) information available at the time of preparation, ii) data supplied by outside sources, and iii) the assumptions, conditions and qualifications set forth in this report. This report is intended to be used by **Eastern Regional Service Board**, only, subject to the terms and conditions of its contract with Wood Environment & Infrastructure Solutions. Any other use of, or reliance on, this report by any third party is at that party's sole risk.

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1.0 INTRODUCTION

Wood Environment & Infrastructure Solutions, a Division of Wood Canada Limited (herein after referred to as Wood) was retained by Eastern Regional Service Board to provide prime consulting services related to engineering services for the Bell Island Waste Disposal Site Closure and Waste Recovery Facility Construction. As a part of the waste recovery facility construction, Wood will complete an analysis of the selected sites suitable for the construction of a Waste Recovery Facility (WRF) on Bell Island. The scope of work for the study contained a desktop study to review aerial photographs, satellite images, Crown Lands and any other available maps of the area to identify potential sites; a site visit of all potential sites; and an evaluation of potential sites for use.

2.0 METHODOLOGY

The study encompassed areas around Bell Island that was determined to be a feasible distance from surrounding communities to transport and dispose WRF waste destined for landfill at Robin Hood Bay. Potential sites were determined by its proximity to roadways, potential for development as a WRF and available site access. Each potential site was visited and evaluated to determine the optimal site for the WRF construction. The potential sites were evaluated base on accessibility, electrical access, visibility, proximity to water courses, highways, roads, residential areas, wetlands, archaeological sites and other environmentally vulnerable areas, availability and quality of fill, scale of potential cuts and/or fills, and the site's availability for use. From the desktop study a total of three locations were identified as potential sites for the WRF construction. These locations were identified as:

- Site #1 – Existing Bell Island Waste Disposal Site
- Site #2 – Site Above Scotia Pier
- Site #3 – Crown Land Site

Satellite images of each site are presented in Appendix A.

After the initial site identification, land ownership for each site was investigated using Crown Lands maps and Government registered land information. Crown Lands maps are presented in Appendix B.

3.0 POTENTIAL SITES

A discussion for each of the identified potential sites are presented in the following section.

3.1 Site #1 – Existing Bell Island Waste Disposal Site

Site #1 is located at the former Bell Island waste disposal site, adjacent to Gull Island Road. Access to the WRF would be via the existing site access, Incinerator Road. From information collected during the site visit, the old landfill appears to have been well managed and waste was regularly covered. To develop to a WRF site, a perimeter berm may be required to provide concealment from the adjacent infrastructure and the prevailing winds. This berm can be constructed during the waste disposal site closure.

Electricity supply is accessible due to the site's proximity to existing infrastructure. A utility line running along the site entrance road can provide electrical service access for the site

There is a high potential for a water well at this site as it is located within 100m of an existing public groundwater supply, #1 Normore Crescent East Well.

The topography of the site is such that there is little potential for surface water to run onto the site, and run-off from the site can be easily managed. The site is generally flat and would not require much grading from an earth works perspective. The surrounding area is generally open and perimeter fencing would be required to keep ATV traffic away from the WRF. An extra set of gates will be required to allow Town and Emergency access to the East end of the Island via an existing road, Incinerator Road that runs through the site.

3.2 Site #2 – Site Above Scotia Pier

Site #2 is located south of the intersection between Scotia Road and Lance Cove Road. The site is mainly cleared of trees and shrubs and there is an existing access road to the site. This access road is narrow and would require upgrades to allow for 2-way traffic. The road is also relatively steep and would require considerable effort to maintain during winter maintenance activities. The site is concealed from Lance Cove Road, but is the site is visible from a portion of The Front street.

The site is approximately 400m from an existing power-line. Electrical access could be gained from a utility line that runs along Lance Cove Road. The site does not appear to be near any water courses.

The general topography of the area for the WRF location is flat, requiring minimal earth works to construct the WRF. The site appears to be an old waste rock dumping location. The surrounding area is generally open and perimeter fencing would be required to keep ATV traffic away from the WRF and to control wind blown debris.

There is no existing water supply within the general proximity of the site.

3.3 Site #3 – Crown Land Site

Site #3 is located on the North side of Middleton Avenue, approximately 2 km west of Bell Island Airport. The site is a green site and heavily treed. The site would require clearing and grubbing prior to WRF construction. It is within 300m of residential properties, however with the general area being heavily treed, visibility may not be a concern.

Electrical Service could be gained from a power line to the west of the site which is approximately 300m away. The site does not appear to be near any water courses or any existing water supplies.

Site #3 was not visited due to the presence of heavy tree vegetation. Based on a review of topographical maps, the area appears to be relatively flat and dry and would require minimal grading and earth works.

The site would be easily accessible from Middleton Avenue, however would be visible from the roadway as additional area would require clearing to provide a fire buffer.

4.0 EVALUATION

Based on the desktop and site investigations of each potential area, which evaluated the required features of each site, the relative suitability of each site for use as a WRF has been determined. The findings are summarized as follows:

4.1 Site #1 – Existing Bell Island Waste Disposal Site

Site #1 displays many features advantageous to the construction of a WRF.

Its proximity to the surrounding communities makes it convenient for travel to and from site, and its location on Incinerator Road avoids increasing traffic flow.

- The waste disposal site will require closure as a class C landfill, as per the Guidelines for the Closure of Non-Containment Municipal Solid Waste Landfill Sites.
- The access road is in good condition and will require minimal upgrading. The area considered for WRF construction is generally flat and minimal grading will be required. Fill can be obtained from a nearby quarry that was previously quarried for cover material.
- Due to the site's proximity to the ocean, windblown debris from the site could present environmental and safety issues. To mitigate this, a perimeter berm, complemented with chain link fencing would be installed to prevent debris from leaving the site and to aid with visibility of the site. If this site were chosen, it would be tendered and constructed with the landfill closure.
- The site, being a former landfill, will not require environmental assessment registration as the use of the site is improving over previous operations. Please refer to Appendix F for the EA Response to Bell Island Waste Recovery Facility.
- There is an old land grant listed that encompasses a portion of the landfill. The Grant was originally issued to Jabez Butler et al in 1899. It was conveyed to the Nova Scotia Steel Co. Ltd along with other properties in 1899. The Nova Scotia Steel Co. Ltd conveyed it to The Dominion Iron and Steel Co. Ltd later in 1899. In 1944 The Dominion Steel and Coal Corp. transferred it to Dominion Wabana Ore Ltd. It appears that it also belonged to DOSCO Industries Ltd. at some point. In 1973 all the land on Bell Island owned by all of the above-mentioned companies was conveyed to the Crown (Her Majesty the Queen in right of Newfoundland). Through discussions with DMAE and the fact that the landfill has been in operation at this site for decades, there should be no reason not to proceed with the WRF construction at this site, should it be chosen.
- The Class D cost estimate to develop Site #1 is \$280,600, refer to Appendix D.

4.2 Site #2 – Site Above Scotia Pier

- Site 2 is a previously cleared site that was likely used to place waste rock from mining operations.
- The access road to the site, which would be shared with Scotia Pier, is in good condition but would require upgrading to accommodate the increase in traffic.

- The area is generally flat and minimal grading will be required. Fill can be obtained from a nearby source of waste rock from the former mine's operations.
- Due to the site's proximity to the ocean, windblown debris from the site could present environmental and safety issues. To mitigate this, a perimeter berm, complemented with chain link fencing would be installed to prevent debris from leaving the site and to aid with visibility of the site.
- The cost of electrical access from Lance Cove Road will have to be considered, as it will require a new utility line to be constructed from the road to the site.
- The site would require an environmental assessment registration.
- The Class D cost estimate to develop Site #2 is \$424,000, refer to Appendix D.

4.3 Site #3 – Crown Land Site

- Site 3 is an uncleared green site that will require clearing and grubbing prior to development of the site.
- An access road to the site will have to be constructed and the site may require rock fill if the in-situ material is unsuitable for site development. Fill can be obtained from a nearby source of waste rock from the former mine's operations.
- Due to the surrounding vegetation, a buffer zone will have to be cleared to provide a fire break. To reduce the clearing required for a fire break, and to prevent debris from leaving the site, a perimeter berm, complemented with chain link fencing would be installed.
- The site is less than 2 km from the Bell Island Airstrip.
- The site would require an environmental assessment registration.
- No existing sources for water supply or surface water.
- Electrical service will need to be brought to the site from a power line to the west of the site which is approximately 300m away.
- The Class D cost estimate to develop Site #3 is \$380,100, refer to Appendix D.

5.0 CONCLUSION

Based on information collected from the desk top study, site visits and estimated costs to develop, Site 1 is the preferred site. This site is the former landfill that was well managed and construction of the WRF would be minimal when completed with the landfill closure. Resident and business operator are familiar with travelling to this site for many years to dispose of waste, so it makes a good fit to use it as a WRF site. There is an existing access road that will require minimal upgrades and there would be no requirement for environmental assessment registration. A conceptual WRF design of Site 1 is presented in Appendix E.

6.0 CLOSURE

This report was prepared exclusively for Eastern Regional Service Board by Wood. The quality of information, conclusions and estimates contained herein is consistent with the level of effort involved in Wood's services and based on: i) information available at the time of preparation, ii) data supplied by outside sources and iii) the assumptions, conditions and qualifications set forth in this report. This report is intended to be used by Eastern Regional Service Board only, subject to the terms and conditions of its contract with Wood. Any other use of, or reliance on, this report by any third party is at that party's sole risk.

Yours sincerely,

**Wood Environment & Infrastructure Solutions,
a Division of Wood Canada Limited**

Prepared by:



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

Reviewed by:



Cluney Mercer, P. Eng.
Senior Associate Engineer - Civil

APPENDIX A: SATELLITE IMAGES

Potential WRF Locations

Legend



Google Earth

Image © 2018 DigitalGlobe
Data SIO, NOAA, U.S. Navy, NGA, GEBCO
Image © 2018 TerraMetrics

2 km



Existing Bell Island Waste Disposal Site

Legend





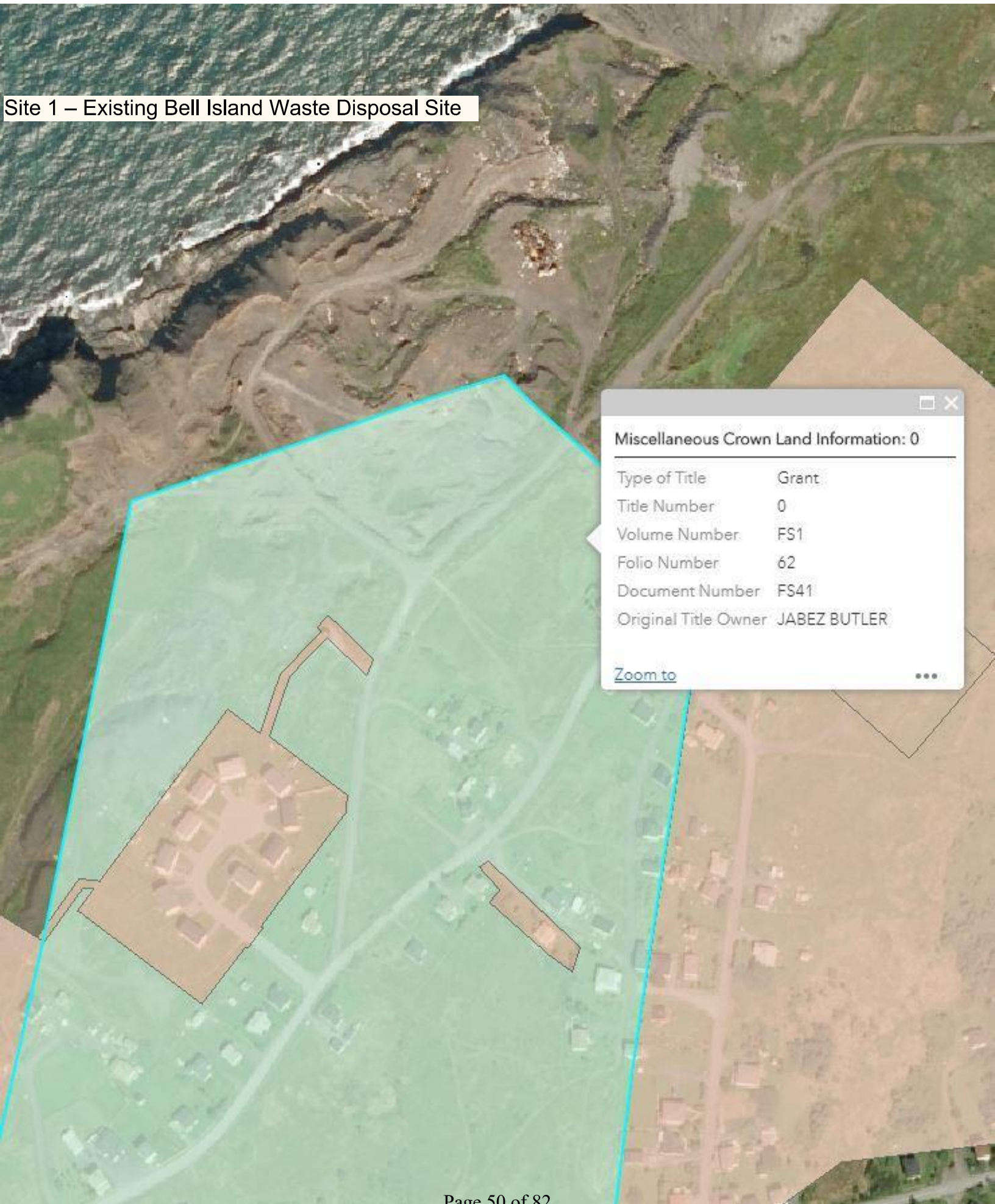


Potential WRF Site Location

APPENDIX B: CROWN LANDS MAPS



Site 1 – Existing Bell Island Waste Disposal Site



Miscellaneous Crown Land Information: 0

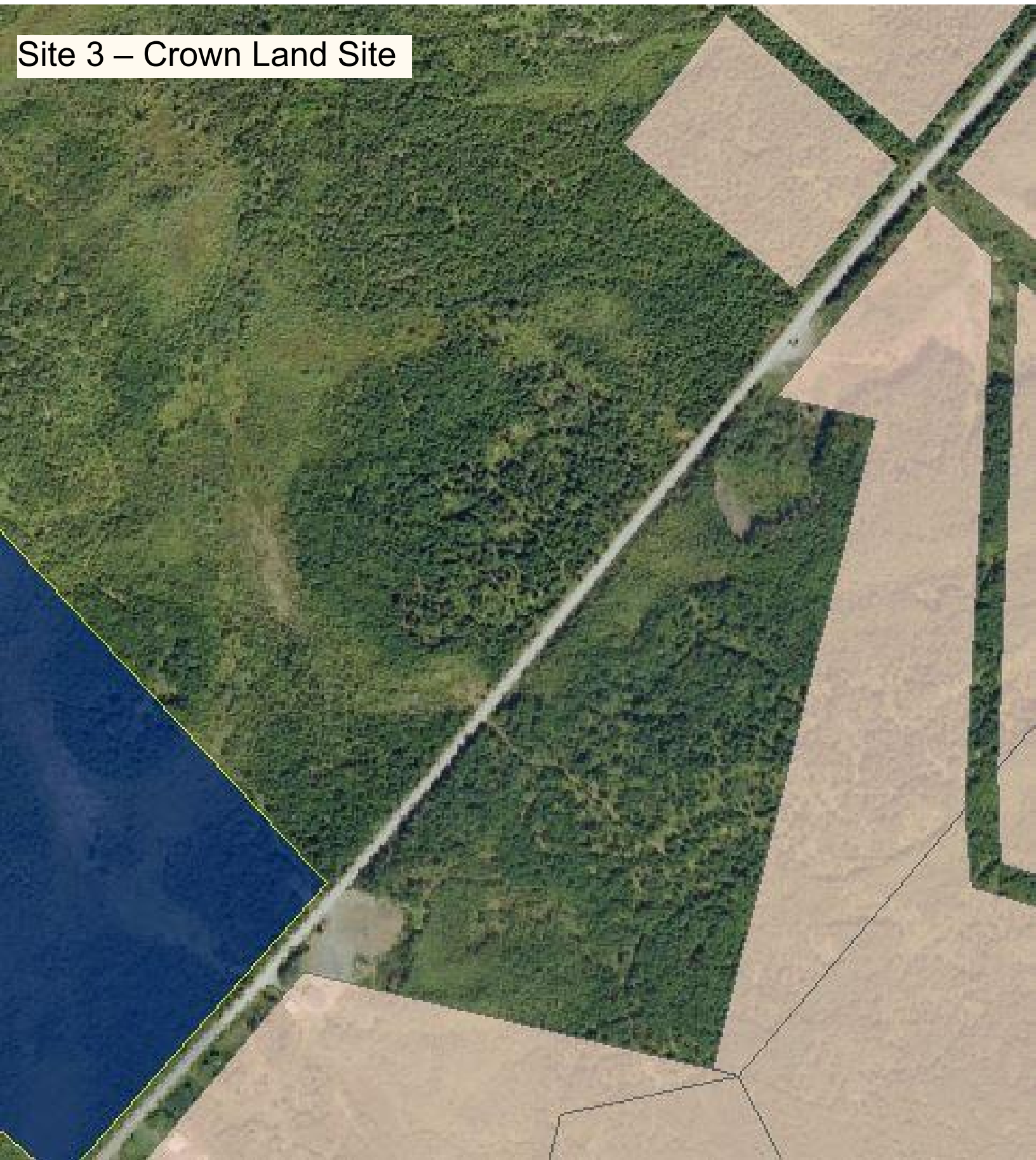
Type of Title	Grant
Title Number	0
Volume Number	FS1
Folio Number	62
Document Number	FS41
Original Title Owner	JABEZ BUTLER

[Zoom to](#) ...

Site 2 – Site Above Scotia Pier



Site 3 – Crown Land Site



APPENDIX C: SITE PHOTOGRAPHS



Photo 1 – Site #1 - Existing Bell Island Waste Disposal Site Entrance



Photo 2 – Site #1 - Existing Bell Island Waste Disposal Site Access Road



Photo 3 – Site #1 - Existing Bell Island Waste Disposal Site – Potential WRF Location



Photo 4 – Site #1 - Existing Bell Island Waste Disposal Site – Potential WRF Location



Photo 5 – Site #2 - Site Above Scotia Pier Access Road



Photo 6 – Site #2 - Site Above Scotia Pier Access Road



Photo 7 – Site #2 - Site Above Scotia Pier – Potential WRF Location



Photo 8 – Site #2 - Site Above Scotia Pier – Potential WRF Location

APPENDIX D: COST ESTIMATE

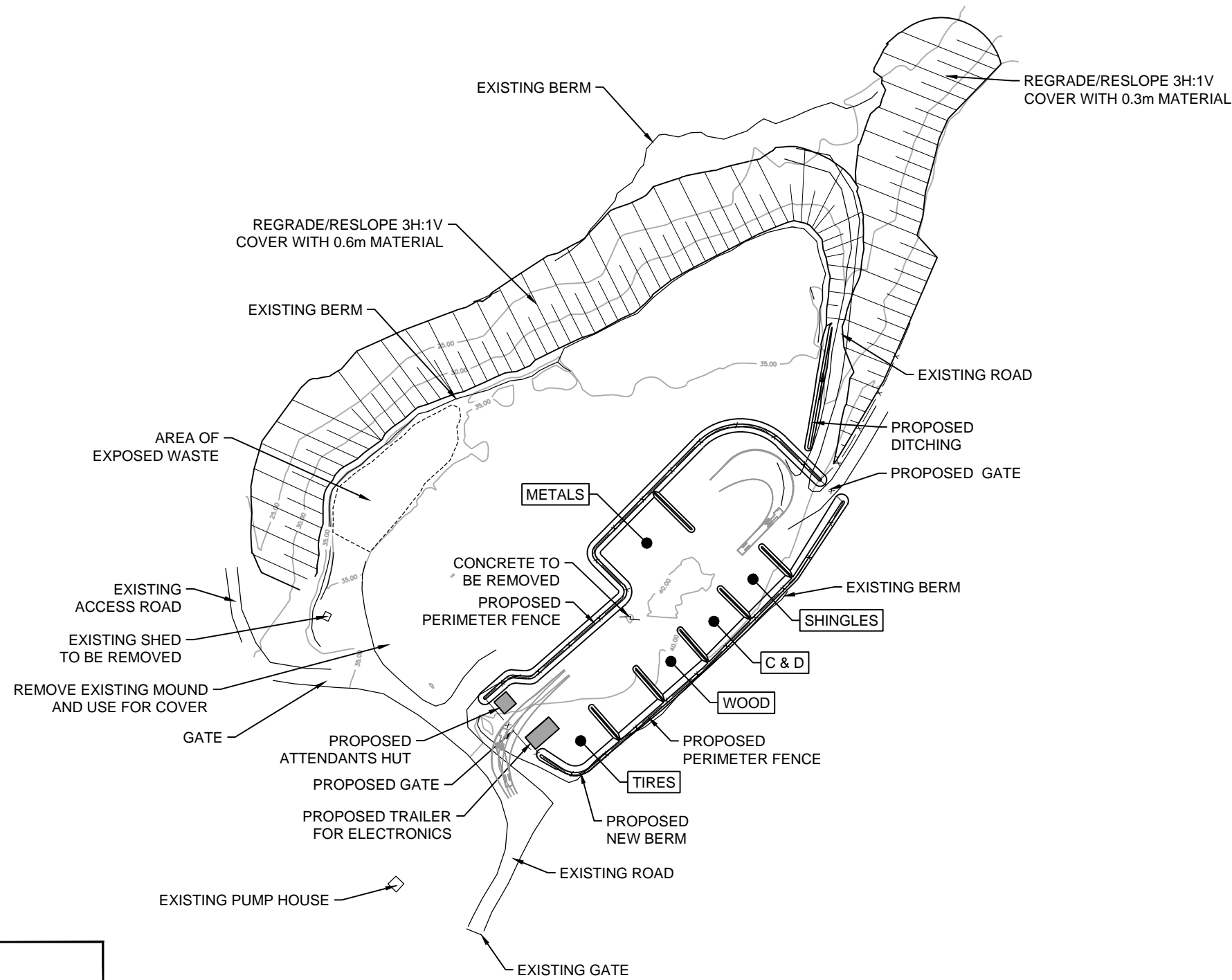
Class D Cost Estimates

Site 1 - Existing Bell Island Waste Disposal Site				
Item	Unit	Quantity	Cost	Total
Purchase of Property	Acre	0	\$ 15,000.00	\$ -
Clearing	Ha	0	\$ 10,000.00	\$ -
Grubbing	Ha	0	\$ 10,000.00	\$ -
Imported Fill - Berm	m ³	2000	\$ 30.00	\$ 60,000.00
Access road upgrades	m	0	\$ 100.00	\$ -
MG3 for Access Road	m ³	150	\$ 60.00	\$ 9,000.00
MG3 for Site	m ³	1500	\$ 60.00	\$ 90,000.00
Fencing	m	400	\$ 250.00	\$ 100,000.00
Gate	ea.	2	\$ 2,500.00	\$ 5,000.00
Additional Grading	hr	24	\$ 150.00	\$ 3,600.00
Power Installment	km	0.1	\$ 30,000.00	\$ 3,000.00
Water supply	L/S	1	\$ 10,000.00	\$ 10,000.00
				\$ 280,600.00

Site 2 - Site Above Scotia Pier				
Item	Unit	Quantity	Cost	Total
Purchase of Property	Acre	2.5	\$ 15,000.00	\$ 37,500.00
Clearing	Ha	1	\$ 10,000.00	\$ 10,000.00
Grubbing	Ha	0	\$ 10,000.00	\$ -
Imported Fill - Berm	m ³	2000	\$ 30.00	\$ 60,000.00
Access road upgrades	m	400	\$ 100.00	\$ 40,000.00
MG3 for Access Road	m ³	400	\$ 60.00	\$ 24,000.00
MG3 for Site	m ³	1500	\$ 60.00	\$ 90,000.00
Fencing	m	400	\$ 250.00	\$ 100,000.00
Gate	ea.	1	\$ 2,500.00	\$ 2,500.00
Additional Grading	hr	120	\$ 150.00	\$ 18,000.00
Power Installment	km	0.4	\$ 30,000.00	\$ 12,000.00
Water supply	L/S	1	\$ 30,000.00	\$ 30,000.00
				\$ 424,000.00

Site 3 - Crown Land Site				
Item	Unit	Quantity	Cost	Total
Purchase of Property	Acre	2.5	\$ 15,000.00	\$ 37,500.00
Clearing	Ha	1	\$ 10,000.00	\$ 10,000.00
Grubbing	Ha	1	\$ 10,000.00	\$ 10,000.00
Imported Fill - Berm	m ³	2000	\$ 30.00	\$ 60,000.00
Access road construction	m	20	\$ 300.00	\$ 6,000.00
MG3 for Access Road	m ³	20	\$ 60.00	\$ 1,200.00
MG3 for Site	m ³	1500	\$ 60.00	\$ 90,000.00
Fencing	m	400	\$ 250.00	\$ 100,000.00
Gate	ea.	1	\$ 2,500.00	\$ 2,500.00
Additional Grading	hr	160	\$ 150.00	\$ 24,000.00
Power Installment	km	0.3	\$ 30,000.00	\$ 9,000.00
Water supply	L/S	1	\$ 30,000.00	\$ 30,000.00
				\$ 380,200.00

APPENDIX E: SITE 1 CONCEPTUAL DESIGN



LEGEND
 — 30.00 — EXISTING GROUND CONTOUR

NOTES:
 1. ALL DIMENSIONS ARE IN METERS.
 2. DO NOT SCALE FROM FIGURE.
 3. THIS FIGURE IS INTENDED TO SHOW RELATIVE LOCATIONS AND CONFIGURATION OF THE STUDY AREA IN SUPPORT OF THIS REPORT.
 4. ALL LOCATIONS, DIMENSIONS, AND ORIENTATIONS ARE APPROXIMATE.
 5. THIS FIGURE SHOULD NOT BE USED FOR PURPOSES OTHER THAN THOSE OUTLINED ABOVE.
 6. THIS FIGURE CONTAINS INTELLECTUAL PROPERTY OF CLIENT NAME AND MAY NOT BE REPRODUCED OR COPIED WITHOUT THEIR WRITTEN CONSENT.

Client:
 Eastern Regional Services Board

Wood
 Environment & Infrastructure Solutions
 133 Crosbie Road
 St. John's, NL A1B 4A5
 709-722-7023



Drawn by:
 M. Engram

Approved by:
 C. Smith

Scale:
 As Shown

Project:
 Bell Island

Title:
 Site Plan

Date:
 February 20, 2019

Project No.
 TF1872728

Rev. No.
 2

Figure No.
 1

APPENDIX F: EA RESPONSE TO BELL ISLAND WASTE RECOVERY FACILITY

File Ref No. 200.18.0099:0234

February 04, 2019

Mr. Clifford G. Smith
Wood PLC
St. John's, NL

For: Waste Recovery Facility
At: Bell Island
From: Eastern Regional Services Board

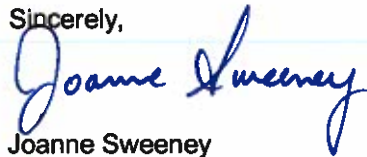
Dear Mr. Smith :

This application was referred to the Environmental Assessment Division and it has been determined that registration is NOT required under Section 47 of the Environmental Protection Act, SNL 2002, cE-14.2.

Please be aware that this Department must be notified of any significant changes to the undertaking. All proponents are required to comply with all relevant legislation including permits and approvals from this Department and any other municipal, provincial or federal regulatory authorities.

If you have any questions regarding this matter please contact John Reynolds, Environmental Scientist at (709) 729-0090 or johnreynolds@gov.nl.ca.

Sincerely,



Joanne Sweeney
Director (A)
Environmental Assessment Division

**Draft Pretender Estimate
Bell Island Waste Disposal Site Closure and Waste Recovery Facility Construction**

	Unit	Quant.	Cost	Total
01010				
Mob & Demob	LS	1	\$10,000.00	\$ 10,000.00
01580				
Project Signs	LS	1	\$1,000.00	\$ 1,000.00
01582				
Type A Sign - WDS Closure	Ea	4	\$200.00	\$ 800.00
Type A Sign - WRF Construction	Ea	8	\$200.00	\$ 1,600.00
Type D Signs - WDS Closure	Ea	1	\$1,000.00	\$ 1,000.00
Type D Signs - WRF Construction	Ea	1	\$1,000.00	\$ 1,000.00
02111 - WDS Closure				
Excavator	hrs	240	\$120.00	\$ 28,800.00
Dump Truck	hrs	100	\$85.00	\$ 8,500.00
Labourer	hrs	160	\$25.00	\$ 4,000.00
02215 - WRF Construction				
Excavator	hrs	40	\$120.00	\$ 4,800.00
Dump Truck	hrs	20	\$85.00	\$ 1,700.00
02233				
Type I Granular Base	m3	1220	\$40.00	\$ 48,800.00
Type III Imported Backfill - WRF Construction	m3	7300	\$15.00	\$ 109,500.00
Type III Imported Backfill - WDS Closure	m3	9000	\$15.00	\$ 135,000.00
02224				
Excavator - Site Ditching	hrs	10	\$140.00	\$ 1,400.00
02434				
Supply & Placement of 2 - 600 culvert	m	12	\$250.00	\$ 3,000.00
02831				
Supply and Erection of Chain Link Gates	Ea	2	\$1,500.00	\$ 3,000.00
Supply and Erection of Chain Link Fence	m	410	\$150.00	\$ 61,500.00
Building				
Construct Septic Field	LS	1	\$10,000.00	\$ 10,000.00
Construct Attendant's Building	LS	1	\$30,000.00	\$ 30,000.00
Connect to water supply	LS	1	\$12,000.00	\$ 12,000.00
Connect to electrical service	LS	1	\$5,000.00	\$ 5,000.00
			Sub-total	\$ 482,400.00
			HST	\$ 72,360.00
			Total	\$ 554,760.00



DRAFT STRATEGIC PLAN 2018-2022

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Background

The Eastern Regional Service Board (the “Board”) was charged with implementing the regional plan developed by its predecessor committee – Eastern Waste Management for the 169 communities and 270,000 people in the eastern region. The plan was developed to accomplish three broad goals:

- advance the implementation of modern waste management practices,
- divert materials from disposal in the landfill, and
- close the 42 community landfills that operated in the region.

As of December 31, 2018, all community landfills have been operationally closed in accordance with the Eastern Regional Plan. The Province has chosen the Robin Hood Bay facility to be the focus for landfill and diversion services/facilities. The City of St. John’s operates the Robin Hood Bay facility for the benefit of the region.

While many of the larger urban communities have dedicated waste fleets, for the most part the smaller municipalities, local service districts and unincorporated areas have regional service delivery provided by the Board. The regional service allows for an efficient and effective collection, transport and diversion of waste materials. The Board provides direct service to approximately 29,000 households and businesses. This includes weekly waste collection, biweekly recyclables collection (fiber and containers), and regular bulk garbage collection events.

In addition to the roadside/curbside collection, the Board also operates a series of waste recovery facilities throughout the region and a transfer station in Clarendville to ensure that residents have ready access to services and facilities to dispose of household bulk items. Throughout the year, household hazardous waste collection events take place to allow residents to properly dispose of these hazardous materials.

Operations are overseen by a board of twenty municipal government representatives led by a chairperson appointed by the Province. These twenty members are either nominated by their respective Council or are elected by the Councils in a sub region to represent the sub region on the Eastern Regional Service Board. The map on the following page illustrates the representation for each area in the eastern region.

The Board has partnered with the Province to provide water and waste water system operating consulting advice to 18 communities. Many of these communities have been experiencing long standing boil water advisories and the assistance of an expert resource should help them address these issues and remove the boil water advisory. This was implemented as a 3 year pilot project.

Under the authority granted to the Board in 2016 it has contracted the Town of Holyrood to provide fire and emergency services to an unincorporated area along Salmonier Line.

The Board supports four joint councils that have been established to promote the cooperation of municipalities on sharing services, working together and sharing of information to better municipal service delivery in the region. Another four of these joint councils is in development for areas currently not working together through a formal group of municipal leaders.

Influencing Factors in Planning Horizon

Within the planning horizon for this strategy there will be increased pressure on Government to reduce costs. The 2018 Report of the Provincial Auditor General and the Independent Tax Review Committee both highlight the milestone of highest provincial debt in history of \$14.7 billion at March 31, 2018. It is also noted that returning to surplus as targeted is also at risk as it depends on many assumptions. The realization of these assumptions is challenging with population decreases, lower capital investment and planned deficits projected into 2022-2023. The policy choices that will be available to government will be few in terms of significant cost reductions that avoid huge layoffs which Government has committed not to do. On the opposite side of the ledger there is little room to increase taxes based on the Tax Review Report.

As a Board and as municipalities we need to plan on a flattening of the waste volume as things such as commercial activity flatten and residential home construction contracts (metro down 17% in 2018). Retail growth seems to have slowed but it is sustaining itself which should correlate with a softening of waste volumes. A dramatic decline is not envisioned and any reductions should be further backstopped when the Burin Peninsula and Bonavista Peninsula begin using the Regional Integrated Waste Management Facility at Robin Hood Bay and by the urbanization of the population to larger centers – mainly benefiting the east coast.

The Province has signaled that it will be moving forward with implementation of pilot projects for regional governance sometime in the future. While this subject has been studied comprehensively over the past 30 years there has been very little movement towards new governance structures. The Independent Tax Review Committee recommended that a minimum level of property taxation be implemented in unincorporated areas of the province for fairness and equity reasons. This will not be met with acceptance in those unincorporated areas.

The Province has announced its intention to review the fee structure and service levels of the Board as well as a review of the Provincial Waste Management Strategy.

The fee policy and service level, regional governance, and waste management strategy review means that the current service delivery mandate of the regional service boards may change in the near future.

The Table below is the result of a survey that the Board conducting of municipal leaders in the eastern region. A total of 36 respondents completed the survey and this included municipal leaders across the region and our Board members. The top three services that the majority of municipal leaders thought should be delivered on a regional basis are services that ERSB already provides or has recently started to provide. The interesting aspect is the next three services that people thought should be regionalized are Regional Planning, Transportation and Municipal Enforcement.

Regional Service	% Choosing
Joint Council Support and Coordination	30
Fire and Emergency Services	26
Water and Waste Water Treatment	24
Regional Planning	22
Transportation	21
Municipal Enforcement	20
Snow Clearing & Road Maintenance	17
Economic Development	17
Recreation and Facility Management	16
Engineering Services	16
24/7 Dispatch and Information Services (call ce	15
Building Inspection	14
Animal Control	13
Public Libraries	9

Vision

Vision Statement:

“The vision of the Eastern Regional Service Board is to improve the quality of life, provide leadership and to protect the environment in the eastern region by ensuring cost effective, sustainable services.”

Strategic Directions

The following four pillars form the strategic plan for 2018-2022. Pillars are the foundational aspects of the organization that we need to focus on for success. Each of the pillars contains objectives and tangible goals that will contribute to building or improving that pillar in the manner that the Board sees as important and necessary for success. The objectives and goals are the guidance that the Board provides to staff.

Focused on Service Delivery

Continue the modernization of waste management, options to protect the environment and development of waste as a resource:

- Study options to divert more materials from landfill disposal.
- Outreach to commercial and industrial sector to improve percentage of waste diverted from landfill
- Outreach to communities that do not have curbside recycling to encourage adoption of a program
- Study illegal dumping in eastern region and develop communications plan in partnership with others
- Study new technologies to manage waste and derive benefits from the waste stream

Continue to engage communities on fire and emergency protection

- Make communities aware of the option of fire and emergency protection through the Board
- Support communities to improve fire and emergency protection services
- Develop knowledge base of organization in fire and emergency protection through consultation, education and promotion of service.

Continue to work with Province to improve quality of drinking water and treatment of wastewater

Regional Leader and Facilitator

Development and support of joint councils across the region

- Work with municipalities and local service districts to develop joint councils in areas that are not currently working with a joint council cooperative and consultative group.
- Develop proposals for shared services, regional service delivery, cooperation amongst members on initiatives and services as required for joint councils.

Explore regional funding mechanisms to support municipality owned regional assets

Development of a transportation committee for region

Explore creation of regional plans (economic, transportation, land use/zoning, tourism)

Fiscally Responsible and Responsive to Customers

Organizational capacity development with a focus on fiscal responsibility and customer service

- Improvement of financial system, policies and procedures.
- Development of customer relationship management and service technology, processes and practices supported by additional training.
- Develop a performance measurement framework for key components of service and organization for reporting purposes.
- Study options for staff performance frameworks, flexible work schedules, staff development and succession planning.
- Initiatives to enhance the brand and awareness under the eastern regional service board brand/concept.

Effective Organization with Good Governance

Focus on the governance of the Board – accountability and transparency

- Review governance structure of the Board
- Review process for Chairperson and Vice Chairperson selection
- Study the use of Board support technology to increase communication and engagement of residents of eastern region.

Monitoring of Strategic Plan

The Annual Report of the Board will address the specific steps that have been taken over the period of the annual report to the strategic pillars. The objectives and goals will be reported on and any activities that have been completed to contribute to the strategic pillar.

An annual report and submission of audited financial statements for the Board is required to be published each year and received by the Province before the end of June.

The Strategic Plan will provide a context and objectives for the activities that are undertaken throughout the year.

MAR 08 2019

COR/2019/00701-02

Mr. Ed Grant, Chair
Eastern Regional Service Board
255 Major's Path, Suite 3
St. John's, NL A1A 0L5
E-mail: info@easternwaste.ca

Dear Mr. Grant:

Ed.

Further to my letter of February 8, 2019, which provided direction with respect to cabins on un-serviced roads and my subsequent letter of February 27, 2019, regarding the discontinuation of waste collection services for roads where the Eastern Regional Service Board (ERSB) experiences challenges in delivering waste collection services, I am writing to provide further direction on this matter.

To this end, I am directing that the ERSB submit a plan by **April 1, 2019** to implement additional changes to its Service Delivery Policy for waste collection, such that **waste collection services and respective fees will no longer be mandatory for any individuals who own a secondary residence on any road that is not serviced, directly or indirectly, by a level of government.** It is my position that these property ownership criteria could be verified by the provision of a tax or fee invoice from a municipality or a local service district for the primary residence.

To further clarify, the directive does not apply to properties on roads maintained by the Provincial Government, a municipality, or a local service district, but would apply to roads maintained solely by other groups (e.g. cabin owners) on a voluntary basis.

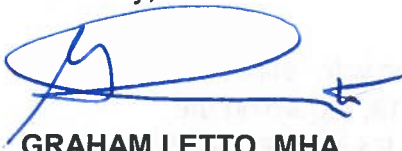
In addition, I am also directing ERSB in its implementation plan for these Service Delivery Policy changes, to ensure that there is **no resulting fee increase for its remaining clients.**

At the same time, I am also ordering a special audit regarding ERSB's waste collection services and associated fee-setting practices, in accordance with section 34(3) of the *Regional Service Boards Act, 2012*. Department officials will provide further detail on how this audit will be conducted in the coming days.

Finally, I also acknowledge that these issues regarding service delivery and fee structures will be addressed on a provincial scale through the comprehensive review of the Provincial Solid Waste Management Strategy, announced in January 2019. Stakeholder consultation will be a part of this review, and I expect ERSB will participate fully in this review.

Thank you for your attention to this matter, and I look forward to working with you to implement these next steps in the very near future.

Sincerely,



GRAHAM LETTO, MHA
District of Labrador West
Minister of Municipal Affairs and Environment

/jl

cc: Honourable Premier Dwight Ball



March 13th, 2019

The Honourable Graham Letto, MHA
Minister of Municipal Affairs and Environment
Government of Newfoundland and Labrador
PO Box 8700
St. John's, NL
A1B 4J6

“The aim of argument or of discussion should not be victory, but progress.” – Joseph Joubert

Dear Minister Letto:

After receiving your letter of February 8th, I met with you and your Deputy Minister to clarify your definition of un-serviced roads. In that meeting you indicated the roads in question were only those roads ERSB could not service year-round. You specifically mentioned “seven roads”, and asked for us to provide you with that list as soon as possible. We did just that, published the list, notified those residents and issued refunds. At that same meeting we also discussed general implications of your directive. We were assured the list of roads we discussed was the full extent of un-serviced roads and any further issues would be directed to the ongoing review of the Provincial Waste Management Strategy. It now appears you could not make such a commitment, and in your subsequent letter of February 27th you mentioned a further Departmental review of all roads in the region. So, we now acknowledge your additional directives of March 8th.

As we have stated repeatedly and it was expressed again in our most recent face-to-face meeting, Government originally directed the Board to provide service in these areas, and Government can subsequently change that directive (as is now the case).

However, it is unfortunate the issue could not have been clarified in our meeting of February 13th, because your latest directives seem to be coming from COATT and a group of MHAs who met on March 4th. This is in contrast to the positive cooperation you and I have had in recent weeks. COATT is now claiming on social media they have directed Government's position on these issues. This group is unelected and represents only a small fraction of our client base. Many others will be impacted by your directives, and their views have not been considered. This is rather disconcerting to our Board, which as you know is made up of 20 elected municipal representatives.

Per your letter, you directed ERSB to submit a plan by April 1st to implement the further changes outlined on March 8th. To that end, we need immediate clarification of the following points and time to consult with various stakeholders to fully develop a plan, including our employees, contractors and clients.

First, the following issues need your clarification:

1. Can secondary properties in municipalities, local service districts or unincorporated areas with roads maintained by government opt out of the regional waste management system? If these properties are only used seasonally, are they required to pay the fee regardless?
2. The LSD of Deer Park/Vinland Road is an unusual situation. As we understand it, they created an LSD for the specific purpose of collecting road fees. Their roads are maintained by the LSD, without support from the Provincial Government. Can these properties opt out?

Secondly, the following issues require consultation and consideration:

JOB LOSSES

We estimate your new directive will result in the elimination of upwards of 15-20 jobs. This takes into account the impact on the employees of our contractors and our own internal and external staff. The vast majority of these anticipated layoffs will be in rural parts of our region, with a smaller number in our head office in St. John's. We will examine the various human resource options and the reworking of contracts to minimize the overall impact on people and families.

ENVIRONMENT IMPACT

We anticipate your new directive will have a negative impact on our environment. It will present a real problem with the improper disposal of bulk waste by illegal dumping in these areas, as was the case in the past. We will consider how this can be minimized.

FINANCIAL IMPLICATION AND IMPACT

We anticipate the financial and logistical impact of your directives will be significant. Opting out of the service will reduce revenue, but will not curb costs.

The cost of a contractor providing service in an area where residents opt out does not change. Equipment, wages, fuel costs would be the same. Operationally, determining just who is in and who has opted out on roads with no names and civic addresses is problematic if not impossible at curbside.

As an example, if hypothetically there are 200 properties in a particular area, we pay the contractor approximately \$20,000. If going forward, only 100 residents pay for the service, the cost will remain the same, but we will have reduced the revenue by allowing properties to opt out.

In addition, our experience shows that many residents would avail of the service, specifically bulk waste collection, by putting material at one of the nearby properties that have opted in.

Again, the cost of collecting, transporting and disposing of this waste must be borne by all the other users (without any cost recovery or fee increase).

CONSULTATION

We anticipate your new directives will have significant impacts on other users as previously mentioned. Municipalities and LSD's in particular can expect more waste to be disposed at their curbside, stemming from secondary properties. This was the case in the past, particularly those communities near un-serviced areas. Ultimately, as a result, these communities will be required to face higher tipping fees and collection fees to support the regional waste management system.

As previously noted, we anticipate these issues will be a major concern for them, and we will, in the spirit of consultation, endeavour to solicit their feedback on this operational change before we submit an operational plan to your department.

With all things considered (and for clarification), the Board's position at this point is to discontinue waste collection services for any road that is not serviced, directly or indirectly, by a level of government. We recognize this will mean contracts will have to be cancelled/adjusted, and permanent residents will have to find other alternatives waste collection methods. After we complete the consultation noted above, we will confirm our final position/plan.

SPECIAL AUDIT

With regards to the ordering of a special audit, we welcome Departmental officials reviewing our waste collection services and associated fee-setting practices. I must say though, to include this point in your letter to me and 20 elected officials is particularly insulting and clearly infers you question the Board's ability to operate and be transparent.

On what I expect will be a more positive note from your perspective, I have informed the Board that they should start the process of identifying a replacement Chair pursuant to the *Regional Services Board Act*. Government's lack of support for the Provincial Waste Management Strategy has led to my decision. The ERSB has been a leader in the implementation of the Strategy and has made a positive impact in the region. Unfortunately, all efforts to work collaboratively with government has been rebuffed. Fortunately, we have made tremendous progress with our clients, my Board colleagues, joint councils and communities in the region.

Minister, we need a reply to the questions we raised above before we can finalize our plan. We look forward to your response.

Sincerely,



ED GRANT
Chairperson

All Board Members
Eastern Regional Service Board
255 Majors Path
St, John's, NL

March 20, 2019

Dear Fellow Board Members,

I hereby resign the position of Chair effective next Wednesday, March 20th.

By now my reasons are well known – frustration with and lack of support from Government. With that said, I take satisfaction at what was accomplished over the last six years and often wonder just what might have been achieved with Government support.

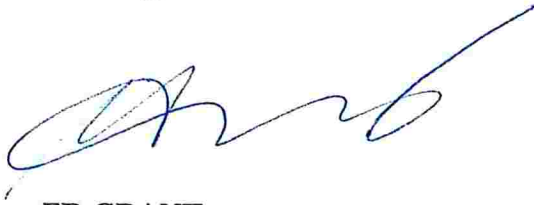
Overall my experience was a positive one -the dedication and professionalism of our Board and staff was exemplary and maintained to the highest standard.

Board members, past and present, have shown commitment and dedication to do the right thing, sometimes at their own political expense. Thank you.

Our staff, both management and front line, have always acted professionally and to the highest standards even in the face of some trying experiences. Thank you.

To all, keep up the good work.

Sincerely,



ED GRANT

Chairperson

Eastern Regional Service Board

THOSE WHO RESPONDED TO MOTION TO APPOINT MAYOR HAROLD MULLOWNEY AS CHAIR OF THE BOARD OF DIRECTORS

MOTION: *“BE IT RESOLVED that Mayor Harold Mullooney be appointed Chair of the Eastern Regional Service Board effective immediately.”*

(Motion sent by e-mail to the Board of Directors on Wednesday, March 21, 2019)

IN FAVOUR

(Alphabetical order)

Danny Breen
Glenn Clarke
Wally Collins
Ian Froude
Sandy Hickman
Dave Lane
Kevin McDonald
Harold Mullooney
Sheilagh O’Leary
Peggy Roche
Deanne Stapleton
Lucy Stoyles
Gerard Tilley
Sam Whalen
Sterling Willis

AGAINST

(Alphabetical order)

None

NO RESPONSE

(Alphabetical order)

Bill Bailey
Hope Jamieson
Jamie Korab