

EASTERN REGIONAL SERVICE BOARD

Minutes of Meeting #45

September 28, 2016

7:00 p.m.

Fairfield Inn & Suites by Marriott

199 Kenmount Road, St. John's

In Attendance:

Ed Grant, Chairperson
Dave Aker, Mount Pearl
Bill Bailey, Clarenville & Isthmus
Danny Breen, St. John's
Wally Collins, St. John's
Joy Dobbie, Trinity Bay South & Isthmus East
Ron Ellsworth, St. John's
Sandy Hickman, St. John's
Harold Mallowney, Vice Chair/Southern Shore
Dennis O'Keefe, St. John's (Late 7:15 p.m.)
Art Puddister, St. John's
Peggy Roche, Small Metro
Gordon Stone, Trinity Conception North
Gerard Tilley, Conception Bay South
Sam Whalen, Bay Roberts
Sterling Willis, Paradise

Regrets:

Jonathan Galgay, St. John's
Tom Hann, St. John's
Dave Lane, St. John's
Bruce Tilley, St. John's
Vacant, Southwest Avalon

Other Attendees:

Ken T. Kelly, CPA, Chief Administrative Officer
Lynn Tucker, Manager Corporate Services
Christie Dean, Manager Waste Operations
Stephen Colford, Manager Waste and Recycling Division, City of St. John's
Andrew Niblock, Director, Public Works, City of St. John's

1. Call to Order

Mr. Grant, Chairperson, called the meeting to order at 7:00 p.m. Mr. Grant welcomed members back following the summer break.

2. Adoption of Agenda

It was moved and seconded (H MULLOWNEY/G TILLEY) to adopt the agenda as tabled.
MOTION 2016-054: Carried (unanimously)

3. Review of Minutes – July 6, 2016

It was moved and seconded (G Stone/B Bailey) that the minutes of the July 6, 2016 meeting of the Eastern Regional Service Board be adopted as tabled.
MOTION 2016-055: Carried (unanimously)

4. Committee Reports

a) Finance & Audit Committee – Meetings held September 8 & 22 – D Breen, Chairperson

- i. **Declaration of Conflict of Interest:** Mr. D. Breen declared a conflict of interest for the next agenda item – Ratification of Email Vote for Award of Provision of Group Benefits and will not participate in the discussion or vote.
- ii. **Ratification of Email Vote – Award of Provision of Group Benefits – Mr. Aker** noted that an email was sent out on September 14, 2016 requesting an email vote regarding the provision of group benefits (Appendix A). Members responded and the motion was approved. Tonight we are ratifying this vote at a public meeting. As outlined in the email, the group benefits program was up for renewal and the existing provider had provided a renewal with an increase in premiums. We reviewed the renewal and the current amount being paid out by the provider in benefits and concluded that the increase was not warranted. A tender was prepared and issued that resulted in a 31% decrease in premiums versus the proposed renewal amount with no change in coverage.

It was moved and seconded (D Aker/S Whalen) that Eastern Regional Service Board ratify the email vote approving the awarding of the provision of group benefits to Medavie Blue Cross for a monthly premium of \$4,302.37 for 12 months beginning November 1, 2016.

**MOTION 2016-056: Carried (In Favour - 15 members)
Abstained from Vote: D. Breen**

- iii. **Board Expenditures Report** – Mr. Breen directed members to the cheque registers and payroll summaries for July and August 2016 included in tonight's meeting package (Appendix B). In addition, the *Statements of Account* from Canada Revenue Agency for the Board's payroll remittances for July and August 2016 have been included. No issues have been noted.

It was moved and seconded (D Breen/D Aker) that Eastern Regional Service Board accept the board expenditures (cheque registers and payroll summaries) for July and August 2016 as tabled.

MOTION 2016-057: Carried (unanimously)

- iv. Award the Tender to Operate the Old Perlican Waste Recovery Facility** – Mr. Breen directed members to the briefing note included in tonight’s meeting package (Appendix C). This tender is for the operation of the waste recovery facility located in Old Perlican which is the only facility that we contract out the operation.

This site had been contracted out for five (5) years with the contract expiring on March 31, 2016. We continued month-to-month since that date until we could resolve an issue with the Town of Old Perlican regarding an agreement for the use of the land for the waste recovery facility.

Only two (2) bidders picked up the tender and only one (1) bidder submitted a bid. The bid received was for \$519,570.00 including HST for three (3) years. This is an increase in the annual base bid from \$95,617.77 to 150,600.00. In the last tax year the municipality of Old Perlican has assessed a flat business tax on the contractor at a rate of \$10,000 per year. The contractor has built that additional cost into his tender price going forward. If we take the current base contract price and increase it by 10% per year, then add the \$10,000 business tax we get a total base price of \$149,994 before HST. This is very close to the tendered price.

It was moved and seconded (D Breen/D Aker) that Eastern Regional Service Board award the contract for the operation of the Old Perlican Waste Recovery Facility to Coish’s Trucking & Excavating Ltd. for the sum of \$519,570.00 (including HST) for 36 months beginning October 1, 2016.

MOTION 2016-058: Carried (unanimously)

- v. Award Tender for Multi-Stream Waste Collection for Isthmus and South West Arm South Area** – Mr. Breen directed members to the briefing note included in tonight’s meeting package (Appendix D). He continued that the Isthmus and South West Arm South contract expired and was extended for an additional year because the price at the time was very competitive. The lowest bid represents a cost of approximately \$98.76 per household annually before HST. This price is in line with the prices we have achieved in other recent tenders and is lower than the cost of delivering service internally.

Staff are recommending that the Board award the contract to the lowest bidder pending the completion of due diligence with regards to a waste hauler’s permit to operate, worker’s compensation coverage, auto insurance and fleet requirements.

It was moved and seconded (D Breen/P Roche) that Eastern Regional Service Board award the tender for multi-stream waste collection to Around the Bay Disposal Inc. for the sum of \$1,297,299.02 (including HST) for 45 months beginning January 1, 2017.

MOTION 2016-059: Carried (unanimously)

Mr. Grant noted that the contracted price is lower than delivering the service internally; however, it is because we are able to provide the service internally that we are seeing such good prices from bidders.

Mr. Kelly noted that currently the Board services about 30,000 households. Approximately 22,000 are serviced by contractors while the remaining 8,000 are serviced internally.

vi. Discussion of MMSB Proposal to Implement a Landfill Fee (Waste Transportation Subsidy)

– Mr. Grant directed members to the briefing note and related documents provided in tonight’s meeting package (Appendix E). He continued that all the regional service board chairpersons were recently invited to attend a meeting in Norris Arm hosted by the Multi Materials Stewardship Board (MMSB). The meeting was convened to discuss the inequalities present in the current regional structure that favours the host regions (regions that have a landfill and associated infrastructure) and in particular communities that are closer to the regional landfills such as the City of St. John’s and immediate environs.

As members will see in the attached report, the MMSB has captured the cost of transporting waste from the non-host regions to the two respective landfills at approximately \$3 million. This is the cost after the material reaches a transfer station in a non-host region and is ready for long-haul transportation to a landfill in a host region. This is being presented as an operational cost that is a province-wide issue and not as a Provincial Government issue.

Following the meeting at Norris Arm, a letter was forwarded to MMSB outlining the Board’s concerns with this proposal (Appendix E). All members would have received a copy last week.

According to the MMSB proposal the preferred approach to funding the transportation subsidy is a landfill fee on all waste destined for the regional landfills. The proposed amount was \$15 per metric tonne on a projected total province-wide disposal amount of 400,000 metric tonnes which equates to an annual fund of \$6 million. The additional funds collected will be administered by MMSB for diversion projects across the province.

The proposed levy will not only fund transportation but the rising costs of landfill disposal will encourage the development of alternatives as diversion becomes more financially feasible as the cost of landfilling increases.

Mr. Grant concluded that he found it interesting that the Chairperson for the Western Region informed attendees that the Western Regional Service Board made the decision not to build

a landfill and that it was less costly for the region to truck their waste to Central Newfoundland even without a transportation subsidy.

General discussion ensued with the following points:

- The only way that communities in the Eastern region will pay this fee is if it is legislated.
- Why allow the MMSB to add a tax and/or fee to tipping fees. That seems to be outside their mandate. In addition, where will this stop? Will it be a \$15 fee or will it rise to \$20, \$30, etc.
- This is a matter of great concern for every community in the Eastern region.
- The commercial sector will be hit hardest by this landfill tax.

Mr. Kelly noted the following:

- This proposed landfill fee is a very easy sell for the MMSB to the Provincial Government. This can be packaged as good for the environment. For example, the Eastern Region has not met its diversion targets and its tipping fees remain low. This will possibly force more diversion.
- The MMSB's finances are integrated with the Provincial Government's financial statements; therefore, this plan will generate additional revenue for a government that is experiencing financial difficulty.
- The Board needs to ensure that it clearly communicates its message to MMSB as well as the Provincial Government. This is not a positive thing for the Eastern region and we must do what we can to ensure that the MMSB is not provided the authority to adjust the tipping fees.

Mayor O'Keefe informed members that he, the Deputy Mayor and senior staff of the City of St. John's would be meeting with Caucus Members of the House of Assembly tomorrow, September 29. This item will be on the agenda for that meeting as the City of St. John's is not in favour of this transportation subsidy. In addition, Mr. O'Keefe continued that he has spoken with Mr. Whalen, President of the St. John's Board of Trade and they are very upset with this proposal as it will have a huge impact on their members as well as on the cost of living for residents of the city.

Members agreed that it would be best for all communities in the Eastern Region to take collective action on this item through the Board. This would have the greatest impact.

Mr. Grant stated that the Eastern Region consists of 163 communities and over one-half of the province's population. He proposed that the Board send a letter to every community in the region requesting their support in this matter.

Mr. Aker noted that this seems to be a tax to fix the inefficiencies in Central Newfoundland's waste system. He concluded that the City of Mount Pearl will not support the proposed landfill fee.

Mr. Grant reiterated that the Board must be proactive on this issue.

General discussion ensued with the following points:

- This landfill fee is not about MMSB but is about lowering the tipping fees for Central and Western regions. The tipping fee in Eastern is much lower than in other regions and this landfill fee will significantly increase the tipping fee. For the other regions, they will receive the transportation subsidy.
- The Board should go public and keep the message simple – MMSB expects residents of the Eastern Region to subsidize all other regions in the province for waste disposal services.
- This issue should be raised at the upcoming meeting of Municipalities Newfoundland and Labrador.
- The Eastern region Joint Councils should be informed and involved.
- The Board should do media interviews and hold a press conference.
- This is a tax grab that the Eastern region cannot afford.
- A letter should go to every community requesting a letter of support or minute of a Council meeting outlining the community's position and/or support for the Board on this proposed landfill fee.

**It was moved and seconded (P Roche/G Tilley) that the Eastern Regional Service Board will write every community in the Eastern Region to provide this information to them as well as to request either a letter of support or a minute of a Council meeting outlining the community's objection to the proposed MMSB landfill fee/waste transportation subsidy.
MOTION 2016-060: Carried (unanimously)**

- vii. **Salary for Board Clerk and Outreach Coordinator** – Mr. Breen noted that this item was discussed at both the Finance & Audit Committee as well as at the Governance Committee. He asked Mr. Mullaney, Chairperson of the Governance Committee to provide the report.

b) Governance Committee – Meeting held September 13 – H Mullaney, Committee Chair

- i. **Salary for Board Clerk and Outreach Coordinator** – Mr. Mullaney directed members to the briefing note provided in tonight's meeting package (Appendix F).

As members will recall the Governance Committee reviewed 109 applications for this position and five (5) candidates were interviewed. In early August an offer was made to the preferred candidate for the position and it was declined. A conversation with the preferred candidate revealed that the main issue was salary and that a second offer would be considered if one was made.

Other feedback was that the offer at the top of the salary scale was appreciated; however, it did not leave any room for growth. The initial offer was for an annual salary of \$61,490.

In development of the salary grid the combination of the two positions made comparisons difficult on a straight position-to-position basis. A competency based comparison was not used to rate the position and determine the pay grade. The consultant looked for similar positions in other municipal organizations in Newfoundland.

In the briefing note you will see the salary for the Board Clerk and Outreach Coordinator position that was developed and you will also see the salary scale for the position of Field Operations Officer. We think that in light of the process we went through and the feedback that we should consider increasing the salary grid to that of the Field Operations Officer. The salary grid should be more attractive and allow us to hire the right person for the position.

Mr. Mullaney continued that both the Governance and Finance & Audit committees agreed on increasing the salary scale and, therefore, a motion to this will be made. However, a second issue was raised and that is whether the Board should make a second offer to the preferred candidate or if the Board should start the process over again.

It was moved and seconded (H Mullaney/S Whalen) that the Eastern Regional Service Board approve the adjustment of the salary grid that was adopted for the position of Board Clerk and Outreach Coordinator to be the same as the salary grid for the position of Field Operations Officer.

MOTION 2016-061: Carried (unanimously)

Mr. Mullaney asked for feedback regarding the second issue of whether or not to go back to market again or make an offer to the preferred candidate.

Mr. Grant noted the issue with the preferred candidate wasn't so much the salary as it was the lack of room for growth financially.

Mr. Whalen stated that the Board has spent a lot of time on this process already and has identified a preferred candidate that seems to be a great fit for this position. We should offer the preferred candidate the position again with the new pay scale and if the candidate declines, then we should go back to market.

It was moved and seconded (P Roche/S Whalen) that the Eastern Regional Service Board make another offer for the position of Board Clerk and Outreach Coordinator to the preferred candidate with the new pay scale. If the preferred candidate declines the position, the Board will go back to market to fill the position.

MOTION 2016-062: Carried (unanimously)

Mr. Ellsworth outlined that the issue discussed at committee was if we would get a different group of candidates by going back to market; however, it seems that we have identified a candidate that meets the requirements for this position and we should offer the candidate the position again and only go back to market if necessary.

- ii. **Board Members and Implications for the Next Municipal Election 2017** – Mr. Mallowney stated that many Board members are starting to think about the fall of 2017 and the next general municipal election. As Board members there are some implications for the next election. According to the legislation we will all cease to be members as of the date of the election; however, the Provincial Government has added a clarifier.

As members will see in the enclosed briefing note (Appendix G), there is a section copied from the *Act* which states the following, “*Notwithstanding subsections (1) to (4), a member shall continue to be a member until he or she is reappointed, re-elected or replaced.*”

This section allows Boards to continue to function with a full complement until new members are elected.

This will also be the case for the Chairperson of the Board if they are elected from outside. So given that I may take several months to have a fully elected Board and Chairperson in place, we may want to do some pre-budget work for 2018 early in 2017.

Members should also be prepared to attend and participate in meetings in the fall of 2017 even if they decide not to run in the general municipal election.

c) **Strategy & Policy Committee – Meeting held September 15 – S Hickman, Committee Chair**

- i. **Special Planning Session to Develop a Strategic Plan for 2017-2020** – Mr. Hickman directed members to the briefing note included in tonight’s meeting package (Appendix H) on some of the trends and predictions for the next few years that will affect our services and organization.

The Board’s current business plan was developed for the 2014 to 2016 timeframe. The Committee is about to start development of the 2017 to 2020 business plan and some of the trends and future predictions need to be taken into consideration.

The Board is going to have to plan for potential decrease in revenues as employment and construction activity decline. For instance housing permits have fallen from their high of 2013 and capital investment is expected to be half of what it was in 2013 and 2014.

We are looking at a higher percentage of people moving into the urban areas and a higher population above the age of 55 in our service areas. What do these trends mean for our service offering and the needs to our communities?

As a Board we are struggling with the waste diversion objective of the Province, the current *Provincial Waste Management Strategy* and how we blend the objectives with cost for our rate payers.

The Strategy & Policy Committee is planning to discuss this at our next committee meeting scheduled for October 13th and we would like to extend an invitation to all Board members who has an interest in the development of the Board's business plan to attend that meeting.

Mr. Grant noted that it is important to keep in mind that the Board's business plan will now move always from a single service to including other services.

- ii. **Second Quarter Waste Operations Report** – Mr. Hickman directed members to the Second Quarter Waste Operations Report included in tonight's meeting package (Appendix I). He then asked Ms. Dean, Manager Waste Operations to report any highlights.

Ms. Dean noted that all canvassing for 2016 has been completed. Canvassing was completed and waste collection began in the following areas – Southern Shore (Horse Chops, Hell Hill Pond, Cape Pond Road, Birch Hill Pond, Old Shoe Cove Road); Carbonear Area (English Hill Extension, Old Highway and adjoining roads); Trinity Conception North (Western Bay Line); Southwest Avalon (Junction Pond and Placentia Junction); and, Trinity Bay South (Holiday Hill Road, Highway #81 – Markland to Colinet).

In addition, canvassing has been completed at the new service areas for 2017 – Peak Pond, Reid's Pond, Berry Pond, Ocean Pond, Hodgewater Pond, Hodgewater Line, Mahers, Goulds Pond, Goulds Big Pond, Brigus Junction, and Middle Gull Pond.

Perry's Cove and Roaches Line had been identified for canvassing; however, it has been brought to our attention that Perry's Cove has a waste management committee in place and Roaches Line has a local service district committee in place. Ms. Dean stated that despite many attempts she has been unable to communicate with anyone from the LSD of Roaches Line.

She continued that the Board approved a Community Clean-up Program this year and five (5) communities participated in the program – they are: Carbonear, Cavendish, Bay Bulls, Harbour Grace and St. Mary's.

Twenty (20) Household Hazardous Waste (HHW) events were held in June and 8,060 liters of materials was collected. She noted that there is less participation in the program this year and that may be a result of "catching up" as we have been holding these events regularly for several years.

Mr. Hickman asked Ms. Dean how waste will be collected in 'cottage country' areas.

Ms. Dean reported that similar to all collection areas, these areas receive weekly curbside collection, bi-weekly recyclables collection, etc. We will use containers/bins in an identified area if and when it is needed i.e. a road becomes impassable in winter.

Mr. Tilley noted that having waste collected on any day other than Mondays is inconvenient for cottage owners who use their seasonal property on weekends.

Ms. Dean noted that most property owners who put out waste in these cottage areas and rural areas use garbage bins/boxes.

Mr. Tilley asked if placing bins in these “cottage areas” would be better than curbside collection.

Ms. Dean responded that the use of bins has been tried at other “cottage areas” and it resulted in the immediate area surrounding the bin becoming a dump site and resulted in the community requesting removal of the garbage bins.

Mr. Kelly noted that property owners in the “cottage areas” regularly request Monday collection; however, with approximately 7,000 properties in these areas it is impossible for all of them to have Monday waste collection. If they insist on Monday waste collection, then the contractors’ who provide the service would require additional equipment and staff; therefore, we would expect our contract costs to be much higher for the service. Those additional costs would have to be passed along to the cottage owners.

Mr. Grant summarized that it is unrealistic for everyone to expect Monday waste collection in these areas. Every real property produces real garbage. If the seasonal property owner doesn’t put out waste for weekly collection, they will most likely avail of the bulk waste collections and the local waste recovery facility.

It was moved and seconded (S Hickman/D O’Keefe) that Eastern Regional Service Board adopt the Second Quarter Waste Operations Report 2016 as tabled.

MOTION 2016-063: Carried (unanimously)

5. New Business

- a) **Meeting with Members of the House of Assembly** – Mr. Grant noted that as stated earlier this evening, a meeting is scheduled for Tuesday, October 4, 2016 with the Members of the House of Assembly (MHAs) with districts in the Eastern region. This meeting is to provide the MHAs information regarding the Board, etc. He concluded that he would have a report for the next Board meeting.
- b) **Regional Governance Advisory Committee** – Mr. Grant noted that he has been advised that the Provincial Government will be re-activating the Regional Governance Advisory Committee. He will report back to the Board regarding any information and/or activity.

- c) **Open House at the Regional Waste Management Facility located at Robin Hood Bay (RHB)** – Mr. Colford stated that an open house was held at Robin Hood Bay on Sunday, September 11th and they were pleased to have about 400 visitors attend. Mr. Colford thanked Eastern Regional Service Board/Eastern Waste Management for its participation and for providing heavy equipment for the day. It was a great success.

6. Next ERSB Meeting – October 26, 2016

The next meeting of the Eastern Regional Service Board will take place on **Wednesday, October 26, 2016 at 7:00 p.m. at The Fairfield Inn & Suites by Marriott**, Kenmount Road, St. John's.

The following committee meetings are scheduled for October 2016:

- Finance & Audit Committee – Wednesday, October 12, 2016 at 12:00 noon, ERSB Boardroom
- Strategy & Policy Committee – Thursday, October 13, 2016 at 10:00 a.m., Fairfield Inn & Suites by Marriott
- Governance Committee – Tuesday, October 19, 2016 at 2:00 p.m., ERSB Boardroom

7. Adjournment

It was moved by G Tilley to adjourn the meeting at 8:15 p.m.

*Prepared by:
Lynn Tucker
September 30, 2016*

APPENDIX

'A'

From: [Ken Kelly](#)
To: [Lynn Tucker](#)
Subject: Wording for email vote on benefits
Date: Wednesday, September 14, 2016 2:21:14 PM

All Board Members:

Your consideration and vote is required: In favour or Contrary Minded

**Recommendation from the Finance and Audit Committee held Sept 7, 2016:
That the ERSB award the contract for the Health/Dental/Short Term Disability program
to Medavie Blue Cross for a monthly premium of \$4,302.37.**

Background

The current policy for Health/Dental/Short Term Disability benefits expired as of Sept 1, 2016 and we are continuing under a month to month arrangement with the provider Encon.

The current provider offered a renewal rate for the policy that included an increase in premiums. This program is 50/50 cost shared between employee and employer.

The current Encon premium for 2016 is \$5,919.87 per month and the renewal increased to \$6,163.00 or 4% per month. The Experience Report provided by Encon showed the actual payout ratio (loss) for the policy was 65% which is far below the average accepted payout ratio (loss) of 75%. This was a profitable policy for Encon. In our view an increase was not warranted based on losses.

We prepared and issued a tender to seek competitive prices from benefits providers. We received seven (7) bids for the tender.

An evaluation of the tender results concluded that the low bid of Medavie Blue Cross at a cost of \$4,302.37 met the specifications of the tender. This bid represents a 31% savings over the renewal rate that was proposed.

This recommendation is time sensitive and being done via email because we continue to pay the higher premium as long as we are month to month. So we want to give notice as soon as we can. We have been told that it does take some time to ramp up a new program – documentation and getting benefits cards out to all staff, etc... So, the additional two weeks will be useful if the recommendation is endorsed. The results of this vote will be ratified at the next Board meeting.

Ken T. Kelly, CPA
Chief Administrative Officer
Eastern Regional Service Board
255 Majors Path, Suite 3
St. John's, NL, A1A 0L5
Tel: 709-579-7960
Fax: 709-579-5392

**THOSE WHO RESPONDED TO THE MOTION TO
AWARD CONTRACT FOR THE PROVISION OF GROUP BENEFITS**

MOTION: That the Eastern Regional Service Board award the tender for the provision of group benefits to Medavie Blue Cross for a monthly premium of \$4,302.37.

(Motion sent by email – September 14, 2016)

In Favour

(alphabetical order)

Dave Aker
Bill Bailey
Wally Collins
Ron Ellsworth
Jonathan Galgay
Ed Grant, Chairperson
Tom Hann
Sandy Hickman
Dave Lane
Harold Mallowney, Vice Chairperson
Dennis O'Keefe
Art Puddister
Peggy Roche
Gordon Stone
Gerard Tilley
Sam Whalen
Sterling Willis

Eastern Regional Service Board
INVITATION TO TENDER
 for
PROVISION OF GROUP BENEFITS PROGRAM

Closing Date and Time: Thursday, August 25, 2016 at 1400 hours

Name	Base Price	Tender Total (Total Monthly Price)
Capital Management Financial Advisors (CMFA) - Cooperators		6,876.00 ^{sq. m.}
- Wawansea		5,580.01
Jenkins Anthony		5,012.01
- Medavie Bluecross		4,302.37
- Desjardins (continued)		4,975.92

Lynn Tucker
 Lynn Tucker
 Manager Corporate Services

Michelle Squires
 Michelle Squires
 Witness

LYNN B TUCKER
 A Commissioner for Oaths
 in & for Provinces of Newfoundland & Labrador
 My commission expires on December 31, 2018

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Eastern Regional Service Board
INVITATION TO TENDER
 for
PROVISION OF GROUP BENEFITS PROGRAM

Closing Date and Time: Thursday, August 25, 2016 at 1400 hours

Name	Base Price	Tender Total (Total Monthly Price)
- manulife		\$116.28
- Great West Life		4,392.93
Gerry O'Brien Financial		\$,352.96

Lynn Tucker
 Lynn Tucker
 Manager Corporate Services

Michelle Squires
 Michelle Squires
 Witness

LYNN B TUCKER
 A Commissioner for Oaths
 in & for Province of Newfoundland & Labrador
 My commission expires on December 31, 2018

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APPENDIX

'B'

Eastern Regional Service Board
 BNK2 - Bank of Montreal - EW
 Cheques from 000001 to 005178 dated between 07-01-2016 and 07-31-2016

CHEQUE REGISTER

Printed: 3:28:14PM 08/31/2016

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Number	Issued	Amount	SC	Status	Status Date
005037	07/19/2016 Dodd's Diesel Repair Ltd.	0.00	A/P	*VOID*	07/19/2016
005038	07/19/2016 Dodd's Diesel Repair Ltd.	14,403.72	A/P	CLEARED	07/25/2016
005039	07/19/2016 Admiral's Beach Volunteer Fire Department	1,000.00	A/P	CLEARED	08/10/2016
005040	07/19/2016 Arnold's Cove Fire Department	1,000.00	A/P	CLEARED	08/03/2016
005041	07/19/2016 Carbonear Volunteer Fire Department	1,000.00	A/P	CLEARED	08/10/2016
005042	07/19/2016 Clarenville Fire Department	1,000.00	A/P	CLEARED	07/29/2016
005043	07/19/2016 Conception Harbour Volunteer Fire Department	1,000.00	A/P	CLEARED	08/10/2016
005044	07/19/2016 Holyrood Volunteer Fire Department	1,000.00	A/P	CLEARED	07/29/2016
005045	07/19/2016 Little Heart's Ease Volunteer Fire Department	1,000.00	A/P	CLEARED	08/03/2016
005046	07/19/2016 Mount Carmel Volunteer Fire Department	1,000.00	A/P	CLEARED	08/03/2016
005047	07/19/2016 Norman's Cove-Long Cove Volunteer Fire Department	1,000.00	A/P	OUT-STD	07/19/2016
005048	07/19/2016 North Harbour Volunteer Fire Department	1,000.00	A/P	CLEARED	08/17/2016
005049	07/19/2016 Placentia Volunteer Fire Department	1,000.00	A/P	CLEARED	08/10/2016
005050	07/19/2016 Smith Sound Fire Department	1,000.00	A/P	OUT-STD	07/19/2016
005051	07/19/2016 Southern Harbour Volunteer Fire Department	1,000.00	A/P	CLEARED	08/17/2016
005052	07/19/2016 St.Vincent's-St.Stephen's-Peter's River	1,000.00	A/P	CLEARED	08/03/2016
005053	07/19/2016 Town of Bay Roberts	1,000.00	A/P	CLEARED	08/10/2016
005054	07/19/2016 Town of Chance Cove	1,000.00	A/P	CLEARED	08/10/2016
005055	07/19/2016 Town of St. Mary's	1,000.00	A/P	CLEARED	07/25/2016
005056	07/19/2016 Town of St. Shott's	1,000.00	A/P	CLEARED	08/10/2016
005057	07/19/2016 Town of St. Joseph's	1,000.00	A/P	OUT-STD	07/19/2016
005058	07/19/2016 Whitbourne Volunteer Fire Department	1,000.00	A/P	CLEARED	07/25/2016
005059	07/19/2016 Bell Mobility Inc.	1,555.50	A/P	CLEARED	07/25/2016
005060	07/19/2016 Blaketown Service Station	138.97	A/P	CLEARED	07/29/2016
005061	07/19/2016 Cansel	423.75	A/P	CLEARED	07/25/2016
005062	07/19/2016 Christie Dean	3,460.07	A/P	CLEARED	07/25/2016
005063	07/19/2016 City of St. John's	61,151.61	A/P	CLEARED	07/29/2016
005064	07/19/2016 Coish's Trucking & Excavating Ltd.	9,004.01	A/P	CLEARED	08/03/2016
005065	07/19/2016 Craig's Locksmithing & Auto Glass	531.10	A/P	CLEARED	07/25/2016
005066	07/19/2016 D&L Russell Limited	210.68	A/P	CLEARED	08/10/2016
005067	07/19/2016 De Lage Landen Financial Services Canada Ltd.	291.49	A/P	CLEARED	07/29/2016
005068	07/19/2016 Dyna-Pro Environmental	17.66	A/P	*VOID*	08/08/2016
005069	07/19/2016 Eastern Machining & Welding Inc.	2,406.34	A/P	CLEARED	07/25/2016
005070	07/19/2016 Ed Grant	1,631.96	A/P	CLEARED	07/25/2016
005071	07/19/2016 Harbour ELECTRIC Ltd.	183.63	A/P	CLEARED	07/25/2016
005072	07/19/2016 Harold Mullooney	457.28	A/P	CLEARED	07/20/2016
005073	07/19/2016 Jonathan Miller	423.75	A/P	CLEARED	07/25/2016
005074	07/19/2016 Kevin Power	658.06	A/P	CLEARED	07/25/2016
005075	07/19/2016 Leona Squires	76.00	A/P	OUT-STD	07/19/2016
005076	07/19/2016 Leslie Squires	440.00	A/P	CLEARED	07/20/2016
005077	07/19/2016 Lynn Tucker	109.24	A/P	CLEARED	07/25/2016
005078	07/19/2016 Mark Day	87.92	A/P	CLEARED	07/25/2016
005079	07/19/2016 Newfoundland Power Inc.	845.08	A/P	CLEARED	07/25/2016
005080	07/19/2016 North Atlantic	31,455.77	A/P	CLEARED	07/25/2016
005081	07/19/2016 Northern Business Intelligence	2,101.63	A/P	CLEARED	07/25/2016
005082	07/19/2016 Parts For Trucks Inc.	1,402.94	A/P	CLEARED	07/25/2016

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Eastern Regional Service Board
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Number	Issued	Amount	SC	Status	Status Date
005083	07/19/2016 Pinnacle Office Solutions Ltd.	442.93	A/P	CLEARED	08/10/2016
005084	07/19/2016 Pro-Tech Construction Ltd.	7,836.78	A/P	CLEARED	08/10/2016
005085	07/19/2016 Quikprint Services Ltd.	1,130.00	A/P	CLEARED	07/25/2016
005086	07/19/2016 Redline Automotive 0765	13.41	A/P	CLEARED	07/25/2016
005087	07/19/2016 Revolution Environmental Solutions LP	26,837.50	A/P	CLEARED	07/25/2016
005088	07/19/2016 Royal Garage Ltd.	900.98	A/P	CLEARED	07/25/2016
005089	07/19/2016 SWANA	65.00	A/P	CLEARED	08/10/2016
005090	07/19/2016 T2 Ventures Inc.	194,466.76	A/P	CLEARED	07/29/2016
005091	07/19/2016 Town of Clarendville	1,608.00	A/P	CLEARED	07/25/2016
005092	07/19/2016 Transcontinental Atlantic Media Group G.P.	2,081.91	A/P	CLEARED	07/25/2016
005093	07/19/2016 Tulk Tire & Service Ltd.	231.88	A/P	CLEARED	07/25/2016
005094	07/19/2016 Vardy Villa Limited	36,887.00	A/P	CLEARED	07/25/2016
005095	07/19/2016 Encon Group Inc.	5,864.42	G/L	CLEARED	07/25/2016
005096	07/19/2016 Director of Support Enforcement	222.00	G/L	CLEARED	07/25/2016
005097	07/27/2016 Dodd's Diesel Repair Ltd.	7,362.63	A/P	CLEARED	08/03/2016
005098	07/27/2016 61366 Newfoundland and Labrador Inc.	5,290.00	A/P	CLEARED	08/10/2016
005099	07/27/2016 Around The Bay Disposals Inc.	43,974.55	A/P	CLEARED	07/29/2016
005100	07/27/2016 Dicks and Company Limited	205.83	A/P	CLEARED	08/10/2016
005101	07/27/2016 Dynamex Canada Limited	28.15	A/P	CLEARED	08/10/2016
005102	07/27/2016 East Coast Hydraulics	100.73	A/P	CLEARED	08/10/2016
005103	07/27/2016 Harvey & Company Ltd.	363.52	A/P	CLEARED	08/10/2016
005104	07/27/2016 Imperial Oil	68.85	A/P	CLEARED	08/10/2016
005105	07/27/2016 Iron Mountain Canada	39.69	A/P	CLEARED	08/10/2016
005106	07/27/2016 Joy Dobbie	353.27	A/P	CLEARED	08/17/2016
005107	07/27/2016 Kevin Power	179.03	A/P	CLEARED	08/17/2016
005108	07/27/2016 Kevin Butt	20.70	A/P	CLEARED	08/10/2016
005109	07/27/2016 Lynn Tucker	144.98	A/P	CLEARED	08/03/2016
005110	07/27/2016 Nexgen Municipal Inc.	1,139.65	A/P	CLEARED	08/03/2016
005111	07/27/2016 OMB Parts & Industrial Ltd. 1	784.62	A/P	CLEARED	08/10/2016
005112	07/27/2016 ORKIN Canada Corporation	343.85	A/P	CLEARED	08/10/2016
005113	07/27/2016 Parts For Trucks Inc.	147.09	A/P	CLEARED	08/03/2016
005114	07/27/2016 Pitney Bowes	140.15	A/P	CLEARED	08/10/2016
005115	07/27/2016 Royal Garage Ltd.	558.51	A/P	CLEARED	08/10/2016
005116	07/27/2016 Simms Garage Ltd.	860.63	A/P	OUT-STD	07/27/2016
005117	07/27/2016 Town of Clarendville	1,608.00	A/P	CLEARED	08/10/2016
005118	07/27/2016 Transcontinental Atlantic Media Group G.P.	1,016.86	A/P	CLEARED	08/10/2016
005119	07/27/2016 Tulk Tire & Service Ltd.	5,157.43	A/P	CLEARED	08/03/2016
005120	07/27/2016 United Sail Works Ltd	603.75	A/P	CLEARED	08/10/2016
005121	07/27/2016 Fudge, William	258.83	A/R	CLEARED	08/17/2016
005122	07/27/2016 Receiver General of Canada	54,495.50	G/L	CLEARED	08/10/2016
Cheque Totals Issued:		557,285.87			
Void:		17.66			
Total Cheques Generated:		557,303.53			
Total # of Cheques Listed:		86			

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Eastern Regional Service Board
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 Cheques from 000001 to 005178 dated between 08-01-2016 and 08-31-2016

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Number	Issued	Amount	SC	Status	Status Date
005123	08/10/2016 Director of Support Enforcement	222.00	G/L	CLEARED	08/17/2016
005124	08/10/2016 Dodd's Diesel Repair Ltd.	10,256.24	A/P	OUT-STD	08/10/2016
005125	08/10/2016 T2 Ventures Inc.	190,114.07	A/P	OUT-STD	08/10/2016
005126	08/10/2016 Around The Bay Disposals Inc.	42,206.52	A/P	CLEARED	08/17/2016
005127	08/10/2016 Avalon Ford	30,829.80	A/P	CLEARED	08/17/2016
005128	08/10/2016 Bell Aliant	1,610.27	A/P	CLEARED	08/17/2016
005129	08/10/2016 Bren-Kir Industrial Supply	523.19	A/P	CLEARED	08/17/2016
005130	08/10/2016 Cansel	423.75	A/P	CLEARED	08/17/2016
005131	08/10/2016 Christie Dean	5,312.77	A/P	OUT-STD	08/10/2016
005132	08/10/2016 Dicks and Company Limited	26.88	A/P	OUT-STD	08/10/2016
005133	08/10/2016 Eastcom Inc.	22.94	A/P	OUT-STD	08/10/2016
005134	08/10/2016 Ed Grant	176.05	A/P	CLEARED	08/17/2016
005135	08/10/2016 Hazmasters	22.14	A/P	CLEARED	08/17/2016
005136	08/10/2016 Ken Kelly	1,837.00	A/P	CLEARED	08/17/2016
005137	08/10/2016 Kenneth Rollings	765.64	A/P	CLEARED	08/17/2016
005138	08/10/2016 Kevin Butt	15.47	A/P	OUT-STD	08/10/2016
005139	08/10/2016 Leslie Squires	440.00	A/P	CLEARED	08/17/2016
005140	08/10/2016 Mark Day	123.74	A/P	CLEARED	08/17/2016
005141	08/10/2016 M J Hickey Construction Ltd.	18,810.32	A/P	CLEARED	08/17/2016
005142	08/10/2016 NATIONAL Public Relations	374.31	A/P	OUT-STD	08/10/2016
005143	08/10/2016 North Atlantic	25,648.24	A/P	OUT-STD	08/10/2016
005144	08/10/2016 Northern Business Intelligence	2,753.42	A/P	CLEARED	08/17/2016
005145	08/10/2016 Pinnacle Office Solutions Ltd.	466.81	A/P	OUT-STD	08/10/2016
005146	08/10/2016 Pitney Bowes	183.25	A/P	OUT-STD	08/10/2016
005147	08/10/2016 Robert Denine	15.93	A/P	OUT-STD	08/10/2016
005148	08/10/2016 Town of Clarendville	804.00	A/P	CLEARED	08/17/2016
005149	08/10/2016 Transcontinental Atlantic Media Group G.P.	833.42	A/P	CLEARED	08/17/2016
005150	08/10/2016 Tulk Tire & Service Ltd.	1,728.30	A/P	CLEARED	08/17/2016
005151	08/17/2016 Dodd's Diesel Repair Ltd.	15,290.40	A/P	OUT-STD	08/17/2016
005152	08/17/2016 Bell Mobility Inc.	1,590.46	A/P	OUT-STD	08/17/2016
005153	08/17/2016 City of St. John's	58,140.77	A/P	OUT-STD	08/17/2016
005154	08/17/2016 Coish's Trucking & Excavating Ltd.	9,163.37	A/P	OUT-STD	08/17/2016
005155	08/17/2016 D&L Russell Limited	22.71	A/P	OUT-STD	08/17/2016
005156	08/17/2016 De Lage Landen Financial Services Canada Ltd.	291.49	A/P	OUT-STD	08/17/2016
005157	08/17/2016 Dynamex Canada Limited	10.42	A/P	OUT-STD	08/17/2016
005158	08/17/2016 E K Lomond Auto Solutions Inc	3.17	A/P	OUT-STD	08/17/2016
005159	08/17/2016 EMRIL Plumbing & Heating Inc.	508.50	A/P	OUT-STD	08/17/2016
005160	08/17/2016 Iron Mountain Canada	40.10	A/P	OUT-STD	08/17/2016
005161	08/17/2016 Kevin Power	372.04	A/P	OUT-STD	08/17/2016
005162	08/17/2016 Lynn Tucker	56.47	A/P	OUT-STD	08/17/2016
005163	08/17/2016 Newfoundland Exchequer Account	700.00	A/P	OUT-STD	08/17/2016
005164	08/17/2016 Newfoundland Power Inc.	896.71	A/P	OUT-STD	08/17/2016
005165	08/17/2016 OMB Parts & Industrial Ltd. 1	930.08	A/P	OUT-STD	08/17/2016
005166	08/17/2016 ORKIN Canada Corporation	343.85	A/P	OUT-STD	08/17/2016
005167	08/17/2016 Parts For Trucks Inc.	53.20	A/P	OUT-STD	08/17/2016
005168	08/17/2016 Pitney Bowes	27.85	A/P	OUT-STD	08/17/2016

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Eastern Regional Service Board
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Number	Issued	Amount	SC	Status	Status Date
005169	08/17/2016 Pro-Tech Construction Ltd.	7,836.78	A/P	OUT-STD	08/17/2016
005170	08/17/2016 Redline Automotive 0765	32.46	A/P	OUT-STD	08/17/2016
005171	08/17/2016 Town of Clarendville	804.00	A/P	OUT-STD	08/17/2016
005172	08/17/2016 Transcontinental Atlantic Media Group G.P.	833.42	A/P	OUT-STD	08/17/2016
005173	08/17/2016 Tulk Tire & Service Ltd.	2,212.41	A/P	OUT-STD	08/17/2016
005174	08/17/2016 Vardy Villa Limited	35,047.81	A/P	OUT-STD	08/17/2016
005175	08/17/2016 Receiver General of Canada	43,548.84	G/L	OUT-STD	08/17/2016
005176	08/17/2016 Encon Group Inc.	5,371.42	G/L	OUT-STD	08/17/2016
005177	08/17/2016 O'Driscoll, Mark & Paula O'Driscoll	64.78	A/R	OUT-STD	08/17/2016
Cheque Totals Issued:		520,739.98			
Void:		0.00			
Total Cheques Generated:		520,739.98			
Total # of Cheques Listed:		55			

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**EASTERN REGIONAL SERVICE BOARD
EASTERN WASTE MANAGEMENT**

**PAYROLL EXPENSE
JULY 2016**

Payroll – Staff (<i>2 pay periods – 36 employees</i>).....	\$133,974.19
Payroll – Board (19 members)	<u>\$ 27,390.09</u>
Total Payroll (<i>36 employees</i>)	\$161,364.28
Payroll CRA Remittance (<i>Chq#5122</i>)	<u>\$ 54,495.50</u>
TOTAL GROSS PAYROLL	<u>\$215,859.78</u>

PREVIOUS MONTH

JUNE 2016

Payroll – Staff (<i>2 pay periods – 36 employees</i>)	\$135,487.07
Payroll – Board (19 members)	<u>\$ 0.00</u>
Total Payroll (<i>36 employees</i>)	\$135,487.07
Payroll CRA Remittance (<i>Chq#4997</i>)	<u>\$ 45,393.61</u>
TOTAL GROSS PAYROLL	<u>\$180,880.68</u>

**EASTERN REGIONAL SERVICE BOARD
EASTERN WASTE MANAGEMENT**

**PAYROLL EXPENSE
AUGUST 2016**

Payroll – Staff (<i>2 pay periods – 37 employees</i>).....	\$132,588.38
Payroll – Board (19 members)	<u>\$ 00,000.00</u>
Total Payroll (<i>37 employees</i>)	\$132,588.38
Payroll CRA Remittance (<i>Chq#5175</i>)	<u>\$ 43,548.84</u>
TOTAL GROSS PAYROLL	<u>\$176,137.22</u>

PREVIOUS MONTH

JULY 2016

Payroll – Staff (<i>2 pay periods – 36 employees</i>)	\$133,974.19
Payroll – Board (19 members)	<u>\$ 27,390.09</u>
Total Payroll (<i>36 employees</i>)	\$161,364.28
Payroll CRA Remittance (<i>Chq#5122</i>)	<u>\$ 54,495.50</u>
TOTAL GROSS PAYROLL	<u>\$215,859.78</u>

Account summary

This statement shows details of transactions posted to your account since your last statement. To view all transactions related to your account, go to www.cra.gc.ca/mybusinessaccount.

The "Remittance account balances" total below includes paid and unpaid amounts for 2016. For more information on withholding requirements and calculating your deduction and remittance amounts, go to www.cra.gc.ca/payroll.

Remittance account balances

Date posted	Description	Date received	(\$)	Amount	CR/DR
	Previous balance			286,118.51	CR
Aug 03, 2016	Payment Jul 2016	Aug 02, 2016		<u>54,495.50</u>	CR
	Current balance			340,614.01	CR

Explanation of changes and other important information

This year, National Payroll Week is from September 12 to 16, 2016. The Canada Revenue Agency salutes payroll practitioners across the country, our partners in administering payroll deductions requirements. www.npw-snp.ca.

If you received a small business job credit, please remember that when determining your taxable income for the year, you can either:

- subtract the credit from your employment insurance premium expense; or
- include it as income in the year you received it.

You can learn more about the credit at www.cra.gc.ca/sbjc.

If you have not yet registered for My Business Account or you need more information, call 1-800-959-5525 or go to www.cra.gc.ca/mybusinessaccount.

Account summary

This statement shows details of transactions posted to your account since your last statement. To view all transactions related to your account, go to www.cra.gc.ca/mybusinessaccount.

The "Remittance account balances" total below includes paid and unpaid amounts for 2016. For more information on withholding requirements and calculating your deduction and remittance amounts, go to www.cra.gc.ca/payroll.

Remittance account balances

Date posted	Description	Date received	(\$)	Amount	CR/DR
	Previous balance		340,614.01		CR
Aug 25, 2016	Payment Aug 2016	Aug 24, 2016	<u>43,548.84</u>		CR
	Current balance		384,162.85		CR

Explanation of changes and other important information

This year, National Payroll Week is from September 12 to 16, 2016. The Canada Revenue Agency salutes payroll practitioners across the country, our partners in administering payroll deductions requirements. www.npw-snp.ca.

If you received a small business job credit, please remember that when determining your taxable income for the year, you can either:

- subtract the credit from your employment insurance premium expense; or
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APPENDIX

'C'

Briefing Note – Old Perlican Waste Recovery Facility Results of Tender

The operation of the Old Perlican Waste Recovery Facility has been under contract to a private firm for the past 5 years at a rate of \$109,960.40 per year including HST.

That contract expired March 31, 2016 and we have been going month to month as approved by the Board until we could resolve an issue with the Town of Old Perlican with regards to continued use of the land.

We have successfully completed that agreement and have tendered for the operation of the facility for a term of 3 years starting October 1, 2016.

Only two bidders picked up the tender and only one submitted a bid.

The bid that was received was for \$519,570.00 including HST for 3 years. This is an increase in the annual base bid from \$95,617.77 to \$150,600.

In the last tax year the municipality of Old Perlican has assessed a flat business tax on the contractor at a rate of \$10,000.

This has been built into the tender price for going forward.

If we take the current base contract price and increase it by 10% per year and then add the \$10,000 in business tax we get a total base bid of \$149,994 before HST.

For the Board to take this work inside we would be required to purchase an additional grapple truck and hire an additional transport truck driver. This equipment would not be fully dedicated to the Old Perlican site and it could help relieve our overtime and capacity issues in other areas. A new grapple truck is \$670,000 due to the increase in equipment prices and the exchange rate which is working against the Canadian Dollar.

The contractor for this operation pays tipping fees at Robin Hood Bay when he delivers the waste from the site to the landfill. So, there is offsetting revenue for this operation within the system.

Recommendation:

That the ERSB award the contract for the operation of the Old Perlican Waste Transfer Station to Coish's Trucking and Excavating at a cost of \$519,570 including HST for the next 36 months.

APPENDIX

'D'

Briefing Note – Isthmus and South West Arm Waste Collection Tender

The Isthmus and South West Arm contract expired and was extended for an additional because the price at the time was very competitive.

We issued a tender in August to ensure that the price being paid was the best available from the local contracting community. This contract would start January of 2017 and cover a 45 month period.

The lowest and second lowest bids that were received are from waste haulers that are currently under contract for us in other areas and we are familiar with their work and performance. There were five bids received in total with three of the bids being very close.

The lowest bid represents a cost of approximately \$98.76 per household annually before HST is applied. This price is in line with the prices we have achieved in other recent tenders and is lower than the cost of delivering service internally.

Staff are therefore recommending that the Board award the contract to the lowest bidder pending the completion of due diligence with regards to a waste haulers' permit to operate, WHSCC, auto insurance and fleet requirements.

Recommendation:

That the ERSB proceed with the award of the waste collection tender for 45 months for the Isthmus and South West Arm Area to Around the Bay Disposal Inc. in the amount of \$1,297,299.02 including HST.

APPENDIX

'E'

Briefing Note – MMSB Landfill Fee

The implementation of the Provincial Waste Management Strategy has taken longer than planned and the last Auditor General's report of 2014 on the program highlighted the lack of defined plans and the rising costs. It is estimated that the current planned infrastructure and the next phase which includes the development of organics facilities will require an additional \$160 million in capital.

The original plan of three host regions with landfills has been reduced to two – Eastern and Central. Western made a decision not to build a landfill and that it was less costly for the Western region to truck to Central even without a transportation subsidy.

On Sept 20 MMSB convened a meeting of the regional service boards to discuss the inequalities present in the current regional structure that favours the host regions (regions that have a landfill and associated infrastructure) and in particular communities that are closer to the regional landfills such as the City of St. John's and immediate environs.

In the attached report the MMSB has captured the cost of transporting waste from the non-host regions to the two respective landfills at approximately \$3 million. This is the cost after the material reaches a transfer station in a non-host region and is ready for long haul transportation to a landfill in a host region.

This is being presented as an operational cost that is a province wide issue and not as a Provincial government issue.

The preferred approach to funding the transportation subsidy is a landfill fee on all waste destined for the landfill. The proposed amount was \$15 per metric tonne on a projected total province wide disposal amount of 400,000 which equates to an annual fund of \$6 million. The additional funds will be administered by MMSB for diversion projects across the province.

The levy will not only fund transportation but the rising costs of landfill disposal will encourage the development of alternatives as diversion becomes more financial feasible as the cost of landfilling increase.

Recommendation:

That the ERSB investigate the financial implications on the communities in the Eastern Region as well as explore other alternatives and efficiencies that would reduce the cost of transportation for non-host regions.

September 23, 2016

Mr. Gary Ryan, Director
Multi Material Stewardship Board
P.O. Box 8131, Station A
St. John's, NL A1B 3M9

Dear Gary,

Thank you for hosting the forum on "Models for Non Host Regions – Waste Transportation Subsidy" attended by the various regional service boards from across the Province.

We found the information particularly informative in helping to quantify the financial scope of the issue. While it is acknowledged that the inputs and costs are somewhat problematic at this stage, it does give each Region a general guideline of its transportation costs.

With that said, we would like to make several points that must be considered as you move forward.

1. Given that this is a "PROVINCIAL Waste Management Strategy" and given the fact certain capital cost inputs are not now required, we feel strongly that the Province should participate in the cost share of the increased transportation subsidy.
2. The Chairperson for the Western Regional Service Board was clear insofar as it was the decision of that Board to not proceed with the development of the landfill site. He indicated there would be a significant positive financial impact to the Region even after they dropped the request for the transportation subsidy. It should be noted now that your "Subsidy" spreadsheet shows Western getting further significant financial help to our detriment. The decision to not build a landfill site ultimately brings with it significant increased operating costs that the Western Regional Service Board voted to accept. We had no input but under the "preferred" scenario our Board/taxpayers would be asked to pay these costs.
3. Again, we had no input on the Central "overbuild", organizational structure, facility type or locations. Nor should we. But under the scenario being discussed we would be required to share transport costs.
4. A comment was made that the option of a fee tacked on to the tipping fee to subsidize transportation would be favorable by 6 - 1 (Eastern being the only exception). It needs to be acknowledged that all other Regions would receive a positive cash input at our expense. If you move this suggestion forward to the political level we do ask that you note Eastern does represent two-thirds of the provincial population, 163 municipalities, local service districts and

communities and is represented by 20 Members of the House of Assembly. Obviously we would be advising all concerned of the direct cost impact and one should fully expect serious pushback.

5. To suggest that St. John's and its environs has somehow received an unfair benefit from the location of Robin Hood Bay is, in our opinion, a non-starter. Under the preferred scenario, that area would be taxed in the order of \$3,000,000.00 to subsidize transportation of waste in other areas. The City of St. John's would pay approximately one-half this amount annually and be subject to incremental increases.

Going into this forum we knew the likely option which would be put forward was a "tipping fee transport subsidy tax". While it may get dressed up a little to make it more palatable, ultimately, this is the end objective. In our opinion a significant fallout from such a "legislative" directive is once the gates have been opened to access the "tip fee" structure, where does it end. Will it be adjusted to cover transportation inefficiencies, capital projects in other regions, other initiatives, etc.

We do believe an arrangement directly between "Host" and its "Non Host" users does warrant further discussion. It might be that the Host region can rationalize an agreement whereby it picks up waste at an agreed site in the Non Host area and transports it to the landfill. It does not provide subsidy, controls the costs and should realize a Net Profit after transportation and other costs.

Again, thank you for hosting the forum and we look forward to further discussions.

Sincerely,



Ed Grant
Chairperson
Eastern Regional Service Board

c ERSB Members
Hon Eddie Joyce, Minister of Municipal Affairs,
Ian, Duffett, Department of Municipal Affairs

Waste Transportation Subsidy

Models for Non-Host Regions

Produced By:





Regional Transportation Subsidy Model

June 2016

Introduction:

After the implementation of the Newfoundland and Labrador Waste Management Strategy in 2002, work was done to reduce the number of waste disposal sites in the province. To accomplish this, a regional approach to waste management was adopted, resulting in the establishment of 12 distinct waste management regions; 4 in Labrador and 8 in Newfoundland. To streamline the movement of waste on the island, a network of transfer facilities and waste recovery facilities have been proposed and/or implemented. Using this network, waste in non-host regions will be transported from transfer sites to two host regions to be disposed of in second generation landfills.

Waste management costs for all regions participating in the program are comprised of four key elements:

1. Volume of generated waste;
2. Collection costs;
3. Transportation costs; and
4. Disposal costs.

Although each region exerts a certain degree of control over waste generation and collection costs, non-host regions have no control over the distances to host sites, or the costs associated with disposing their waste. Transportation distances from transfer facilities of non-host regions to host sites are greater than those within host regions. Consequently, non-host regions end up paying more to manage their waste; highlighting an inequity within the Provincial Waste Management Strategy. This document explores the application of a provincial waste transportation subsidy for neutralizing the burden on non-host regions.



Regional Transportation Subsidy Model

June 2016

Methodology:

1. Transfer Sites

For the sake of comparison, subsidies for each region were calculated based on costs of transport from geographic centroids, as well as transfer stations.

1.1 *Geographic Centroids*

One centroid in each region was selected to reflect a centralized geographic position where road distances on either side of the site were equivalent. When using geographic centroids, the amount of waste requiring transport was based on the total waste generation of the region.

1.2 *Transfer Stations*

Transfer stations were selected to reflect one or more locations in a region where the waste generation, population, and distance from surrounding communities was most evenly distributed. Positioning of these sites was meant to increase cost effectiveness of waste transportation and disposal. For regions with multiple transfer stations, the amount of waste requiring transport was based on the amount of waste delivered to each station as a proportion of the regional total. In regions where just one transfer facility exists, the amount of waste requiring transport was based on the total waste generation of the region.

2. Distance

Distances to transport waste from non-host regions were calculated using geographic information system (GIS) software. The calculations were based on round-trip distances between transfer facilities and host sites, as well as geographic centroids and host sites. Data on the location of transfer facilities and host sites were supplied by Dillon Consulting, while the locations of geographic centroids were extracted from existing regional waste management studies. In cases where geographic centroids were undefined, their positions were selected to reflect a centralized location along the regions existing road infrastructure. Road networks for Newfoundland, used for equating transportation distances, were obtained as shapefiles from the Department of Natural Resources.

Once all the data was compiled into the GIS program, start positions (transfer facilities or geographic centroid) and end positions (host sites) were selected, and “over-the-road” distances were computed. These values were then doubled to determine the total travel distance required to transport waste from non-host regions to host sites.

3. Transportation

3.1 *Waste Generation*

As noted above, transportation costs for each region depend upon the amount of waste that is generated, as well as the distance over which the waste must be transported. Having already determined the distances, information on waste generation needed to be identified. A figure of 1.5 kg/person/day was used to reflect waste generation in non-host regions. It was based on regional data supplied by Central NL Waste Management, which were used to produce an interregional estimate. Annual waste generation for non-host regions was calculated as a product of their population size.



Regional Transportation Subsidy Model

June 2016

3.2 Waste Diversion

When determining the amount of waste requiring transportation to host sites, regional and provincial waste diversion programs were also considered. Based on existing data from provincially and municipally run diversion programs, as well as possible increases in diversion resulting from access to additional infrastructure, it was determined that approximately 30% of generated waste would remain in non-host regions. Consequently, just 70% of generated waste would require transportation to host sites.

3.3 Payload

To quantify costs associated with transportation of solid waste from non-host regions to host sites, the payload associated with haulers was identified. Maximum payload of a hauler is 29 tonnes; however, when performing calculations, a conservative estimate of 25 tonnes was chosen. This was done based on the understanding that not every truck will reach maximum payload before the waste needs to be transported to a host site.

3.4 Cost

The last component considered in the models was the cost for transporting solid waste. The subsidy required to neutralize transportation costs for non-host regions was determined to be \$2 per kilometer. This figure was based on the average rate regional authorities currently pay to transport waste from transfer stations to host sites. It includes the cost of transit using at least one ferry per region, and also assumes fuel rates to be \$1.35 - \$1.50 per litre.

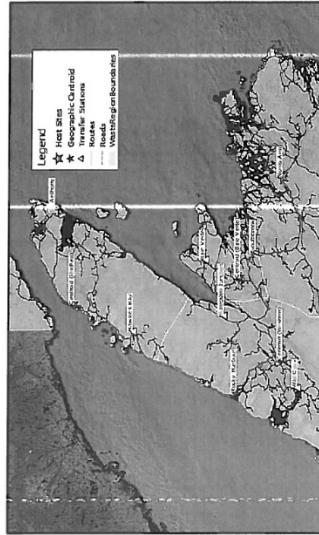
4. Subsidy

Using the payload described above, and calculating the tonnage of waste requiring transport, the number of trips from non-host regions to host sites could be determined. By applying the cost of each kilometer, the net annual subsidy required to neutralize transportation costs was modelled.

Origin of Data

Population and Number of Households retrieved from regional solid waste management studies
Waste Generation is an interregional estimate based on data supplied by Central NL Waste Management
Transfer station locations retrieved from regional solid waste management studies
Centroids selected to reflect geographic point where road distances on either side of the site are equivalent
Proportion of waste at each transfer station based on proportion of the region's population which it serves
Maximum payload of haulers is 29 tonnes; conservative estimate of 25 tonnes were used for calculations
Waste to be transported was estimated to be 70%; approximately 30% of waste is diverted under existing infrastructure
Subsidized cost was estimated to be \$2 per km

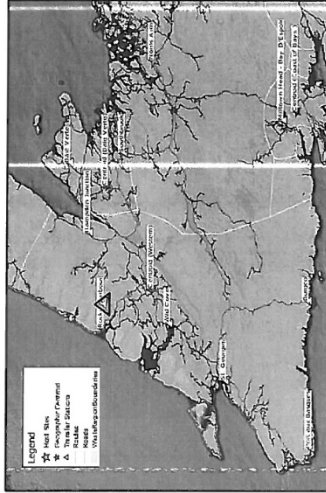
Northern Peninsula	
Population	12,240
Number of Households	4,843
Waste Generation (kg/person/day)	1.50
Annual Waste Generation (tonnes)	6,701
Transfer Stations & Proportion of Waste Generated	St. Anthony 0.6 Hawkes Bay 0.4
Centroid	St. Barbe
Latitude	51.20
Longitude	-56.78
Max load (tonnes)	25
Cost (per km)	\$2
Host Region	Central
Host Site	Norris Arm



Scenario #1 - Transfer Stations		
	St. Anthony	Hawke's Bay
Waste Generation (kg/person/year)	4,021	2,681
Total Waste to be Transported (tonnes)	2,815	1,876
Trips to Host Site (#)	113	75
Distance to Host Site (km)	667	467
Round Trip (km)	1,335	935
Total distance each year (km)	150,276	70,147
Cost per Transfer Station	\$300,553	\$140,294
Total Subsidy	\$440,847	

Scenario #2 - Centroid	
	St. Barbe
Waste Generation (kg/person/year)	6,701
Total Waste to be Transported (tonnes)	4,691
Trips to Host Site (#)	188
Distance to Host Site (km)	552
Round Trip (km)	1,103
Total distance each year (km)	207,004
Total Subsidy	\$414,007

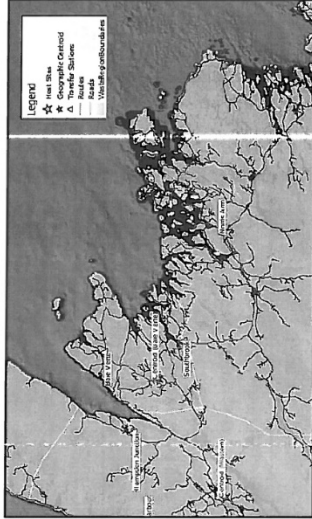
Western	
Population	74,978
Number of Households	34,500
Waste Generation (kg/person/day)	1.5
Annual Waste Generation (tonnes)	41,050
Transfer Stations & Proportion of Waste Generated	Rocky Harbour 0.03 Hampden 0.01 Wild Cove 0.65 St. George's 0.21 Port aux Basques 0.07 Burgeo 0.02
Centroid	Between St. Judes and Pynn's Brook
Latitude	49.12
Longitude	-57.50
Max load (tonnes)	25
Cost (per km)	\$2
Host Region	Central
Host Site	Norris Arm



Scenario #1 - Transfer Stations						
	Rocky Harbour	Hampden	Wild Cove	St. George's	Port aux Basques	Burgeo
Waste Generation (kg/person/year)	1,232	411	26,683	8,621	2,874	821
Total Waste to be Transported (tonnes)	862	287	18,678	6,034	2,011	575
Trips to Host Site (#)	34	11	747	241	80	23
Distance to Host Site (km)	324	260	309	395	438	508
Round Trip (km)	648	519	617	790	875	1016
Total distance each year (km)	22,358	5,968	461,271	190,688	70,434	23,356
Cost per Transfer Station	\$44,717	\$11,936	\$922,542	\$381,375	\$140,867	\$46,712
Total Subsidy	\$1,548,149					

Scenario #2 - Centroid	
	Between St. Jules and Pynn's Brook
Waste Generation (kg/person/year)	41,050
Total Waste to be Transported (tonnes)	28,735
Trips to Host Site (#)	1,149
Distance to Host Site (km)	267
Round Trip (km)	533
Total distance each year (km)	612,867
Total Subsidy	\$1,225,734

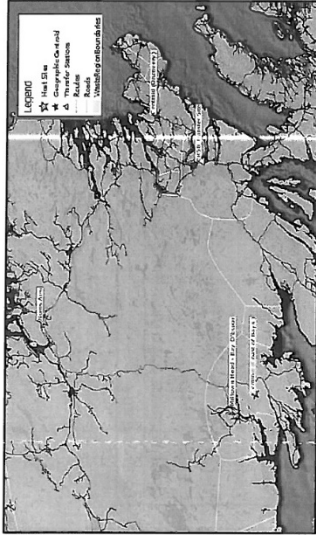
Baie Verte - Green Bay	
Population	13,901
Number of Households	5,681
Waste Generation (kg/person/day)	1.5
Annual Waste Generation (tonnes)	7,611
Transfer Stations & Proportion of Waste Generated	Baie Verte 0.4 Southbrook 0.6
Centroid	11.5 km N of Sheppardville
Latitude	49.56
Longitude	-56.43
Max load (tonnes)	25
Cost (per km)	\$2
Host Region	Central
Host Site	Norris Arm



Scenario #1 - Transfer Stations	
Waste Generation (per year)	Baie Verte 3,044 Southbrook 4,566
Total Waste to be Transported (tonnes)	2,131
Trips to Host Site (#)	85
Distance to Host Site (km)	223
Round Trip (km)	446
Total distance each year (km)	37,983
Cost per Transfer Station	\$75,967
Total Subsidy	\$140,665

Scenario #2 - Centroid	
Waste Generation (per year)	7,611
Total Waste to be Transported (tonnes)	5,328
Trips to Host Site (#)	213
Distance to Host Site (km)	179
Round Trip (km)	358
Total distance each year (km)	76,333
Total Subsidy	\$152,667

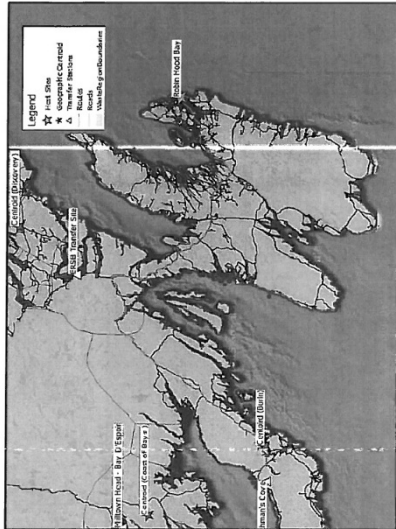
Coast of Bays (Connaigre Peninsula)	
Population	7,927
Number of Households	2,886
Waste Generation (kg/person/day)	1.5
Annual Waste Generation (tonnes)	4,340
Transfer Stations & Proportion of Waste Generated	Milltown Head - 1 Bay D'Espoir
Centroid	9 km NE of route 362 and route 360 intersection
	Latitude 47.76
	Longitude -55.66
Max load (tonnes)	25
Cost (per km)	\$2
Host Region	Central
Host Site	Norris Arm



Scenario #1 - Transfer Stations	
Milltown Head - Bay D'Espoir	
Waste Generation (per year)	4,340
Total Waste to be Transported (tonnes)	3,038
Trips to Host Site (#)	122
Distance to Host Site (km)	175
Round Trip (km)	349
Total distance each year (km)	42,459
Cost per Transfer Station	\$84,919
Total Subsidy	\$84,919

Scenario #2 - Centroid	
9 km NE of route 362 and route 360 intersection	
Waste Generation (per year)	4,340
Total Waste to be Transported (tonnes)	3,038
Trips to Host Site (#)	122
Distance to Host Site (km)	178
Round Trip (km)	357
Total distance each year (km)	43,334
Total Subsidy	\$86,669

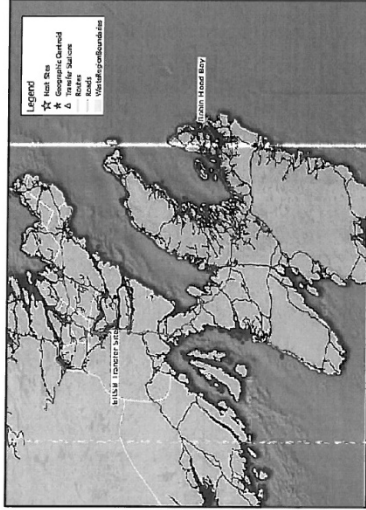
Burin Peninsula	
Population	21,233
Number of Households	9,600
Waste Generation (kg/person/day)	1.5
Annual Waste Generation (tonnes)	11,625
Transfer Stations & Proportion of Waste Generated	Frenchman's Cove 1
Centroid	3.5 km NE of Marystown
Latitude	47.17
Longitude	-55.16
Max load (tonnes)	25
Cost (per km)	\$2
Host Region	Eastern
Host Site	Robin Hood Bay



Scenario #1 - Transfer Stations	
Waste Generation (per year)	Frenchman's Cove 11,625
Total Waste to be Transported (tonnes)	8,138
Trips to Host Site (#)	326
Distance to Host Site (km)	332
Round Trip (km)	664
Total distance each year (km)	216,003
Cost per Transfer Station	\$432,006
Total Subsidy	\$432,006

Scenario #2 - Centroid	
Waste Generation (per year)	3.5 km NE of Marystown 11,625
Total Waste to be Transported (tonnes)	8,138
Trips to Host Site (#)	326
Distance to Host Site (km)	305
Round Trip (km)	610
Total distance each year (km)	198,686
Total Subsidy	\$397,373

Discovery (Bonavista Peninsula)	
Population	10,950
Number of Households	6,900
Waste Generation (kg/person/day)	1.5
Annual Waste Generation (tonnes)	5,995
Transfer Stations & Proportion of Waste Generated	
Centroid	ERSB Transfer Site 1
Max load (tonnes)	Plate Cove West
Cost (per km)	48.42
Host Region	-53.59
Host Site	25
	\$2
	Avalon
	Robin Hood Bay



Scenario #1 - Transfer Stations	
Waste Generation (per year)	ERSB Transfer Site
Total Waste to be Transported (tonnes)	5,995
Trips to Host Site (#)	4,197
Distance to Host Site (km)	168
Round Trip (km)	185
Total distance each year (km)	370
Cost per Transfer Station	62,143
Total Subsidy	\$124,286

Scenario #2 - Centroid	
Waste Generation (per year)	Plate Cove West
Total Waste to be Transported (tonnes)	5,995
Trips to Host Site (#)	4,197
Distance to Host Site (km)	168
Round Trip (km)	240
Total distance each year (km)	480
Total Subsidy	80,554
	\$161,109

Provincial Summary of Transportation Subsidy						
Region	Population	Number of Households	Cost From Transfer Facilities	Cost Per Household	Cost From Geographic Centroid	Cost Per Household
Northern Peninsula	12,240	4,843	\$440,847.00	\$91.03	\$414,007.00	\$85.49
Western	74,978	34,500	\$1,548,149.13	\$44.87	\$1,225,733.75	\$35.53
Coast of Bays	7,927	2,886	\$84,918.81	\$29.42	\$86,668.71	\$30.03
Burin	21,233	9,600	\$432,006.11	\$45.00	\$397,372.71	\$41.39
Baie Verte	13,901	5,681	\$140,664.59	\$24.76	\$152,666.51	\$26.87
Discovery	10,950	6,900	\$124,286.00	\$18.01	\$161,109.00	\$23.35
Provincial Subsidy			\$2,770,871.64		\$2,437,557.68	

APPENDIX

'F'

Briefing Note – Board Clerk position

In early August, we have made an offer to the preferred candidate for the position and it was declined. A conversation with the preferred candidate revealed that the main issue was salary and that a second offer would be considered if one was made. In particular the offer at the top of the salary grid was appreciated but did not leave any room for growth.

The offer was at the highest step on the salary grid for the position. In development of the salary grid the combination of two positions made comparisons difficult on a straight position to position basis. A competency comparison was not used to rate the position and determine the pay grade.

The salary grid for 2016 for each of these positions is presented in the table below.

Table 1: Salary grid for 2016 for Board Clerk and Field Operations Officer

STEP	1	2	3	4	5	6	7
<i>Board Clerk/Outreach Coordinator</i>	53,020	54,345	55,704	57,097	58,524	59,987	61,490
<i>Field Operations Officer</i>	62,670	64,237	65,843	67,489	69,176	70,905	72,678

If the Board approves adjusting the salary grid a second offer will be made at Step 1 on the Field Operations Officer scale.

Recommendation:

That the ERSB approve the adjustment of the salary grid that was adopted for the position be the same as the Field Operations Officer positions.

APPENDIX

'G'

Briefing Note – Board Member Election and Selection of Chairperson

The municipal election in the Fall of 2017 will result in some changes in the members sitting on the Board, either in those that are elected through sub-regional elections or those that are appointed by individual councils (St. John's, Mt. Pearl, CBS). According to the Act the members cease to be Board members as of the date of the municipal election.

Section 8(5) of the *Regional Service Board Act* states “ Notwithstanding subsections (1) to (4), a member shall continue to be a member until he or she is reappointed, re-elected or **replaced.**”

This section allows Boards to continue to function with a full complement until new members are elected.

This will also be the case for the Chairperson of the Board if they are elected from outside.

So, given that it may take several months to have a full elected Board and Chairperson in place we may want to do some pre-budget work for 2018 early in 2017.

Members should also be prepared to attend and participate in meetings in the Fall of 2017 even if they did not run in the general municipal election.

APPENDIX

'H'

Briefing Note – Development of Strategic Plan

The current Strategic Plan was developed with a planning horizon of Dec 2016. While we are not required to provide the Province with a business/strategic plan it is imperative on a well-managed organization to have an understanding of where it is going from strategic and planning sense and what objectives will guide it.

Waste management system including all waste recovery facilities, transfer station and planned infrastructure at Robin Hood Bay is complete and operational. A depot that is under construction in Whitbourne will complete the internal operational capacity.

Issues and initiatives to be considered for the region are:

- Declining rate of participation in recycling programs and the declining volume of materials – look at mandatory programs for all communities and potential clear bag programs.
- Increase educational initiatives for recycling.
- Last major seasonal property area will be brought on summer of 2017 – Ocean Pond, Mahers, Brigus Junction, etc....
- Opportunities to reduce the cost of the curbside collection program such as biweekly waste collection, reduced bulk pickups, community container programs instead of curbside collection.
- Automation of curbside collection – vehicles and containers.

Included with this brief are some key economic data with regards to the Eastern Region:

- Province is expected to be in recession in 2017.
- Population decline across the province and in the St. John's CMA over the next few years is not expected to reverse until 2028.
- Population demographic is aging and over 55% will make up larger number of population and birth rate is declining.
- Major projects are coming to an end and capital investment over the 2017-2021 timeframe is expected to decline significantly – 2021 will have half the expected investment that we saw in 2014.
- Commodity prices will remain weak.
- Employment and the number of those participating in the job market is declining.
- Building permits in the City are down for housing as well as commercial permits.

These have impacts on the amount of tonnage that is accepted at Robin Hood Bay as well as the need for municipal services.

The Province is undertaking a review of municipal governance and the overall municipal function and form. There are a number of initiatives that are impacting the delivery of municipal services including the Board recent mandate to provide fire protection and the pilot on water and wastewater services.

The Province has recently given towns that receive snow clearing services from the Department of Transportation and Works notice that these services are going to be cut in the winter of 2016/2017.

There is interest from a number of sub-regional areas and municipalities to see the ERSB take on additional services/responsibilities including building inspection, animal control, regional planning, regional road management, water system management, roads maintenance, etc.....

See attached documents on economic projections.

Recommendation:

That the next Committee meeting focus on the development of the objectives for the Strategic Plan and that the meeting be open to all Board members that may want to participate.

APPENDIX

‘1’

Q2 Report: (April to July)

Community Waste Collections:

No disruptions to waste collections.

Completed canvassing and began waste collections in the following contract areas:

- Southern Shore: Horse Chops, Hell Hill Pond, Cape Pond Road, Birch Hill Pond, Old Shoe Cove Road.
- Carbonear Area: English Hill Extension, Old Highway and adjoining roads.
- Trinity Conception North: Western Bay Line
- South West Avalon: Junction Pond, Placentia Junction

Completed Canvassing in the following areas:

- Trinity Conception South: Holiday Hill Road, Highway 81 Markland to Colinet, collections to begin 3Oct16 with start of new contract
- New areas for 2017: Peak Pond, Reid's Pond, Berry Pond, Ocean Pond, Hodgewater Pond, Hodgewater Line, Maher's, Gould's Pond, Gould's Big Pond, Brigus Junction, Middle Gull Pond

Canvassing of Fair Haven Road to be completed 17Sept16, collections to start first week in January 2017 with start of new contract.

Areas previously identified but not canvassed Perry's Cove and Roache's Line. Perry's Cove has a waste management committee in place and Roache's Line has a LSD in place that we have not been able to communicate with.

Tonnage of curbside material collected:

Contract	Waste	Recycling	Bulk	Total	Diversion %
Southern Shore	478,650	25,280	40,730	544,660	4.6
Isthmus	375,000	9,830	58,370	443,200	2.2
Trinity South Center	399,340	12,560	31,660	443,560	2.8
Southwest Arm South	61,360	3,610	8,360	73,330	4.9
Trinity Bay North	322,860	4,770		327,630	1.5
Bay de Grave	153,620	4,760		158,380	3.0
South West Avalon	610,190	17,370	39,770	667,330	2.6
Clarenville	614,610	49,830	-	664,440	7.5
Carbonear	590,110	19,560	62,980	672,650	2.9
CBC	375,160	15,800		390,960	4.0
Total	3,989,290	166,540	241,870	4,397,700	3.6

All weights in Kg

In summary:

- Change in the curbside diversion rate, 2.5% in 2014 to 2.7% in 2015 and to date 3.6% in 2016 in part due to positive uptake of recycling in Clarendville and Area.
- As previously reported from communities serviced in both 2014 and 2015 we have seen an overall decrease in waste collected. Extrapolating the volume collected in the first half of the year to the remainder of the year waste volumes may further decrease in 2016.

WRF's:

- Opened WRF in Whitbourne
- Accepted metals from bulk day (s)
- Preparations for highway site signage installation update: no movement
- Regulatory visits- none
- Trained a Bay Bulls Waste Recovery Facility staff for OH&S committee
- Metals removed from WRF sites began, volumes not yet received.
- Conducted monthly site visits
- There were not enough Non MMSB program tires to make a load so none were removed during the spring acceptance of non-MMSB program tires.

Table 2:

WRFs	Waste	Removals	Tires	E- Waste (bags)
Bay Bulls	332,200	22	398	10
Renews / Cappahayden	56,990	4	112	0
St. Joseph's	72,300	5	403	
Placentia	94,250	7	371	10
Sunnyside	60,750	4	390	7
Cavendish	135,940	10	239	12
Harbour Grace	413,050	30	1414	0
Old Perlican*	275,180	23	0	0
Clarendville	94,770	8	0	0
Whitbourne	0	0	0	0
Total	1,535,430	113	2,956	39

Client visits not yet calculated

All weights in Kg

In summary:

- When assessing only facilities that were open in both 2015 and 2016 waste removal from the WRFs is up from Q2 of 2015 and up from the first half of 2015. An overall increase in volume is also seen due to 2 more Facilities being open.

Clareville Transfer Station:

- Volume of Commercial waste received at the facility: 917,410 Kg. Volume of Commercial Recycling received at the facility 22,500 Kg
- Total waste received at the facility 1,532,020. Total Recycling received at the facility 72,330. Note this does not include material received at the Waste Recovery portion of the facility.
- No closed days
- Nexgen completed outstanding work
- Regulatory visit in June found Site in good condition but did note that furniture pile needed to be reduced.
- Recommend changing times of operation on Saturdays to 9:00am to 4:00pm in 2017. This will allow for one staff to cover the entire shift without incurring overtime. Based on 2016 residential Waste Recovery Facility visit log Saturday 4:00 pm – 5:00 pm is the time of least usage. Commercial waste is accepted between 9 and noon so it will not be impacted by this change.

Other Waste Operations:

- Completed 2016 – 2017 School Recycling Pilot - Met with School Board representatives and MMSB and discussed a go forward, at this time approval to continue with the 9 schools identified in 2014.
- Back Hoe tender was awarded
- Occupational Health and Safety Inspection Branch inspection report order was issued. There were 3 findings. The first 2 related to the printer which services the front desk. Theses 2 orders were closed out. The third was pertaining to out occupational health and safety program, specifically the need to establish safe work practices for collection operations. A hazard assessment for collection operations was completed and as a result 3 safe work practices were developed. The inspector has received all material and we are waiting for written notification that the order is closed.
- Trinity Bay South / Trinity Bay Center contract tender closed
- Community clean-up program: The following communities participated in the program:
 - Town of Carbonear (0, since all material was bottle recyclables and not acceptable at the site), Cavendish (3/4 pick –up loads), Bay Bulls (5 pick-up loads), Harbour Grace (1 pick-up load), St. Mary’s (3 bags).

Feedback from participating communities was positive.

- Household Hazardous Waste collections for the spring were held see table 3. Fall program will be in September.

Table 3:

HHW Site	Event Date	Amounts are in liters										Amounts are in Such										
		Aerosols	Flammable Labpacks	Flammable Liquid Pails	Oil Labpacks	Oil Pails	Acid Labpacks	Basic Labpacks	Pesticide Labpacks	Oxidiser Labpacks	Organic Peroxides	Fluorescent Tubes	CFE Bulbs	Propane Tanks (20Lb)	Propane (Small Cylinders)	Compressed Gas Cylinders	Helium Tanks	Fire Extinguishers	Paint Boxes	Number of vehicles		
Clareville	11-Jun-16	40	140	260	160	0	0	8	10	0	0	0	0	10	40	17	25	0	0	3	2.5	64
Smith Sound	11-Jun-16	25	30	40	10	20	0	0	0	0	0	0	0	0	0	5	10	0	3	2	1	25
Little Heart's Ease	11-Jun-16	15	20	0	50	0	1	0	0	0	0	0	0	20	2	9	0	0	0	0	0.25	13
North Harbour	11-Jun-16	2	30	10	30	0	4	0	0	0	0	0	0	0	3	3	0	0	0	0	1	nr
Arnold's Cove	11-Jun-16	20	100	80	130	0	15	0	0	0	0	0	15	0	2	6	0	2	0	0	1.75	30
Southern Harbour	11-Jun-16	1	30	0	8	0	0	0	0	0	0	0	0	0	1	10	0	0	0	0	0.25	nr
Norman's Cove	11-Jun-16	25	235	320	200	60	0	15	0	0	0	0	0	15	12	20	0	1	4	2	59	
Piacentia	11-Jun-16	15	100	140	120	40	5	0	0	0	0	0	10	0	6	15	0	0	0	0	1	32
Chance Cove	11-Jun-16	0	4	0	0	0	0	0	0	0	0	0	30	0	0	0	0	0	0	0	0.25	11
Holwood	11-Jun-16	10	70	40	0	0	0	5	10	0	0	0	0	0	0	15	2	0	0	0	0.75	16
Carbonear	25-Jun-16	35	160	200	770	300	8	8	0	20	0	25	20	2	25	0	3	0	0	0	4.5	109
Mount Carroll - Mitchell's Brook - St. Catherine's	25-Jun-16	8	15	60	80	40	0	0	0	0	0	0	0	0	20	10	0	1	0	0	0.75	39
St. Joseph's	25-Jun-16	9	25	80	15	0	0	0	0	0	0	10	0	2	5	0	0	0	3	0	0.25	14
Admiral's Beach	25-Jun-16	3	15	40	0	160	0	0	0	0	0	20	25	0	2	0	0	0	0	0	0.25	15
St. Mary's	25-Jun-16	5	15	100	0	0	0	0	0	0	0	0	0	2	10	0	0	0	0	0	0.25	15
St. Vincent's - St. Stephen's - Peter's River	25-Jun-16	0	18	0	20	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0.25	4
St. Short's	25-Jun-16	10	85	80	72	120	1	1	0	0	0	0	0	0	7	15	0	1	0	0	1.5	16
Whitbourne	25-Jun-16	8	70	0	40	0	0	0	0	0	0	0	0	10	13	10	0	0	0	0	1	40
Bay Roberts	25-Jun-16	15	210	540	260	200	0	0	10	0	0	25	15	2	16	0	0	0	0	0	2.5	42
Conception Harbour	25-Jun-16	5	35	40	40	140	0	0	0	0	0	15	0	9	8	0	0	0	0	0	1	17
Total for 20 events		250	1407	2030	2005	1080	10	61	30	20	0	160	145	103	214	2	11	12	23	12	23	561