



ERSB Board of Directors Meeting: The Capital Hotel, St. John's, NL Minutes

Eastern Regional Service Board
Wednesday, June 26, 2024 at 6:00 PM NDT
@ 208 Kenmount Road, St. John's, NL A1B 3P2

Attendance

Present:

Members: Bill (remote), Jill Davis, Christie Dean, Rodney Drover, Ronald Korab, Kevin OLeary, Holly Power, Ophelia Ridgeley, Steve Tessier, Gerard Tilley, Lynn Tucker, Lawrence Whelan	Antle, Daniel (Danny) Bruce, Maggie Delaney Ellsworth, T. Alexander McDonald, Jason O'Brien (remote), Sheilagh Ravencroft	Breen Burton, Glenn Clarke, Tom (remote), Craig Hickman, Jamie (remote), Carl Vaters, Hilda
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Guests: Charles Bown

Absent:

Members: Mark Vardy

I. Call to Order

The meeting was called to order at 7:02 p.m.

II. Adoption of Agenda

The agenda was tabled for approval.

 [Draft Agenda BOD June 26 2024.docx](#)

Motion:

BE IT RESOLVED that the agenda be adopted as tabled.

Motion moved by Steve Tessier and motion seconded by Carl Ridgeley . Carried Unanimously.

III. Review of Minutes

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

 [BOD Meeting Minutes Clarke's Beach, May 29, 24.pdf](#)

Motion:

BE IT RESOLVED that the minutes from May 29, 2024 be adopted as tabled.

Motion moved by Steve Tessier and motion seconded by Gerard Tilley. Carried Unanimously.

IV. Committee Reports

A. Finance & Audit Committee

Mr. Hickman, Committee Member, delivered the Finance and Audit Committee report.

1. Board Expenditures

Board expenditures for the month of May 2024 were tabled for review and approval. There were no questions or concerns.

 [Meeting Package Cheque Register May 2024.pdf](#)

 [Meeting Package Payroll Expense MAY 2024.pdf](#)

 [BMO Statement May 2024.pdf](#)

Motion:

BE IT RESOLVED that the Board adopt the expenditures for the month of May 2024 as tabled.

Motion moved by T. Alexander Hickman
and motion seconded by Bill Antle .
Carried Unanimously.

2. Incorporated Towns Payment Activity Report

An update on the incorporated towns' payment activity was provided. There were no questions or concerns.

 [2024 Incorporated Towns Payment Activity Report at June 11.pdf](#)

3. Ms. Ravencroft joined the meeting at 7:04 p.m.

4. Mr. Breen joined the meeting at 7:06 p.m.

5. Grapple Truck Repair – Whitbourne Depot Update

Mr. Hickman provided an update on the ongoing repairs to one of the Board's grapple trucks that has engine issues. It was suggested that the grapple be taken off of the old truck and installed on a newer truck if required which would be much more time efficient than the purchase and installation of a whole new unit. Staff will keep the Committee apprised of the situation should a decision need to be made. There were no questions or concern.

B. Strategy & Policy Committee

Mr. Tilley, Committee Chair, delivered the Strategy & Policy Committee Report.

1. Electrification of Bay Bulls and Renew-Cappahayden Waste Recovery Facilities – Update

Mr. Tilley was pleased to report a positive update from Newfoundland Power. The Crown Lands easement for the Bay Bulls Waste Recovery Facility has been received and the pole should be installed soon. The status of the easement for the Renew-Cappahayden Waste Recovery Facility was discussed and it was agreed that it would be brought to the Provincial Government to discuss options if not provided in a timely manner.

2. Implementation of User Cards at Waste Recovery Facilities - Update

Mr. Tilley reported that the project of implementing user cards at the Board's waste recovery facilities has been put on hold until the new scale software and user kiosks for the Clarenville Transfer Station (CTS) has been installed.

Strong Data Automation only has resources available for one project at a time. The user cards at waste recovery facilities is anticipated to be operational for the first week of September.

3. Installation of New Scale Software at the Clarenville Transfer Station – Update

Mr. Tilley reported that the new scale software and user kiosks at the Clarenville Transfer Station should be up and running for July. Staff are in the process of notifying the commercial users of the Clarenville Transfer Station of the changes and some have already identified themselves in waiting for their user cards.

4. Water Well at the Clarenville Transfer Station – Update

Mr. Tilley reported that the approval of a well application is required by the Provincial Government to proceed with drilling a well at the Clarenville Transfer Station. Once the application is approved, the project is expected to start within two weeks of that date.

5. Board Brainstorming Session

Mr. Tilley noted that the Board Chair would like to schedule a brainstorming session in the coming weeks to review policies and set priorities for the coming year.

- C. Governance Committee

Mr. McDonald, Committee Chair, delivered the Governance Committee Report.

1. Motions Log Review

Mr. McDonald referred to the motions log that was included in the meeting package for review.

 [Motions Adopted - ERSB 2.pdf](#)

2. Municipalities Newfoundland and Labrador Sponsorship: Conference, Trade Show, & AGM – Gander, NL, November 7-9, 2024

Mr. McDonald referred to the information that was provided in the meeting package. A joint sponsorship with other Regional Services Boards was discussed. The CAO and Board Clerk will reach out to the Central and Western regional service boards to

explore the possibility of co-sponsoring the event, as well as reaching out to MNL to discuss options that are available.

 [MNL Sponsorship Package final.01.pdf](#)

3. Board Professional Development

Mr. McDonald reported that Director Gerard Tilley expressed interest in attending the upcoming Canadian Stewardship Conference taking place in Toronto, September 24-25, 2024. Mayor Breen also expressed his interest in attending the conference; Therefore, it was agreed that the motion would be amended to include two Board members in the conference registration.

Mr. Charles Bown, CEO of the Multi-Materials Stewardship Board reviewed some of the key topics that will be discussed at this conference.

Motion:

BE IT RESOLVED that Motion No. 2024-051 be amended to read as follows:

BE IT RESOLVED that the Governance Committee recommends that the Board send the Chair, CAO, Director Operations, and two Board members to the Canadian Stewardship Conference taking place in Toronto on September 24-25, 2024.

Motion moved by Kevin

McDonald

and motion seconded by Ronald

Ellsworth

. Carried Unanimously.

4. Joint Councils Report

Mr. McDonald referred to the briefing note that was included in the meeting package. He highlighted that the Mental Health Mobile Crisis Unit and Urban Transit System have been topics of conversation for the Joint Councils as of late.

 [BN - June JC Update.docx](#)

D. Other Reports

1. Communications and Community Relations Working Group Update

Mr. Korab, Chair of the working group/committee, delivered the Report.

V. Continued Objectives

Mr. Korab reviewed the continued objectives that were confirmed upon setup of the Communications and Community Relations working group/committee.

VI. Meetings Scheduled with Joint Councils

A. Review of meeting with Southern Shore Joint Council - May 23, 2024, Cape Broyle Community Center

Mr. Korab provided a brief overview of the meeting that the Committee held with the Southern Shore Joint Council. Discussions during this meeting included a request to review the Board's

policy regarding fishing nets and other commercial materials. Since the meeting took place, the CAO did some further inquiring and confirmed the conclusion that this policy change would not be accepted and/or review by the Provincial Government as the Board's Certificate of Approval does not allow it.

B. Scheduling Future Meetings

It was noted that the Communications and Community Relations Working Group will resume meetings with Joint Councils of the Eastern Region in the Fall when regular committee and Board meetings reconvene.

VII. Promotional Material

Mr. Korab referred to the attached documents that the Board's Communications Coordinator has developed for review.

 [Draft program info handouts.pdf](#)

VIII. New Appointment System for Oversized Items Collection

The CAO provided an overview of the newly developed appointment system for the oversize items collection (formerly bulk waste collection). She noted that the system is working well; however, the booking of appointments has been slower than anticipated.

She also noted that the Communication Coordinator will reach out to all communities again with a reminder of the new process.

IX. Correspondence


There was no correspondence to review.


X. New Business

A. Motions by Email to be Ratified:

Mr. Tessier noted that the following motions were listed for ratifications purposes only.

1. Award of Clarke's Beach and Port de Grave Oversized Items/Bulk Collection Contract 2024

 [Briefing Note - Clarke's Beach Port de Grave Bulk Contract Award 2024.pdf](#)

 [Motion By Email - Clarke's Beach and Port de Grave Oversized Item Pick-up \(Bulk Collection\) Contract.pdf](#)

 [20240603_134713.pdf](#)

 [Response Report - MBE - Port de Grave Bulk.docx](#)

Motion:

BE IT RESOLVED that the Board award the contract for the Clarke's Beach – Port de Grave Oversized Items Collection to K.J.H. Dirtwork's Ltd. for the value of \$24,480.00 (plus HST).

Motion moved by Steve Tessier and motion seconded by T. Alexander Hickman . Carried Unanimously.

2. Award of Smith Sound Oversize Items/Bulk Collection Contract 2024

 [Brief Note - Smith Sound Oversize Items-Bulk RFP Award 2024.docx](#)

 [Motion By Email - Smith Sound Oversize Items Bulk Collection Contract 2024.pdf](#)

 [Response Report - MBE - Smith Sound Bulk.docx](#)

Motion:

BE IT RESOLVED that the Board award the contract for the Smith Sound Area Oversize Items Collection to Vardy Villa Ltd. for the value of \$23,000.00 (plus HST).

Motion moved by Steve Tessier and motion seconded by Jill Bruce . Carried Unanimously.

XI. Roundtable

Mr. Delaney reported a very positive phone call with the Mayor of Clarke's Beach. The Town was very grateful and impressed with the recent oversized items collection.

Mr. Breen reminded everyone that Monday, July 1st, is the 100th anniversary of the national war memorial in St. John's. The day will also consist of the repatriation ceremony for the unknown soldier.

Mr. Breen notified Members that traffic will be rerouted in several areas of the City to accommodate these events. He also noted that the pedestrian mall is now open for summer and all are invited to enjoy the downtown area of the City of St. John's this summer.

Mr. O'Brien noted that he is pleased to be a few steps ahead on some ongoing issues brought forward by Ward 6 - Southern Shore.

Ms. Ravencroft wished everyone a Happy Pride month.

Mr. Drover reported on the successful excursion that the Staff took during public service week. An adventure to one of the Board's waste recovery facilities and the Whitbourne depot was very beneficial and educational for the group.

Mr. Vaters reported that the \$27 million project of lift station 10 in the Town of Paradise is going well. The building is being enclosed this week and commissioning should take place early 2025.

Ms. O'Leary reported that Clean St. John's is having an excellent year so far as they're revamping their corporate sponsorship model. She also recommended reading "A Message in a Bottle"; It's a must-read book about plastics polluting the ocean.

Mr. Korab reminded Members that the fire band is still in effect for the St. John's-Metro region.

Ms. Bruce noted that Thursday is the first market at the pedestrian mall and Friday is the start of the Harbour-side Park Series, as well as Saturday being the Swinging Bells concert. All were encouraged to attend these events and to take part in all of the scheduled activities for downtown St. John's this summer.

Ms. Tucker thanked the Board's Staff for having the new Oversized Items Appointment System up and running so well. The Carbonear and Area program is ongoing and next week will be Smith Sound and Area. She was also pleased to report that she read a recent article where Amazon announced their

efforts in having the largest reduction of plastic packaging, including 15 billion plastic pillows that will be removed from the shipping/delivery system.

Mr. Davis reported that cigarette butts are the most polluted product on the planet, and much to the public's surprise, they are micro plastics, not paper products. He thanked the MMSB for being a sponsor to Clean St. John's for their project on cigarette butt collection.

Mr. Clarke commented on Canada Day celebrations in the Town of Victoria, including a free breakfast for those who are interested in attending.

Mr. Hickman asked for a brief update on the waste collection program taking place on the Bonavista Peninsula. A short discussion ensued and there are hopes for an update from the Provincial Government soon.

Mr. Tilley encouraged everyone to attend the annual Soiree in the Town of Conception Bay South that is coming up in July.

Mr. Bown reported that the 2021 liter study is available online for anyone wanting more information on the cigarette collection program. He noted that cigarette butts total 16% of Newfoundland and Labrador's liter. Mr. Bown thanked the Board for their open invitation to their monthly meetings. He added that even though the Bay Bulls Green Depot has been closed, residents with funds owing can be reassured that they will get paid. A request for proposal will be issued in the near future for another green depot to be set up in that area.

Mr. Tessier congratulated Ms. O'Leary and Mr. Vaters for being re-elected to the Federation of Canadian Municipalities Board of Directors. He was very pleased with the recent conference that took place in Calgary, AB. Mr. Tessier also congratulated the City of St. John's on the beautiful renovations of National War Memorial .

XII. Upcoming Meetings

Board Members were reminded of the next Board and Committee meetings:

- a) The next meeting of the Board of Directors will take place on Wednesday, October 2, 2024, at 7:00 p.m. This meeting will have a hybrid format and will be held at the Cultural Community House in George's Brook-Milton.
- b) The next meeting of the Finance & Audit Committee will take place on Thursday, September 12, 2024, at 12:30 p.m., format to be determined.
- c) The next meeting of the Strategy & Policy Committee will take place on Wednesday, September 11, 2024, at 8:30 a.m., format to be determined.
- d) The next meeting of the Governance Committee will take place on Wednesday, September 18, 2024, at 10:30 a.m., format to be determined.
- e) The next meeting of the Communications and Community Relations Working Group will take place on Thursday, September 19, 2024, at 12:00 p.m., format to be determined.

XIII. Adjournment

Seeing no further business to discuss, the meeting adjourned.

Motion:

BE IT RESOLVED that the meeting adjourned at 7:51.

Motion moved by Steve Tessier and motion seconded by Glenn Clarke. Carried Unanimously.

Eastern Regional Service Board

BNK2 - Bank of Montreal - EW [1060-0002]

Cheques from 0000000001 to 0000012164 dated between 05-01-2024 and 05-31-2024

CHEQUE REGISTER

Printed: 3:38:24PM 06/06/2024

Page 1 of 2

Number	Issued	Amount	SC	Status	Status Date
0000012085	05/08/2024 Dodd's Diesel Repair Ltd.	11,505.88	A/P	CLEARED	05/15/2024
0000012086	05/08/2024 62167 Newfoundland and Labrador Inc	7,380.30	A/P	CLEARED	05/17/2024
0000012087	05/08/2024 A1 Glass	405.93	A/P	CLEARED	05/23/2024
0000012088	05/08/2024 Bell Mobility Inc.	95.16	A/P	CLEARED	05/22/2024
0000012089	05/08/2024 Canadian Maritime Engineering	3,754.75	A/P	CLEARED	05/17/2024
0000012090	05/08/2024 Carl Ridgeley	120.31	A/P	CLEARED	05/16/2024
0000012091	05/08/2024 City of St. John's	40,294.86	A/P	CLEARED	05/16/2024
0000012092	05/08/2024 CTT Tirecraft	1,086.67	A/P	CLEARED	05/21/2024
0000012093	05/08/2024 D&L Russell Limited	93.12	A/P	OUT-STD	05/08/2024
0000012094	05/08/2024 Gerard Tilley	1,713.58	A/P	CLEARED	05/23/2024
0000012095	05/08/2024 Glenn Clarke	203.95	A/P	CLEARED	05/16/2024
0000012096	05/08/2024 Holly Power	139.09	A/P	CLEARED	05/13/2024
0000012097	05/08/2024 Jamie Korab	294.82	A/P	CLEARED	05/31/2024
0000012098	05/08/2024 Jason O'Brien	27.85	A/P	CLEARED	05/16/2024
0000012099	05/08/2024 Jenkins Anthony Inc.	7,695.81	A/P	CLEARED	05/16/2024
0000012100	05/08/2024 Kal Tire	1,687.06	A/P	CLEARED	05/22/2024
0000012101	05/08/2024 Leslie Squires	550.00	A/P	CLEARED	05/21/2024
0000012102	05/08/2024 Miller IT Limited	664.71	A/P	CLEARED	05/15/2024
0000012103	05/08/2024 Newfoundland Power Inc.	72.83	A/P	CLEARED	05/15/2024
0000012104	05/08/2024 Nexgen Municipal Inc.	12,507.56	A/P	CLEARED	05/31/2024
0000012105	05/08/2024 NL Association of Fire Services	747.50	A/P	OUT-STD	05/08/2024
0000012106	05/08/2024 North Atlantic	29,695.47	A/P	CLEARED	05/16/2024
0000012107	05/08/2024 O'Brien's Trucking Ltd	3,660.83	A/P	CLEARED	05/28/2024
0000012108	05/08/2024 OMB Parts & Industrial Ltd.	163.39	A/P	CLEARED	05/21/2024
0000012109	05/08/2024 ORKIN Canada Corporation	209.90	A/P	CLEARED	05/23/2024
0000012110	05/08/2024 Parts For Trucks Inc.	7.81	A/P	CLEARED	05/27/2024
0000012111	05/08/2024 Pat Singleton	5,750.00	A/P	CLEARED	06/04/2024
0000012112	05/08/2024 Pike's Pro Hardware & Building Supplies	118.60	A/P	CLEARED	05/17/2024
0000012113	05/08/2024 Pitney Bowes	216.80	A/P	CLEARED	05/23/2024
0000012114	05/08/2024 Princess Auto	278.27	A/P	CLEARED	05/22/2024
0000012115	05/08/2024 Quikprint Services Ltd.	2,689.89	A/P	CLEARED	05/15/2024
0000012116	05/08/2024 Ron Ellsworth	183.63	A/P	CLEARED	05/21/2024
0000012117	05/08/2024 Shred-it c/o Stericycle ULC	102.18	A/P	CLEARED	05/24/2024
0000012118	05/08/2024 Steele Clarendville Chrysler	254.02	A/P	CLEARED	05/17/2024
0000012119	05/08/2024 Strong Data Inc.	25,357.50	A/P	CLEARED	05/16/2024
0000012120	05/08/2024 T2 Ventures Inc.	318,491.29	A/P	CLEARED	05/13/2024
0000012121	05/08/2024 Tulk Tire & Service Ltd.	4,895.24	A/P	CLEARED	05/15/2024
0000012122	05/10/2024 Advantage Personnel Ltd.	1,467.40	A/P	CLEARED	05/21/2024
0000012123	05/22/2024 De Lage Landen Financial Services Canada Ltd.	398.48	A/P	CLEARED	05/31/2024
0000012124	05/22/2024 Dicks and Company Limited	201.20	A/P	CLEARED	05/29/2024
0000012125	05/22/2024 Dodd's Diesel Repair Ltd.	5,965.64	A/P	CLEARED	05/29/2024
0000012126	05/22/2024 Harris Ryan	1,495.00	A/P	CLEARED	05/29/2024
0000012127	05/22/2024 Holly Power	87.11	A/P	CLEARED	05/24/2024
0000012128	05/22/2024 Jenkins Anthony Inc.	7,695.81	A/P	CLEARED	06/04/2024
0000012129	05/22/2024 Larry Vaters	111.40	A/P	CLEARED	05/30/2024
0000012130	05/22/2024 Mark Vardy	205.06	A/P	CLEARED	05/29/2024

** - Name on Check was modified

Eastern Regional Service Board

BNK2 - Bank of Montreal - EW [1060-0002]

Cheques from 0000000001 to 0000012164 dated between 05-01-2024 and 05-31-2024

CHEQUE REGISTER

Printed: 3:38:25PM 06/06/2024

Page 2 of 2

Number	Issued		Amount	SC	Status	Status Date
0000012131	05/22/2024	Newfoundland Power Inc.	6,223.61	A/P	CLEARED	05/28/2024
0000012132	05/22/2024	OMB Parts & Industrial Ltd.	132.57	A/P	CLEARED	05/30/2024
0000012133	05/22/2024	Parts For Trucks Inc.	516.66	A/P	CLEARED	05/31/2024
0000012134	05/22/2024	Pinnacle Office Solutions Ltd.	130.92	A/P	OUT-STD	05/22/2024
0000012135	05/22/2024	Pitney Bowes	6,047.25	A/P	OUT-STD	05/22/2024
0000012136	05/22/2024	Quikprint Services Ltd.	1,224.61	A/P	CLEARED	05/30/2024
0000012137	05/22/2024	T2 Ventures Inc.	35,343.31	A/P	CLEARED	05/27/2024
0000012138	05/22/2024	Tulk Tire & Service Ltd.	1,058.00	A/P	CLEARED	05/30/2024
0000012139	05/22/2024	Vardy Villa Limited	36,441.91	A/P	OUT-STD	05/22/2024
0000012140	05/23/2024	Craig Drover	3,752.89	A/P	CLEARED	05/23/2024
0000012141	05/23/2024	Jenkins Anthony Inc.	7,696.93	A/P	CLEARED	06/04/2024
0000012142	05/24/2024	Ridge G&P Services Ltd.	21,011.13	A/P	CLEARED	05/29/2024
Total Issued (58):			\$620,323.45			
Total Voided (0):			\$0.00			
Grand Total:			\$620,323.45			
Number of Cheques Listed:			58			

EASTERN REGIONAL SERVICE BOARD

PAYROLL EXPENSE

MAY 2024

Payroll – Staff (<i>3 pay periods – 30 employees</i>).....	\$212,421.93
Payroll – Board (<i>20 members</i>)	<u>\$00,000.00</u>
Total Payroll (<i>30 employees</i>)	\$211,421.93
Payroll CRA Remittance	<u>\$72,818.19</u>
TOTAL GROSS PAYROLL	<u>\$285,240.21</u>

PREVIOUS MONTH

APRIL 2024

Payroll – Staff (<i>2 pay periods – 29 employees</i>).....	\$138,977.83
Payroll – Board (<i>20 members</i>)	<u>\$22,470.69</u>
Total Payroll (<i>49 employees</i>)	\$161,448.52
Payroll CRA Remittance	<u>\$ 53,125.70</u>
TOTAL GROSS PAYROLL	<u>\$214,574.22</u>



Statement

Account Name:	EASTERN REGIONAL SERVICE BOARD	Card Number:	xxxx-xxxx-xxxx-3165
Company Name:	EASTERN REGIONAL SERVICE BOARD	Account Limit:	\$ 50,000.00
Employee ID:	CDROVER	Available Credit:	\$ 33,040.94
Statement Date (MM/DD/YYYY):	05/28/2024	Currency:	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	06/18/2024		

Payments and credits received after this statement date and before the payment due date will reduce the total amount charged to your autopay account for this statement period.

Payments made to Individual cards will refresh both the Corporate limit and the Individual card limit by the amount paid. Payments and credits received after this statement date will be reflected on your next statement.

Statement Summary:

YOUR REWARDS

Rewards earned:	\$ 169.59
Rewards adjusted:	\$ 0.00
Total rewards earned:	\$ 169.59
Rewards balance year to date:	\$ 615.18

Annual cashback credit processed annually in January

Report any items which do not agree with your records within 30 days of the statement date.

Previous Balance:	\$ 13,595.23
Payments:	\$ -13,595.23
Adjustments:	\$ 0.00
Net Purchases:	\$ 16,959.06
Cash Advance:	\$ 0.00
Fees:	\$ 0.00
Other Charges:	\$ 0.00
New Account Balance:	\$ 16,959.06

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
Card Number xxxx-xxxx-xxxx-3165 EASTERN REGIONAL SERVICE BOARD					
05/20	05/20 532569790	AUTOMATIC PYMT RECEIVED	\$ -13,595.23	\$ 0.00	\$ -13,595.23

TOTAL CREDITS	xxxx-xxxx-xxxx-3165	\$ -13,595.23
TOTAL DEBITS	xxxx-xxxx-xxxx-3165	\$ 0.00

Card Number xxxx-xxxx-xxxx-3500 BUTT, KEVIN					
04/25	04/29 529142790	CANADIAN TIRE #217 CARBONEAR NL	\$ 149.98 084162	\$ 22.50 (e)	\$ 172.48
04/30	05/01 529589495	ST. JOHNS MUNICIPAL C ST. JOHNS NL	\$ 26.09 023813	\$ 3.91 (e)	\$ 30.00
04/30	05/01 529589496	ST. JOHNS MUNICIPAL C ST. JOHNS NL	\$ 26.09 074439	\$ 3.91 (e)	\$ 30.00
04/30	05/01 529589497	ST. JOHNS MUNICIPAL C ST. JOHNS NL	\$ 26.09 064868	\$ 3.91 (e)	\$ 30.00

05/03	05/06 530543540	TIM HORTONS #5343 WHITBOURNE NL	\$ 10.43 002995	\$ 1.56 (e)	
05/08	05/10 531368159	CANADIAN TIRE #333 ST JOHNS NL	\$ 411.96 097023	\$ 61.79 (e)	\$ 473.75
05/14	05/15 532001683	THORNES BUILDING SUPPL WHITBOURNE NL	\$ 70.84 073774	\$ 10.63 (e)	\$ 81.47
05/14	05/15 532001682	CIRCLE K / IRVING #QPS HOLYROOD NL	\$ 4.08 046337	\$ 0.61 (e)	\$ 4.69
05/15	05/16 532337727	HICKMAN CARBONAER CARBONEAR NL	\$ 97.32 014130	\$ 14.60 (e)	\$ 111.92

TOTAL CREDITS xxxx-xxxx-xxxx-3500 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-3500 **\$ 946.30**

Card Number xxxx-xxxx-xxxx-7456 DEAN, CHRISTIE

05/13	05/14 531889510	STARLINK INTERNET HALIFAX NS	\$ 320.00 033640	\$ 48.00 (e)	\$ 368.00
05/17	05/20 532917335	SOLID WASTE ASSOCIA 8004679262 MD US DOLLAR 250.00@1.398480000	\$ 349.62 006707	\$ 0.00	\$ 349.62

TOTAL CREDITS xxxx-xxxx-xxxx-7456 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-7456 **\$ 717.62**

Card Number xxxx-xxxx-xxxx-3047 DROVER, CRAIG

04/27	04/29 529142789	TELUS MOBILITY PREAUTH CALGARY AB	\$ 1,231.25 088119	\$ 184.69 (e)	\$ 1,415.94
05/01	05/02 529817417	CAMA FREDERICTON NB	\$ 491.30 087285	\$ 73.70 (e)	\$ 565.00
05/03	05/06 530543537	CPC / SCP 005444 TORBAY NL	\$ 986.58 093950	\$ 147.99 (e)	\$ 1,134.57
05/04	05/06 530543538	TELUS MOBILITY PREAUTH CALGARY AB	\$ 343.00 055197	\$ 51.45 (e)	\$ 394.45
05/04	05/06 530543539	AMZN MKTP CA 6G5O54Z43 WWW.AMAZON.CA ON	\$ 44.95 078382	\$ 6.74	\$ 51.69
05/09	05/13 531535216	TELUS MOBILITY SCARBOROUGH ON	\$ 88.57 023684	\$ 13.29 (e)	\$ 101.86

TOTAL CREDITS xxxx-xxxx-xxxx-3047 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-3047 **\$ 3,663.51**

Card Number xxxx-xxxx-xxxx-4730 HEATH, IVAN

05/02	05/06 530542515	FOODLAND #9214 WHITBOURNE NL	\$ 9.48 099554	\$ 1.42 (e)	\$ 10.90
05/08	05/09 531138090	CLARKE & CLARKE HOME H BELL ISLAND NL	\$ 100.46 015828	\$ 15.07 (e)	\$ 115.53
05/23	05/27 533793522	FOODLAND #9214 WHITBOURNE NL	\$ 16.97 091938	\$ 2.55 (e)	\$ 19.52

TOTAL CREDITS xxxx-xxxx-xxxx-4730 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-4730 **\$ 145.95**

Card Number xxxx-xxxx-xxxx-5229 RIDEOUT, COLIN

TOTAL CREDITS xxxx-xxxx-xxxx-5229 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-5229 **\$ 32.99**

Card Number xxxx-xxxx-xxxx-0293 TUCKER, LYNN

04/26	04/29 529142861	AMAZON.CA WU9GJ7U63 AMAZON.CA ON	\$ 13.68 030858	\$ 2.05	\$ 15.73
04/26	04/29 529142791	CORA BREAKFAST AND LUN ST JOHNS NL	\$ 240.98 057483	\$ 36.15 (e)	\$ 277.13
04/29	04/30 529485592	FCM - FED.OF CDN MUN OTTAWA ON	\$ 1,017.48 002570	\$ 132.27 (e)	\$ 1,149.75
04/29	04/30 529485591	FCM - FED.OF CDN MUN OTTAWA ON	\$ 1,017.48 030615	\$ 132.27 (e)	\$ 1,149.75
04/30	05/01 529589569	FCM - FED.OF CDN MUN OTTAWA ON	\$ 1,017.48 069702	\$ 132.27 (e)	\$ 1,149.75
05/02	05/06 530543695	AIR CAN 00144265790973 AIRCANADA.COM MB	\$ 24.15 057702	\$ 0.00	\$ 24.15
		Passenger Name Molloy/Krysta Ticket Number 0144265790973			
05/02	05/06 530543697	AIR CAN 00144265790975 AIRCANADA.COM MB	\$ 70.84 057702	\$ 0.00	\$ 70.84
		Passenger Name Squires/Leona Ticket Number 0144265790975			
05/02	05/06 530543694	AIR CAN 00144265790972 AIRCANADA.COM MB	\$ 24.15 057702	\$ 0.00	\$ 24.15
		Passenger Name Squires/Leona Ticket Number 0144265790972			
05/02	05/06 530543615	AIR CAN 00142195667014 AIRCANADA.COM MB	\$ 1,210.58 057702	\$ 0.00	\$ 1,210.58
		Passenger Name Squires/Leona Ticket Number 0142195667014			
05/02	05/06 530543618	AIR CAN 00144265790970 AIRCANADA.COM MB	\$ 70.84 057702	\$ 0.00	\$ 70.84
		Passenger Name Squires/Leona Ticket Number 0144265790970			
05/02	05/06 530543698	AIR CAN 00144265790976 AIRCANADA.COM MB	\$ 70.84 057702	\$ 0.00	\$ 70.84
		Passenger Name Molloy/Krysta Ticket Number 0144265790976			
05/02	05/06 530543619	AIR CAN 00144265790971 AIRCANADA.COM MB	\$ 24.15 057702	\$ 0.00	\$ 24.15
		Passenger Name Molloy/Krysta Ticket Number 0144265790971			
05/02	05/06 530543696	AIR CAN 00144265790974 AIRCANADA.COM MB	\$ 24.15 057702	\$ 0.00	\$ 24.15
		Passenger Name Squires/Leona Ticket Number 0144265790974			
05/02	05/06 530543616	AIR CAN 00142195667015 AIRCANADA.COM MB	\$ 1,210.58 057702	\$ 0.00	\$ 1,210.58
		Passenger Name Molloy/Krysta Ticket Number 0142195667015			
05/02	05/06 530543617	AIR CAN 00144265790969 AIRCANADA.COM MB	\$ 70.84 057702	\$ 0.00	\$ 70.84
		Passenger Name Molloy/Krysta Ticket Number 0144265790969			
05/03	05/03 530057027	CIVICINFO BC 250-383-4898 BC	\$ 744.42 061849	\$ 89.33 (e)	\$ 833.75

05/03	05/03 530057103	CIVICINFO BC 250-383-4898 BC	\$ 744.42 087260	\$ 89.33 (e)	
05/09	05/10 531368160	STAPLES.CA MISSISSAUGA ON	\$ 309.34 065678	\$ 40.21 (e)	\$ 349.55
05/09	05/10 531368161	HSW DOMAINPEOPLE.COM CHICAGO IL US DOLLAR 78.49@1.411007771	\$ 110.75 059969	\$ 0.00	\$ 110.75
05/09	05/10 531368237	HSW DOMAINPEOPLE.COM CHICAGO IL US DOLLAR 78.49@1.411007771	\$ 110.75 024998	\$ 0.00	\$ 110.75
05/16	05/20 532917262	BOSTON PIZZA #914 OLM ST. JOHN'S NL	\$ 194.98 011552	\$ 29.25 (e)	\$ 224.23
05/17	05/20 532917263	ZOOM.US 888-799-9666 SAN JOSE CA	\$ 21.49 067175	\$ 3.22 (e)	\$ 24.71
05/25	05/27 533793520	AMAZON.CA 4584B7H13 AMAZON.CA ON	\$ 45.97 030874	\$ 3.00	\$ 48.97
05/27	05/27 533793521	PAC PACKG. CONSORTIUM MARKHAM ON	\$ 2,100.00 084500	\$ 273.00 (e)	\$ 2,373.00

TOTAL CREDITS	xxxx-xxxx-xxxx-0293	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-0293	\$ 11,452.69



CUSTOMER SERVICE:

Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

BMO

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Diners Club

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TTY (For the Deaf and Hard of Hearing): 1-866-859-2089

Internet: dinersclubnorthamerica.com



PAYMENT INFORMATION:

	BMO	Diners Club
You can mail your payment to:	BMO P.O. Box 6044, Station Centre-Ville Montreal, QC H3C 3X2	Diners Club P.O. Box 6044, Station Centre-Ville Montreal, QC H3C 3X2
You may send your payment via overnight mail to:	BMO Symcor Inc (Remittance services) 650 Bridge Street Montreal, Quebec H3K 3K9	Diners Club Symcor Inc (Remittance services) 650 Bridge Street Montreal, Quebec H3K 3K9
IMPORTANT PAYMENT INFORMATION:	For BMO accounts, please make your cheque or money order payable to: BMO Bank of Montreal	For Diners Club accounts, please make your cheque or money order payable to: Diners Club

If you are paying by mail:
Remember

- Enclose your cheque or money order, payable in the same currency as your credit card, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your cheque or money order.
- Please do not send cash.

A fee will be assessed against returned cheques.

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The balance due will be automatically debited from your bank account as you authorized.

TOWNS PAYMENT ACTIVITY 2024 - As of June 11, 2024
 (Towns include all incorporated towns and those LSDs who pay collectively)

CustCode	Town/Local Service District	Number of Units	Number of Units x \$200.00	Prior Year (Credit) Arrears *	Total Invoiced	Payments/ Adjustments	Arrears	Over 30 Days Past Due	Over 60 Days Past Due	Current Balance
LSDOF201	LSD of Georgetown	131	\$26,200	\$0	\$26,200	\$13,100	\$0	\$0	\$0	\$13,100
LSDOF202	LSD of Marysville	240	\$48,000	\$1,500	\$49,500	\$22,000	\$0	\$0	\$0	\$27,500
POUCH001	Town of Pouch Cove	914	\$182,800	\$0	\$182,800	\$42,226	\$0	\$0	\$0	\$140,574
TOWN0001	Town of Carbonear	2151	\$456,606	\$0	\$456,606	\$95,946	\$0	\$0	\$0	\$360,660
TOWN0003	Town of Clarke's Beach	611	\$122,200	\$0	\$122,200	\$117,320	\$0	\$0	\$0	\$4,880
TOWN301	Town of Come by Chance	118	\$23,600	\$0	\$23,600	\$11,800	\$0	\$0	\$0	\$11,800
TOWN302	Town of Norman's Cove-Long Cove	333	\$66,600	\$0	\$66,600	\$33,360	\$0	\$0	\$0	\$33,240
TOWN303	Town of Chapel Arm	253	\$50,600	\$0	\$50,600	\$25,300	\$0	\$0	\$0	\$25,300
TOWN304	Town of Southern Harbour	184	\$36,800	\$0	\$36,800	\$18,400	\$0	\$0	\$0	\$18,400
TOWN305	Town of Sunnyside	205	\$41,000	\$0	\$41,000	\$20,500	\$0	\$0	\$0	\$20,500
TOWN502	Town of Chance Cove	151	\$30,200	\$0	\$30,200	\$15,100	\$0	\$0	\$0	\$15,100
TOWN503	Town of Arnold's Cove	535	\$107,000	\$0	\$107,000	\$53,500	\$0	\$0	\$0	\$53,500
TOWNO203	Town of Colliers	293	\$58,600	\$0	\$58,600	\$29,300	\$0	\$0	\$0	\$29,300
TOWNO205	Town of Holyrood	1095	\$219,000	\$0	\$219,000	\$219,000	\$0	\$0	\$0	\$0
TOWNO401	Town of Aquaforte	69	\$13,800	\$0	\$13,800	\$4,118	\$0	\$0	\$0	\$9,682
TOWNO402	Town of Bay Bulls	633	\$126,600	\$0	\$126,600	\$63,300	\$0	\$0	\$0	\$63,300
TOWNO403	Town of Cape Broyle	277	\$55,400	\$0	\$55,400	\$15,527	\$0	\$0	\$0	\$39,873
TOWNO404	Town of Fermeuse-Kingman's Cove	179	\$35,800	-\$180	\$35,620	\$17,810	\$0	\$0	\$0	\$17,810
TOWNO405	Town of Ferryland	272	\$54,400	\$0	\$54,400	\$27,200	\$0	\$0	\$0	\$27,200
TOWNO407	Town of Renew's-Cappahayden	234	\$46,800	\$0	\$46,800	\$23,400	\$0	\$0	\$0	\$23,400
TOWNO408	Town of St. Shott's	50	\$10,000	\$0	\$10,000	\$5,000	\$0	\$0	\$0	\$5,000
TOWNO410	Town of Witless Bay	744	\$148,800	\$0	\$148,800	\$74,400	\$0	\$0	\$0	\$74,400
TOWNO411	Town of Portugal Cove South	88	\$17,600	\$0	\$17,600	\$8,800	\$0	\$0	\$0	\$8,800
TOWNO504	Town of Long Harbour-Mount Arlington H	195	\$39,000	\$0	\$39,000	\$19,383	\$0	\$0	\$0	\$19,617
TOWNO505	Town of Fox Harbour	134	\$26,800	\$0	\$26,800	\$13,400	\$0	\$0	\$0	\$13,400
TOWNO507	Town of St. Bride's	139	\$27,800	\$0	\$27,800	\$13,900	\$0	\$0	\$0	\$13,900
TOWNO508	Town of Point Lance	47	\$9,400	\$0	\$9,400	\$4,700	\$0	\$0	\$0	\$4,700
TOWNO509	Town of Branch	161	\$32,200	\$0	\$32,200	\$22,200	\$0	\$0	\$0	\$10,000
TOWNO510	Town of Mount Carmel-Mitchell's Brook-S	299	\$59,800	\$0	\$59,800	\$29,900	\$0	\$0	\$0	\$29,900
TOWNO511	Town of St. Joseph's	107	\$21,400	\$0	\$21,400	\$10,700	\$0	\$0	\$0	\$10,700
TOWNO512	Town of Admiral's Beach	82	\$16,400	\$0	\$16,400	\$8,200	\$0	\$0	\$0	\$8,200
TOWNO514	Town of Colinet	75	\$15,000	\$0	\$15,000	\$7,700	\$0	\$0	\$0	\$7,300
TOWNO601	Town of Whiteway	163	\$32,600	\$0	\$32,600	\$19,560	\$0	\$0	\$0	\$13,040
TOWNO602	Town of Heart's Delight-Islington	464	\$92,800	\$0	\$92,800	\$46,400	\$0	\$0	\$0	\$46,400
TOWNO603	Town of Heart's Desire	139	\$27,800	\$0	\$27,800	\$13,900	\$0	\$0	\$0	\$13,900
TOWNO802	Town of Bay de Verde	221	\$44,200	\$0	\$44,200	\$26,320	\$0	\$0	\$0	\$17,880
		12875	\$ 2,601,406	\$ 19,701	\$ 2,621,107	\$ 1,388,850	\$ -	\$ -	\$ -	\$ 1,232,257

2024 TOTAL OUTSTANDING INCORPORATED TOWNS \$ 1,232,257.07

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

Meeting		Motion		Abstained		Date		Date
Number	Date	No.	Motion	From Vote	Amended	Amended	Rescinded	Rescinded
		2023-070	It was moved and seconded (Mr. Korab/Mr. McDonald) that the Board close the Waste Recovery Facilities at Cavendish and Bell Island for the winter months from December 16, 2023 to March 30, 2024. These facilities will reopen on Tuesday, April 2, 2024. All in favour.					
		2023-071	It was moved and seconded (Mr. Tessier/Mr. Delaney) that the meeting adjourned at 5:41 p.m. All in favour.					
111	29-Nov	2023-072	It was moved and seconded (Mr. Tessier/Mr. Antle) that the agenda be adopted with the addition of 'Voyent Alert Notifications System Subscription' under New Business. All in					
		2023-073	It was moved and seconded (Mr. Tessier/Mr. Delaney) that the minutes from October 25, 2023 be adopted as tabled. All in favour.					
		2023-074	It was moved and seconded (Mr. Hickman/Ms. Whelan) that the Board adopt the expenditures for the month of October 2023 as tabled. All in favour.					
		2023-075	It was moved and seconded (Mr. Hickman/Mr. Antle) that the Board accept the lowest bid for Bay Bulls, Renewals-Cappahayden, and Harbour Grace tenders related to the 2023-2024 snow clearing for the waste recovery facilities. All in favour.					
		2023-076	It was moved and seconded (Mr. Hickman/Ms. Bruce) that the Board accepts the compliant bid received for the tender for snow clearing at the Placentia Waste Recovery Facility for 2023-2024. All in favour.					
		2023-077	It was moved and seconded (Mr. Hickman/Mr. Vaters) that the Board extend its lease for office space 255 Majors Path to 62167 Newfoundland & Labrador Inc., for one year from April 1, 2024 to March 31, 2025. All in favour.					
		2023-078	It was moved and seconded (Mr. Hickman/Mr. Ellsworth) that the Board install a well at the Clarendville Transfer Station site for non-potable water. All in favour.					
		2023-079	It was moved and seconded (Mr. Hickman/Ms. Ravencroft) that the Board accept the Cyber Liability Policy, Commercial General Liability, Property Policy renewal quote from Wedgwood Insurance in the combined total amount of \$161,826 plus HST for the period of November 1, 2023 to October 31, 2024. All in favour.					
		2023-080	It was moved and seconded (Mr. Ridgeley/Mr. McDonald) that the Board provide one bulk collection annually to all service areas beginning 2024. All in favour.					
		2023-081	It was moved and seconded (Mr. Tessier/Mr. Ridgeley) that the Board accept the quote for Voyent Alert Annual Service Subscription from ICEsoft Technologies, Canada Corp. in the amount of \$11,400 plus HST. All in favour.					
		2023-082	It was moved and seconded (Ms. Ravencroft/Mr. Vaters) that the meeting adjourned at 8:08 p.m. All in favour.					
EASTERN REGIONAL SERVICE BOARD								
MOTIONS ADOPTED								
2024								
Meeting		Motion		Abstained		Date		Date
Number	Date	No.	Motion	From Vote	Amended	Amended	Rescinded	Rescinded
112	31-Jan	2024-001	It was moved and seconded (Mr. Ellsworth/Mr. Vaters) that the Board proceeds to an in-camera meeting. All in favour.					
		2024-002	It was moved and seconded (Mr. Tessier/Mr. Ellsworth) that Mr. Vardy be excused from the meeting due to conflict of interest. All in favour.					
		2024-003	It was moved and seconded (Mr. Tessier/Mr. Ellsworth) that the Board terminate the Carbonear and Area Multi-Stream Waste Collection contract executed on December 6, 2019 with an end date of June 30, 2024 my mutual agreement effective midnight, February 29, 2024. All in favour.					

Meeting		Motion		Abstained		Date		Date
Number	Date	No.	Motion	From Vote	Amended	Amended	Rescinded	Rescinded
		2024-004	It was moved and seconded (Mr. Korab/Mr. McDonald) that the Board leave the in-camera meeting. All in favour.					
		2024-005	It was moved and seconded (Mr. Tessier/Ms. O'Leary) that the meeting ajourned at 6:50 p.m. All in favour.					
113	31-Jan	2024-006	It was moved and seconded (Mr. Tessier/Ms. Whelan) that the Board adopt the motion discussed in the in-camera meeting on January 31, 2024, in principle. All in favour.					
		2024-007	It was moved and seconded (Mr. Clarke/Ms. O'Leary) that the agenda be adopted as tabled. All in favour.					
		2024-008	It was moved and seconded (Mr. Tessier/Mr. Vaters) that the minutes of the meeting of November 29, 2023 be adopted as tabled. All in favour.					
		2024-009	It was moved and seconded (Mr. Antle/Mr. Delaney) that the Board adopt the expenditures for the month of November and December 2023 as tabled. All in Favour.					
		2024-010	It was moved and seconded (Mr. Antle/Mr. Ellsworth) that the Board renews the provision of group benefits through Jenkins anthony for Medavie Blue Cross effective February 1, 2024. All in favour.					
		2024-011	It was moved and seconded (Mr. Antle/Ms. Bruce) that the Board accept the lowest bid for the tender for snow clearing at the St. Joseph's Waste Recovery Facility for 2024. All in favour.					
		2024-012	It was moved and seconded (Mr. Ellsworth/Ms. Whelan) that the meeting adjourned at 7:39 p.m. All in favour.					
114	28-Feb	2024-013	It was moved and seconded (Mr. Clarke/Mr. Vaters) that the agenda be adopted as tabled. All in favour.					
		2024-014	It was moved and seconded (Mr. Tessier/Mr. Tilley) that the minutes from January 31, 2024 be adopted as tabled. All in favour.					
		2024-015	It was moved and seconded (Mr. Tessier/Mr. McDonald) that the Board terminate the Carbonear and Area Multi-Stream Waste Collection contract executed on December 6, 2019 with an end date of June 30, 2024 by mutual agreement effective midnight, February 29, 2024. All in favour.					
		2024-016	It was moved and seconded (Mr. Hickman/Mr. Vaters) that the Board adopt the expenditures for the month of January 2024 as tabled. All in favour..					
		2024-017	It was moved and seconded (Mr. Hickman/Ms. Whelan) that the Board award the Smith Sound and Area Multi-Stream Waste Collection including Recycling Contract beginning May 1, 2024 for 36 months to Vardy Villa Ltd. for \$646,771.50 including HST. All in favour.					
		2024-018	It was moved and seconded (Mr. Hickman/Ms. Bruce) that the Board award the Trinity Conception North Multi-Stream Waste Collection included Recucling Contract beginning April 1, 2024 for 36 months to T2 Ventures Inc. for \$886,236 included HST. All in favour.					
		2024-019	It was moved and seconded (Mr. Hickman/Mr. Delaney) that the Board award the Conception Bay Center Multi-Stream Waste Collection including Recycling Contract beginning April 1, 2024 for 36 months to T2 Ventures Inc., for \$1,082,930.00 included HST. All in favour.					
		2024-020	It was moved and seconded (Mr. Hickman/Ms. Burton) that the Board award T2 Ventures Inc. an interim waste collection contract for 10 weeks of services for the Carbonear and Area for \$139,500 plus HST, beginning March 1, 2024. All in favour.					
		2024-021	It was moved and seconded (Mr. Hickman/Mr. Clarke) that the Board terminate by mutual consent the current contract for waste collection services that began July 1, 2023 with Around the Bay Disposal Inc. for the Bay de Grave area effective February 29, 2024. All in favour.					

Meeting Number	Date	Motion No.	Motion	Abstained From Vote	Amended	Date Amended	Rescinded	Date Rescinded
		2024-022	It was moved and seconded (Mr. McDonald/Mr. Vardy) that the Board adopt the Corporate Health & Safety Policy; the Occupational Health & Safety Policy; and the Early and Safe Return-to-Work Policy that is included in the Board's Employee Safety Handbook. All in favour.					
		2024-023	It was moved and seconded (Mr. McDonald/ Mr. Ridgeley) that the Board adopt the Corporate Environment Policy that is included in the Board's Employee Safety Handbook. All in favour.					
		2024-024	It was moved and seconded that the Board award Vardy Villa Ltd. a contract for 10-weeks of interim waste collection services for the Bay de Grave Area in the amount of \$48,000 plus HST beginning March 4, 2024. All in favour.					
		2024-025	It was moved and seconded (Mr. Tessier/Mr. Vaters) that the Board award Vardy Villa Ltd. a contract for 8-weeks of interim waste collection services for the Town of Victoria in the amount of \$32,000 plus HST beginning March 18, 2024. 14 In Favour, 1 Contrary, 1 Abstained.	1 - Glenn Clarke				
		2024-026	It was moved and seconded (Mr. Ellsworth/Ms. Whelan) that the meeting adjourned at 7:46 p.m. All in favour.					
115	27-Mar	2024-027	It was moved and seconded (Mr. Tessier/ Mr. Clarke) that the agenda be adopted as tabled. All in favour.					
		2024-028	It was moved and seconded (Mr. Tessier/Mr. Antle) that the minutes from February 28, 2024 be adopted as tabled. All in favour.					
		2024-029	It was moved and seconded (Mr. Hickman/Ms. Whelan) that the Board adopt the expenditures for the month of February 2024 as tabled. All in favour.					
		2024-030	It was moved and seconded (Mr. Hickman/Ms. Bruce) that the Board rescind Motion No. 2023-026 as adopted at the Board meeting that was held on March 29, 2023. All in favour.					
		2024-031	It was moved and seconded (Mr. Hickman/Mr. Ridgeley) that the Board purchase new weigh scale software from Strong Data Automation for the Clarendville Transfer Station (CTS) and a mobile software app for use at nine of the Board's waste recovery facilities (WRF) at the monthly licensing fee of \$1,335 or \$16,020 annually plus HST; plus, CTS user/access cards at \$1,750 plus HST; two touchscreen kiosks with QR readers and traffic lights at \$35,500 plus HST; WRF user/accs cards at \$12,500 plus HST; one-time implementation labour and onsite kiosk install at \$27,925 plus HST; and, IT Remote and On Site Service at CTS for \$9,000 plus HST annually. All in favour.					
		2024-032	It was moved and seconded (Mr. Hickman/Mr. Antle) that the Board award the 36-month waste collection including recycling contract for the Town of Pouch Cove to T2 Ventures Inc. in the amount of \$538,200 plus HST beginning May 1, 2024. All in Favour, 1 Abstained.	1 - Mark Vardy				
		2024-033	It was moved and seconded (Mr. Hickman/Mr. Ellsworth) that the Board allows for the use of Electronic Funds Transfer (EFT) as a payment method when conditions are warranted. All in favour.					
		2024-034	It was moved and seconded (Mr. McDonald/Mr. Hickman) that the Board participate in the Federation of Canadian Municipalities (FCM) Annual Conference & Trade Show 2024 taking place in Calgary, June 6-9, by sending the Board Chair, CAO, and two other Members. All in favour.					
		2024-035	It was moved and seconded (Mr. Tessier/Mr. McDonald) that the Board award Ridge G&P Services Limited an interim waste collection contract for nine (9) weeks for the Town of Pouch Cove in the amount of \$25,310.70, plus HST beginning March 5, 2024. All in favour, 1 Abstained.	1 - Mark Vardy				



Municipalities

Newfoundland and Labrador



SPONSORSHIP BENEFIT PACKAGE

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About MNL

Municipalities Newfoundland and Labrador (MNL) is a membership-based, non-profit organization representing the province's incorporated municipalities. MNL exists to support and strengthen local government through advocacy and program delivery.

MNL formed in 1951 to represent the interests of the growing number of municipal councils in the province. Today, MNL's membership includes 275 municipalities and is governed by a 15-member Board of Directors representing six regions, as well as small town and urban constituencies. Directors are elected by delegates at the Annual General Meeting, one of the largest conventions in the province.

MNL activities are coordinated by a staff of seven professionals based in the organizational headquarters located at 79 Mews Place in St John's. From this office economic development workshops are developed and delivered, cutting edge research and facilitation of inter-municipal cooperation is conducted, and sector leading membership services are coordinated.

Our Mission

Empower and support local governments to build vibrant communities

MNL provides the sector with a collective path towards achieving sustainability. We use our research and policy capacity to show stakeholders what is possible and probable and to ensure municipal councils have the legislative and financial capacity to follow that path. We help members make informed decisions about where the future is going. We provide tools to help them respond today and into the future. We provide the sectoral memory necessary to assess the adequacy of proposed solutions.

Our Work

MNL's work falls under two broad categories – advocacy and program delivery. MNL's advocacy work is guided by its strategic advocacy pillars and member resolutions put forth at the Annual General Meeting, with further guidance provided by the advocacy advisory committee. Programs and service delivery is driven by a mandate to provide sector leading solutions to our membership.

The Value of Supporting MNL

Your sponsorship dollars support MNL's efforts to strengthen and promote effective, informed leadership at the local government level.

It is often said that local government has the most direct impact on residents. By supporting MNL, you are directly contributing to the betterment of Newfoundland and Labrador's communities.

Your support of MNL's work brings with it significant benefits in the form of access to the municipal sector's key decision makers. MNL's membership mailing list provides access to all 275 incorporated municipalities. Printed event programs reach 300 to 400+ people at the Municipal Symposium each spring, and 400 to 600+ people at the annual MNL Conference each fall.

Local governments – incorporated towns and cities – are a business, with a need for services and products from a wide range of suppliers. Your MNL event sponsorship includes direct, in person connections to decision makers at the province's largest municipal sector events.

Partnering with MNL provides access to both our membership and the goodwill we have established amongst our membership as a trusted source of municipal information.

Sponsorship Opportunities

MNL offers a wide range of sponsorship opportunities designed to match your desired level of support while meeting your sales and marketing objectives. Our team will work with you to build a sponsorship package that meets your needs and goals.

- Annual Conference
- Municipal Symposium
- Regional Meetings
- Urban Municipalities Committee Meeting
- In-person workshops
- Online workshops
- Webinars
- MNL's weekly email newsletter (InfoNote)
- MNL website
- Special projects





Municipal Symposium

Sponsorship Levels 2024

May 2 to 4, Gander, NL

Event Sponsor \$10,000+	Platinum \$8,500+	Gold \$6,500	Silver \$4,000	Bronze \$1,500
<ul style="list-style-type: none"> • Present a 60-minute session • 5-minute presentation during opening ceremonies • Branded email to MNL membership • Message included in daily email to attendees during event (several sponsor messages in a single email) • Display pop-up banner at event • Sponsor showcase table • Sponsor named and thanked before sessions • Option to include promotional item in event kit bag • 6 full-access event passes • Sponsored social media message on MNL account • Event program welcome message Full-page ad in printed event program • Ad on agenda webpage • Ad on event webpage 	<ul style="list-style-type: none"> • Present a 30-minute session • Branded email to MNL membership • Message included in daily email to attendees during event (several sponsor messages in a single email) • Display pop-up banner at event • Sponsor showcase table • Sponsor named and thanked before sessions • 4 full-access event passes • Sponsored social media message on MNL account • Event program welcome message • Half-page ad in printed event program • Ad on event webpage 	<ul style="list-style-type: none"> • Present a 15-minute session at one event • Branded email to MNL membership prior to the event • Message included in daily email to attendees during event (several sponsor messages in a single email) • Display pop-up banner at event • Sponsor showcase table • Sponsor named and thanked before sessions • 2 full-access event passes • Half-page ad in printed event program • Ad on event webpage 	<ul style="list-style-type: none"> • Branded email to MNL membership prior to the event • Message included in daily email to attendees during event (several sponsor messages in a single email) • Display pop-up banner at event • Sponsor showcase table • 2 full-access event passes • Quarter-page ad in printed event program 	<ul style="list-style-type: none"> • Message included in daily email to attendees during event (several sponsor messages in a single email) • 2 full-access event passes • Quarter-page ad in printed event program
			<p>Luncheon Sponsor \$8,500</p>	<p>Nutrition Break Sponsor \$4,000</p>
			<p>Gold Level Plus:</p> <ul style="list-style-type: none"> • Branded tent cards on tables with QR code • 15 minutes on stage during luncheon • Includes cost of catering 	<p>Silver Level Plus:</p> <ul style="list-style-type: none"> • Branded tent cards on nutrition break tables with QR code • Includes cost of catering

All sponsorships include displaying your company logo on event screen slideshows, on the event webpage, posted on social media, included in event emails and included in the printed program. Sponsorship packages can be customized to fit your needs.



Your sponsorship assists MNL's efforts to strengthen and support local government

For more information contact Bradley Power, MNL Director of Programs | bpower@municipalnl.ca | 709-727-4044



Conference Sponsorship Levels 2024

November 7 to 9, Gander, NL

Event Sponsor \$17,500+

- Present a 60-minute session
- 5-minute presentation during opening ceremonies
- Branded email to MNL membership
- Message included in daily email to attendees during event (several sponsor messages in a single email)
- Display pop-up banner at event
- Trade Show booth
- Sponsor named and thanked before sessions
- Option to include promotional item in event kit bag
- 6 full-access event passes
- Sponsored social media message on MNL account
- Event program welcome message Full-page ad in printed event program
- Ad on agenda webpage
- Ad on event webpage

Platinum \$12,500+

- Present a 30-minute session
- Branded email to MNL membership
- Message included in daily email to attendees during event (several sponsor messages in a single email)
- Display pop-up banner at event
- Trade Show booth
- Sponsor named and thanked before sessions
- 4 full-access event passes
- Sponsored social media message on MNL account
- Event program welcome message
- Half-page ad in printed event program
- Ad on event webpage

Gold \$10,000

- Present a 15-minute session at one event
- Branded email to MNL membership prior to the event
- Message included in daily email to attendees during event (several sponsor messages in a single email)
- Display pop-up banner at event
- Trade Show booth
- Sponsor named and thanked before sessions
- 2 full-access event passes
- Half-page ad in printed event program
- Ad on event webpage

Silver \$8,500

- Branded email to MNL membership prior to the event
- Message included in daily email to attendees during event (several sponsor messages in a single email)
- Display pop-up banner at event
- Trade Show booth
- 2 full-access event passes
- Quarter-page ad in printed event program

Bronze \$4,000

- Message included in daily email to attendees during event (several sponsor messages in a single email)
- 2 full-access event passes
- Quarter-page ad in printed event program

Luncheon Sponsor \$15,000

Gold Level Plus:

- Branded tent cards on tables with QR code
- 15 minutes on stage during luncheon
- Includes cost of catering

Nutrition Break Sponsor \$8,500

Silver Level Plus:

- Branded tent cards on nutrition break tables with QR code
- Includes cost of catering

All sponsorships include displaying your company logo on event screen slideshows, on the event webpage, posted on social media, included in event emails, and included in the printed program. Sponsorship packages can be customized to fit your needs.



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For more information contact Bradley Power, MNL Director of Programs | bpower@municipalnl.ca | 709-727-4044



Regional Meetings Sponsorship Levels 2024

Level 1 \$1,000

- Present a 50-minute session
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on tables
- Logo displayed on projection screen

Level 2 \$750

- Present a 30-minute session
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on tables
- Logo displayed on projection screen

Level 3 \$600

- Acknowledged as a social event sponsor
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on tables
- Logo displayed on projection screen

Level 4 \$500

- Acknowledged as a nutrition break sponsor
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on nutrition break tables
- Logo displayed on projection screen

Urban Municipalities Committee Meeting Sponsorship Levels 2024

Level 1 \$2,250

- Present a 50-minute session
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on tables
- Logo displayed on projection screen

Level 2 \$1,750

- Present a 30-minute session
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on tables
- Logo displayed on projection screen

Level 3 \$1,000

- Acknowledged as a social event sponsor
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on tables
- Logo displayed on projection screen

Level 4 \$750

- Acknowledged as a nutrition break sponsor
- Branded email to attendees
- Company logo on printed materials
- Company logo and QR code printed on tent cards and placed on nutrition break tables
- Logo displayed on projection screen

Regional Meeting Dates and Locations

Avalon and Eastern Regions

Location: Clarenville
Date: March 1-2, 2024

Central Region

Location: Grand Falls-Windsor
Date: March 22-23, 2024

Labrador Region

Location: Happy Valley-Goose Bay
Date: Sept. 6-7, 2024

Northern and Western Regions

Location: Cow Head
Date: Sept. 20-21, 2024

UMC Meeting Dates and Locations

Meeting One

Location: Pasadena
Date: April 4-5, 2024

Meeting Two

Location: Bay Roberts
Date: TBD

For more information contact Bradley Power, MNL Director of Programs
bpower@municipalnl.ca
709-727-4044



Conference Trade Show and Symposium Sponsor Showcase Opportunities

MNL hosts two vendor exhibitions each year. Connect with decision makers from more than 120 municipalities by participating in the province's largest municipal sector events.

This is your opportunity to promote your products and services through face-to-face conversations with Mayors, Councilors, and Municipal Administrators.

Local governments – incorporated towns and cities – are a business, with a need for services and products from a wide range of suppliers.

Make connections, share information, and expand your network with a sponsor showcase table or trade show booth at MNL's Municipal Symposium and the MNL Conference.

Your Trade Show booth or Sponsor Showcase table includes the following exhibitor benefits:

- Your company included in the Trade Show or Sponsor Showcase vendor listing printed handout and webpage.
- Online (municipalnl.ca) listing with a hyperlink to your company website or social media.
- Two event access passes (meal package available for an additional fee)
- Opportunity to participate in prize giveaway during event

Dedicated trade show or sponsor showcase time slots on the agenda, plus evening networking events in the trade show space, ensure a flow of people to your booth.

Conference Trade Show

Booths are sized at 10 feet by 10 feet, with pipe and drape on three sides and include an eight-foot long table.

Price: \$2,000 per booth (oversized options available on request)

Symposium Sponsor Showcase

A six-foot long table in the sponsor showcase area provides a place to display your wares. A pop-up banner or small display can be placed behind the table.

Price: \$2,500 per booth



Your sponsorship assists MNL's efforts to strengthen and support local government

For more information contact Bradley Power, MNL Director of Programs | bpower@municipalnl.ca | 709-727-4044



Municipalities
Newfoundland and Labrador

Advertising Rate Card

Reach 275 municipalities with advertisements in print and digital formats.

Distribution

The printed event programs for the Municipal Symposium and the MNL Conference are distributed to all attendees and sponsor representatives through kit bags and registration desk handouts. The digital (PDF) version is distributed to event attendees, MNL's membership through email, and posted on the MNL website, municipalnl.ca.

	Symposium	Conference
	300 print copies	550 print copies
	May 2 - 4, 2024	Nov 7 - 9, 2024
	Gander, NL	Corner Brook, NL
Full page	\$750	\$1,000.00
Half page	\$400.00	\$500.00
Quarter page	\$200.00	\$250.00
Eighth page	\$100.00	\$125.00
Special placement	+\$250.00	+\$250.00
Pocket agenda full page	\$400.00	\$400.00
Event webpage	\$500.00	\$500.00
Agenda webpage	\$500.00	\$500.00

Page sizes

Symposium

Full page	5.25 in x 8.25 in
half page	5.25 in x 4 in
quarter page	2.5 in x 4 in
eighth page	2.5 in x 2 in

Conference

Full page	8.25 in x 10.75 in
half page	8.25 in x 5 in
quarter page	4 in x 5 in
eighth page	4 in x 2.5 in

For more information contact Bradley Power, MNL Director of Programs
bpower@municipalnl.ca
709-727-4044



Sponsor Benefit Details



Logo included in sponsors graphic on event screen slideshows, on event webpage, posted on social media, included in event emails

As an event sponsor, your company logo will be displayed with all other sponsor logos for the duration of the event on on-stage screens, in event programs, on the event webpage, in emails to members, and on social media. Social media reach for event posts typically reach several thousand people, while in-person logo displays are viewed multiple times throughout the event to strengthen your brand image and brand awareness among MNL's membership.

One standalone email to MNL membership

MNL provides you access to its membership mailing list to send a message of your choosing (pending MNL approval) in a cobranded (MNL and your company) email that takes advantage of MNL's reputation as a trusted and reliable source of information.

Message included in email to attendees during event (several sponsor messages in a single email)

During the event, daily emails are sent to delegates with essential information for that day. These emails typically have open rates in the 60-70 percent range. A limited number of display ad blocks are available in each day's email. Ads may include an image, a 50-word block of text, and a link to your company's website or social media profile.

Option to present a 15-minute session at event

Offered at the beginning of a longer session, or bundled together with other sponsors, this option is ideal for delivering information on a single topic or encouraging attendees to visit your trade show or sponsor showcase booth for further information. For maximum effectiveness, your message should focus on the benefit to municipalities, as opposed to focusing on your product or service.

Option to present a 30-minute session at event

For those new to working with the municipal sector, these standalone sessions are a great way to introduce your company, product or service to attendees. Companies with an established connection to the municipal sector will find value in using this time to introduce new products or services.

Option to present a 60-minute session at event

Providing MNL's members with the information and knowledge to make informed decisions around the council table is a core function of MNL events. This option is intended to deliver professional development, skills, or knowledge to MNL's members alongside your organization's messaging.

Logo displayed on tabletop during event meal or nutrition break (tent card or similar)

For organizations looking to keep your brand top of mind during an event, sponsoring a meal or nutrition break includes a tent card on each table with your logo and a QR code pointing to your organization's website or social media account.

Option to display pop-up banner at event

Your floor-standing pop-up banner will be placed in a prominent location at the event venue, ensuring maximum brand exposure

Trade show booth (conference)

Booths are sized at 10 feet by 10 feet, with pipe and drape on three sides and include a six-foot long table. Dedicated trade show time slots on the agenda, plus evening networking events in the trade show space ensure a flow of people to your booth.

Sponsor showcase table (symposium)

A six-foot long table in the sponsor showcase area provides a place to display your wares. A pop-up banner can be placed behind the table. Dedicated sponsor showcase time slots on the agenda, plus evening networking events in the sponsor showcase space ensure a flow of people to your booth.

Advertisement in event program

A full colour advertisement in the conference or symposium event program. Ads must be provided camera ready. The event program is given to each attendee in the event kit bag and made available online as a PDF. Ads are available in a range of sizes, including full, half, quarter, and eighth page.





Municipalities
Newfoundland and Labrador

Non-Event Sponsorship Opportunities

Municipalities Newfoundland and Labrador (MNL) offers several opportunities to reach decision makers at all 275 municipalities in Newfoundland and Labrador beyond MNL's in-person events. These include:

- In-person workshops
- Online workshops
- Webinars
- MNL's weekly email newsletter (InfoNote)
- MNL website
- Special projects

Pricing available on request

For more information
contact Bradley Power,
MNL Director of Programs
bpower@municipalnl.ca
709-727-4044



EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Joint Councils Update
MEETING DATE:	2024-06-26
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Holly Power, Board Clerk and Outreach Coordinator
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

No recommended action. For information purposes only.

MOTION:

N/A

BACKGROUND/DISCUSSION:

- The Southern Shore Joint Council (SSJC) is scheduled to meet on Thursday, June 20th.
- The SSJC met with the ERSB on May 23rd which was a great success and will be discussed at their next meeting.
- The Conception Bay North Joint Council (JCCBN) is scheduled to meet virtually on Thursday, June 27th. Their last meeting was cancelled due to lack of quorum.
- The JCCBN has the Community Advisory Committee (CAC) scheduled to present at their next meeting to continue their endeavor to obtain a Mental Health Mobile Crisis Unit for the Region.
- The Northeast Avalon Joint Council (NEAJC) continues to meet on the second Wednesday of every month with their last meeting held on Wednesday, May 8th.
- The next meeting is scheduled to take place virtually on Wednesday, June 19th where a presentation will be made by MetroBus as the NEAJC is interested in an Urban Transit System.
- The Sounds Joint Council (TSJC) last met on Monday, April 8th and their most recent meeting was cancelled due to low attendance. TSJC plans to reassess their meeting day in future to be more accommodating to its Members.
- All Joint Councils will break for summer months after June's meetings conclude and will reconvene in September.

- All MHAs, RCMP, RNC, MPs and other delegates will continue to receive ongoing invitations to joint council meetings throughout the Eastern Region as communication and working together is key.

DRAFT

For communities struggling to provide safe drinking water, we can help.

ABOUT THE PROGRAM

- Ensuring safe drinking water is a challenge for many communities coping with aging infrastructure, contaminated source water, and strained community finances.
- Since 2017, we have been helping participating communities throughout the Eastern Region mitigate boil-water advisories. We advise communities on finding long-term solutions for upgrading or replacing water and wastewater infrastructure when needed.
- Our staff Regional Water and Wastewater Operator is eager to assist communities to plan for and meet their water and wastewater goals.
- This service is provided free of charge to any community, through support from the Provincial Government's Community Sustainability Project.

HOW IT WORKS

- Communities can reach out to our Regional Water and Wastewater Operator, toll-free at **1-877-878-2166** or email info@ersbnl.ca.
- Our experienced technician will meet with you in your community to assess your water and wastewater needs, and options for the future.
- We partner with communities on water and sewer and others on well pump systems.
- Participating communities receive ongoing free training and technical resources in line with federal and provincial environmental regulations and best practices.

- This transfer of knowledge and skills helps build local capacity for around the year efficient and safe operation and maintenance of community water and wastewater systems.
- Our Regional Water and Wastewater Operator will make regular scheduled visits to check on the progress that has been made and advise on how to keep moving forward.

SOME FACTS

- Water sanitation is often regarded as one of the greatest health achievements of the 20th century, helping to significantly reduce infectious diseases like typhoid, cholera, and dysentery.
- Although chlorine-based disinfectants destroy harmful cellular organisms that cause such illnesses, the purification process is not fool proof. Researchers estimate that between 10 and 100 million mycobacteria survive in every quart of treated tap water. As a result, municipalities also use other forms of water purification such as ozone treatments.
- Often, water pollution is caused by naturally occurring contaminants, such as arsenic, chloride, copper, iron, lead, nitrates, manganese, and hydrogen sulfide.
- Climate change poses an increasing risk to safe water supply. Water treatment plants are not always equipped for extreme weather events that have become more common with climate change.
- At the head of a water supply line, the levels for Free Chlorine should be a constant minimum of 0.03 ppm (parts per million). Water with Free Chlorine levels above 2.00 ppm may be detected by smell.



LEARN MORE

We're here to help. Contact us:

☎ (709) 579-7960 | toll-free 1-877-878-2166

✉ info@ersbnl.ca

🌐 easternregionalserviceboard.com



Welcome. Here's some info to help make your visit more efficient.

HOURS OF OPERATION

- Tuesday and Thursday, 12 noon–4 p.m.
- Saturday, 8 a.m.–11:30 a.m. | 12:30 p.m.–4 p.m.
- Gate closes at 3:45 p.m.

TERMS OF USE

- This facility is for residential use only.
- No commercial waste accepted.
- No commercial vehicles allowed onsite.
- Up to 16 drop-off visits a year per user to our network of Waste Recovery Facilities.
- No ATVs or double axle trailers allowed onsite.
- Gate closes 15 minutes before close to ensure orderly exit.
- Pets must be secured inside vehicles at all times.

- Users will adhere to Provincial Government Respectful Workplace policies.
- Site Attendant has authority to refuse access.
- Users must follow waste offloading guidelines.
- A limited supply of wood chips may be available free of charge to the public for pickup at some facilities.

SITE USER INSTRUCTIONS

- All bagged waste must be in clear garbage bags. Clear bags helps reduce risk to staff by giving them a visual of any dangerous and hazardous items in the bag.
- Absolutely no blue bag recycling or decomposable materials will be accepted.
- User must separate materials onsite and offload by hand.
- Please be patient and remain in your vehicle when it is busy.
- Note that Saturday staff lunch break is from 11:30 a.m.–12:30 p.m.
- Before making the trip, check our website for status of the facility you want to use. For regular facility alerts, follow us on Voyent Alert! at **register.voyent-alert.com**. Registration is free and anonymous.

ITEMS ACCEPTED

- Furniture
- Mattresses
- Appliances (fridges and freezers must have doors/lids removed)
- Scrap metal
- Electronics (excludes Harbour Grace, Cavendish and Old Perlican facilities).
- Tires, including ATV, highway, passenger, light truck and motorcycle (rims must be removed before drop-off).
- Propane tanks (with valves removed).
- Construction and demolition waste, including wood debris and shingles.
- Trees and branches less than 3 meters in length.

ITEMS NOT ACCEPTED

- Black bag garbage
- Recyclables
- Anything that will decompose, including cardboard, clothing, food items, leaves and grass clippings.
- Brick and concrete
- Hazardous waste
- Liquids
- Fish nets and ropes



We're here to help. Contact us:

☎ (709) 579-7960 | toll-free 1-877-878-2166

✉ info@ersbnl.ca

🌐 easternregionalserviceboard.com

LEARN MORE



Living in an area without adequate 911 response can cost you everything. Reach out.

ABOUT THE PROGRAM

- When someone's health, safety, or property is at threatened, we need a timely, reliable, and consistent response. Helping to ensure that all residents of rural areas have access to 911 response is an important part of the work we do for the region.
- We partner with municipalities that provide fire and emergency services to extend the services to participating outlying residential areas that may not have the capacity to do so.

HOW IT WORKS

- Reach out. Our staff will explain the process and work with the residents from your area to make an application to the Department of Municipal and Provincial Affairs. In consultation with the Fire Commissioner's Office, the department authorizes regional service boards like us to collect fire protection fees.
- All residents located within the area for which application is being made must agree to receive the service at \$50 per household per year.
- Once approval has been granted, we will work out the terms and conditions with the fire department in the neighbouring municipality and set up accounts for the residents to be serviced.
- This approach addresses the challenges of coordinating efforts among fire departments and local and provincial authorities to enhance emergency response capabilities and increase community resilience to fires.

SOME FACTS

- Emergency services may not always be readily available to outlying residential areas because they have no formal agreements in place with their closest fire departments.
- Rural fire departments are often have smaller budgets and fewer personnel and equipment compared to their urban counterparts. This can affect their ability to respond effectively to large-scale fires or multiple incidents.
- It is imperative that fire departments be compensated for extending protective services outside the boundaries covered by their budgets.
- Access to sufficient water sources for firefighting purposes can be limited in rural areas, where hydrants may be scarce or nonexistent. Having a coordinated plan in place with a fire department that can respond effectively is crucial.
- Homes and structures in rural areas may be more spread out, increasing the vulnerability of communities and properties to fire damage.
- Rural areas often border forested areas that are particularly vulnerable to wildfires during dry seasons and weather events due to climate change.
- Preventing house fires involves awareness, precautionary measures, and ensuring that smoke alarms are in place and working properly. Regular maintenance of heating systems, electrical wiring, and appliances helps reduce the risk of fire in homes.
- Most home fires happen when an open flame or heat source are left unsupervised. The most common causes include leaving your hot stove or burning candles unattended, or failing to butt out a cigarette. In as little as 30 seconds, a small flame can grow into a dangerous fire.



We're here to help. Contact us:

☎ (709) 579-7960 | toll-free 1-877-878-2166

✉ info@ersbnl.ca

🌐 easternregionalserviceboard.com

LEARN MORE



EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Clarke’s Beach Port de Grave Area Oversized Items – Pick up
MEETING DATE:	2024-06-26
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Director Operations
REVIEWED BY:	Craig Drover, Director Corporate Services
APPROVED BY:	Craig Drover, Director Corporate Services

RECOMMENDED ACTION:

Staff recommends award of Clarke’s Beach - Port de Grave Oversized Items Pick-up contract to K.J.H. Dirtwork’s Ltd. for the value of \$24,480.00 (plus HST).

MOTION:

BE IT RESOLVED that the Board recommends that ERSB award the Claree’s Beach – Port der Grave oversized items pick-up to K.J.H. Dirtwork’s Ltd. for the value of \$24,480.00 (plus HST).

FINANCIAL CONSIDERATOINS:

- 3 Companies were contacted to provide a price for oversized items collection in June 2024, one quote was received.
- The weekly waste/bi-weekly recycling collection Contract for Clarke’s Beach, Port de Grave peninsula is \$353,677.92 plus HST, with the addition of oversized items the total waste collection cost for the area is \$378,157.92 plus HST. The 2024-2027 annual unit contracted costs for both weekly waste, bi weekly recycling, and oversized items waste collection will be \$123.70 plus HST.

BACKGROUND/DISCUSSION:

- In order to improve the bulk waste experience, bulk waste was removed from the collection contract and tendered separately.
- As part of the bulk appointment system Staff had allotted time in mid-August for Clarke’s Beach, Port de Grave peninsula oversized items collections. Due to several community events scheduled in July and August Clarke’s Beach Council requested that the Bulk be moved to June. To accomplish this staff requested price from 3 companies, 2 were unable to provide prices due to limited staff or other commitments in June.

- The quote received is higher than staff expected but due to the limited notice resulting in low contractor availability.
- Staff believe the resulting annual cost unit cost is within acceptable parameters.
- Clarke's beach Port de Grave residents will not be required to make appointments due to the short lead in time. Staff and the Town will make every effort to ensure residents are aware.

ATTACHMENTS: Quote from K.J.H. Dirtworks

DRAFT

From: [Craig Drover](#)
To: [Craig Drover](#)
Cc: [Lynn Tucker](#); [Holly Power](#)
Bcc: ["steve@waterwerks.agency"](#); ["Danny Breen"](#); ["Glenn Clarke"](#); ["Jill Bruce"](#); ["Sandy Hickman"](#); ["Jamie Korab"](#); ["Ophelia Ravencroft"](#); ["Kevin McDonald"](#); ["Sheilagh O'Leary"](#); ["Mark Vardy"](#); ["hilda whelan"](#); ["Carl Ridgely"](#); ["bantle@mountpearl.ca"](#); ["Gerard Tilley"](#); ["Rod Delaney"](#); ["Larry Vaters"](#); ["Ron Ellsworth"](#); ["Jason O'Brien"](#); ["tdavis@stjohns.ca"](#)
Subject: Motion By Email - Clarke's Beach and Port de Grave Oversized Item Pick-up (Bulk Collection) Contract 2024
Date: June 3, 2024 12:11:00 PM
Attachments: [Briefing Note - Clarke's Beach Port de Grave Bulk Contract Award 2024.pdf](#)
[20240603_134713.pdf](#)

Good afternoon everyone,

Attached is a briefing note and quote letter for the oversized item pick-up (formally known as Bulk Collection) for the Clarke's Beach and Port de Grave areas. As the expected contract was going to fall well below the threshold required for an open call for bids, three service providers were contacted to see if they were available to complete a pick-up before the end of June. Only one contractor was able to complete the pick-up in the required timeframe due to prior commitments and availability issues. As it happens, this new contractor will start the Bay Roberts waste collection contract on July 1. This is a great opportunity for them to use this pick-up as a warm up for the larger Bay Roberts contract. The collection will be scheduled for June 17th, 18th, and 19th.

The motion is as follows:

BE IT RESOLVED that the Board recommends that ERSB award the Claree's Beach – Port der Grave oversized items pick-up to K.J.H. Dirtwork's Ltd. for the value of \$24,480.00 (plus HST).

Thank you,

Craig

J. Craig Drover, CPA, CMA, MBA
Director Corporate Services
Eastern Regional Service Board
255 Majors Path, Suite 3
St. John's, NL A1A 0L5
Tel: 709-579-7960
www.easternregionalserviceboard.com

Quote

June 2, 2024

K.J.H. Dirtwork's Ltd.
P.O. Box 385
Dunville, NL
A0B 1S0

Christie Dean
Director Operations
Eastern Regional Service Board
255 Majors Path, Suite 3
St. John's, NL A1A 0L5

Ms. Dean,

Please accept the following quote of \$24,480.00 to do bulk collection in Clarke's Beach & Port de Grave. The proposed dates are as follows June 17, 18 & 19.

All prices are plus taxes

Look forward to hearing from you soon

Thank you

Ken Healey
(709)770-0267
kjhdirtworks@hotmail.com

**THOSE WHO RESPONDED ELECTRONICALLY TO THE MOTION BY EMAIL
TO AWARD THE BAY DE GRAVE AREA BULK COLLECTION CONTRACT**

MOTION: BE IT RESOLVED that the Board award the contract for the Clarke's Beach – Port de Grave Oversized Items Collection to K.J.H. Dirtwork's Ltd. for the value of \$24,480.00 (plus HST).

(Motion sent by email on Monday, June 3, 2024)

IN FAVOUR

(Alphabetical order)

Bill Antle
Danny Breen
Jill Bruce
Tom Davis
Rod Delaney
Ron Ellsworth
Sandy Hickman
Jamie Korab
Kevin McDonald
Jason O'Brien
Sheilagh O'Leary
Carl Ridgeley
Stephen Tessier
Gerard Tilley
Larry Vaters
Hilda Whelan

AGAINST

(Alphabetical order)

None

NO RESPONSE

(Alphabetical order)

Maggie Burton
Glenn Clarke
Ophelia Ravencroft
Mark Vardy

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Smith Sound Oversize Items/Bulk Collection Contract 2024
MEETING DATE:	2024-06-26
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Director Operations
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

Staff recommends award of the contract for Oversize Items (formerly bulk waste) Collection for the Smith Sound Area to Vardy Villa Ltd. in the amount of \$23,000.00 (plus HST).

MOTION:

BE IT RESOLVED that the Board recommends awarding the contract for the Smith Sound Area Oversize Items Collection to Vardy Villa Ltd. for the value of \$23,000.00 (plus HST).

FINANCIAL CONSIDERATIONS:

- Four (4) companies picked up the Request for Proposals (RFP) documents for oversize items (formerly bulk waste) collection to occur in July 2024 and one (1) bid package was received.
- The 2024 to 2027 weekly waste/bi-weekly recycling collection contract for Smith Sound Area is \$646,771.50 including HST; however, with the addition of oversize items contract, the total for 2024 waste collection for the area is \$669,771.50 including HST.
- The 2024 annual unit contracted costs for weekly waste, bi-weekly recycling and oversize items collection will be \$161.04 including HST.

BACKGROUND/DISCUSSION:

- Bulk waste collection is now known as Oversize Items Collection
- To improve the oversize items/bulk waste experience, the Board removed the collection of bulk waste/oversize items from the waste collection contracts and the oversize items collection is tendered separately.

From: [Craig Drover](#)
To: [Craig Drover](#)
Cc: [Lynn Tucker](#); [Holly Power](#); [Christie Dean](#)
Subject: Motion By Email - Smith Sound Oversize Items/Bulk Collection Contract 2024
Date: June 21, 2024 2:31:20 PM
Attachments: [Brief Note - Smith Sound Oversize Items-Bulk RFP Award 2024.docx](#)

Good afternoon everyone,

Attached is a briefing note for the oversized item pick-up (formally known as Bulk Collection) for the Smith Sound area. Four companies picked up the RFP document but only one submitted a bid to complete the contract. The collection will be scheduled for July.

Please provide us with your vote by Monday June 24, 2024.

The motion is as follows:

BE IT RESOLVED that the Board recommends awarding the contract for the Smith Sound Area Oversize Items Collection to Vardy Villa Ltd. for the value of \$23,000.00 (plus HST).

Thank you,

Craig

J. Craig Drover, CPA, CMA, MBA
Director Corporate Services
Eastern Regional Service Board
255 Majors Path, Suite 3
St. John's, NL A1A 0L5
Tel: 709-579-7960
www.easternregionalserviceboard.com

**THOSE WHO RESPONDED ELECTRONICALLY TO THE MOTION BY EMAIL
TO AWARD THE SMITH SOUND AREA BULK COLLECTION CONTRACT**

MOTION: BE IT RESOLVED that the Board recommends awarding the contract for the Smith Sound Area Oversize Items Collection to Vardy Villa Ltd. for the value of \$23,000.00 (plus HST).

(Motion sent by email on Friday, June 21, 2024)

IN FAVOUR

(Alphabetical order)

Danny Breen
Jill Bruce
Glenn Clarke
Tom Davis
Rod Delaney
Ron Ellsworth
Sandy Hickman
Jamie Korab
Kevin McDonald
Jason O'Brien
Stephen Tessier
Gerard Tilley
Hilda Whelan

AGAINST

(Alphabetical order)

None

NO RESPONSE

(Alphabetical order)

Bill Antle
Maggie Burton
Sheilagh O'Leary
Ophelia Ravencroft
Carl Ridgeley
Mark Vardy
Larry Vaters