



**BOARD OF DIRECTORS MEETING
MINUTES**

Meeting #88

Wednesday, March 31, 2021, 7:00 p.m.

BROADCASTED LIVE – VIDEOCONFERENCE

In Attendance: Mayor Harold Mullooney
Mayor Danny Breen
Councillor Peggy Roche
Councillor Gerard Tilley
Councillor Glenn Clarke
Councillor Sandy Hickman
Councillor Jamie Korab
Councillor Kevin McDonald
Councillor Shawn Skinner
Councillor Deanne Stapleton
Deputy Mayor Sam Whalen
Councillor Sterling Willis
Councillor Wally Collins

Regrets: Deputy Mayor Sheilagh O’Leary (Leave of Absence)
Councillor Maggie Burton
Mayor Gerald Snook
Councillor Ian Froude
LSD Chair, Wesley Drodge

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

1. Call to Order

Mr. Mullooney, Chairperson, called the meeting to order at 7:04 p.m.

2. **Adoption of Agenda**

The agenda was tabled for approval.

MOTION 2021-012

Moved By Mr. Collins

Seconded By Mr. McDonald

BE IT RESOLVED that the agenda be adopted as tabled.

Carried Unanimously

3. **Review of Minutes**

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

MOTION 2021-013

Moved By Mr. Whalen

Seconded By Mr. Hickman

BE IT RESOLVED that the minutes of the meeting of Wednesday, February 24, 2021 be adopted as tabled.

Carried Unanimously

4. **Committee Reports**

a) **Finance & Audit Committee**

Mr. Hickman delivered the Finance & Audit Committee report.

1. **Board Expenditures**

Board expenditures for the month of February 2021 were tabled for review and approval.

Mr. Hickman acknowledged some key expenditures on this report for Members' information. There were no questions or concerns.

MOTION 2021-014

Moved By Mr. Hickman

Seconded By Mr. Clarke

BE IT RESOLVED that the Board adopt the expenditures for February 2021 as tabled. **Carried Unanimously**

2. Incorporated Towns Payment Activity Report

An update on the incorporated town's payment activity was provided for February. It was noted that staff has followed up with delinquent accounts to ensure more timely payments.

There were no questions or concerns on this report.

3. 2020 Draft Financial Statements

Mr. Hickman informed Members that the 2020 draft Financial Statements were included in the meeting package.

He was pleased to report that the Board is in good financial standing and compliant with Canadian Public Sector Account Standards. The Eastern Regional Service Board has worked hard to create a strong financial position by utilizing operational surpluses to find capital and operational reserve accounts. This ensures that the Board can continue to operate in the event of unforeseen circumstances

There were no questions or concerns on the 2020 Draft Financial Statements.

MOTION 2021-015

Moved By Mr. Hickman

Seconded By Mr. Willis

BE IT RESOLVED at the Board adopt the Financial Statements for the year ended December 31, 2020 as prepared by Harris Ryan Chartered Professional Accountants as tabled. **Carried Unanimously**

4. Cancellation of Regional Waste Services - Update

Mr. Hickman informed Members that the Town of St. Vincent's-St. Stephen's-Peter's River has notified the Board that they will not be participating in regional waste services following the current contract that expires on June 30, 2021.

b) Strategy & Policy Committee

Mr. Whalen delivered the Strategy & Policy Committee report.

1. 2020 Waste Operations Report

Mr. Whalen informed Members that a copy of the 2020 Waste Operations Report was included in the meeting package.

He provided a quick overview that included the following key points:

- Increased usage at the Waste Recovery Facilities;
- Increased diversion of metals, electronics, tires, etc.
- Increased participation of Household Hazardous Waste events.
- Waste processing at the Clarendville Transfer Station is down slightly due to fewer commercial projects in the area.
- Positive results are continued for the school recycling program and 2020 will be the last year for the Recycling at School Pilot Program as the School Board is tendering for recyclables collection beginning this year.

Mr. Whalen also noted that the School Board is tendering for recyclables collection as this is something we have promoted and encouraged for the past several years.

There were no questions or concerns on this report.

2. Policy Review: Request for Exemption – Waste Management Services

Mr. Whalen reminded the Board that a brief note was included in the meeting package.

He noted that the Committee continues to work on this review as some issues have been raised around the timeline proposed for the vacancy component of the new policy and how it will be administered.

Staff continues to work on a new application form; finalizing the policy statement, which will require legal review to ensure that any proposed changes are in line with legislation; and, developing an appeals process.

An update will be brought back to the Board once this work is complete.

3. **New Business Arising from the Meeting: Discussion to take place regarding possible partnership with Town of Sunnyside for snow clearing at the Sunnyside Waste Recovery Facility.**

Mr. Whalen noted that discussion took place at Committee regarding the winter closure of the Sunnyside Waste Recovery Facility. The representative for the Trinity Bay South & Isthmus area has asked if Board would consider a possible partnership for snow clearing costs in order to keep the facility open during the winter months.

Committee members and staff confirmed that they would be interested in partnering if feasible for the Board.

An update will be provided once further discussion takes place.

c) **Governance Committee**

No meeting held in March 2021.

5. **Correspondence**

There was no correspondence to review.

6. **New Business**

a) **Pandemic Impacts on the Board's Operations – Update**

Mr. Mullaney provided an update on the Impacts that the pandemic has had on the Board's Operations. He noted the following:

- The Board's Waste Recovery Facilities reopened on March 15, 2021 in response to the Provincial Alert Level 4 announcement.
- Waste, recycling and bulk collections remains as scheduled in their respective calendars.
- The Clarenville Transfer Station remained opened for its commercial users and the Waste Recovery Facility at Clarenville reopened on March 15th.
- Office hours at the Major's Path location returned to normal with staff working their normal weekly schedule as of Monday, March 29th.

- Management will continue working a rotational schedule to ensure that a manager is always present at the office while limiting the number of employees in the building at one time.
- The Board's Clerk and Regional Water/Wastewater Operator continue to work from home.

b) New Provincial Government

Mr. Mullooney commented on the newly elected government and feels that the Board should act quickly in arranging a meeting with the Minister of Environment, Climate Change and Municipalities. The Board looks forward to continuing the great working relationship with the Minister and their staff to continue the advancement of the Provincial Waste Management Strategy.

The Board also expressed sincere appreciation to Ms. Lucy Stoyles, former Board representative for the City of Mount Pearl, for her service and dedication over the past four years. The Board will send a congratulatory letter to Ms. Stoyles expressing well wishes for her new role as Member of the House of Assembly for the District of Mount Pearl North.

7. Upcoming Meetings

- a) The next meeting of the Board of Directors will take place by videoconference on Wednesday, April 28, 2021 at 7:00 p.m.
- b) The next meeting of the Finance & Audit Committee will take place by videoconference on Thursday, April 15, 2021 at 12:30 p.m.
- c) The next meeting of the Strategy & Policy Committee will take place by videoconference on Tuesday, April 13, 2021 at 10:30 a.m.
- d) The next meeting of the Governance Committee will take place by videoconference on Tuesday, April 20, 2021 at 10:30 a.m.

8. **Adjournment**

MOTION 2021-016

Moved By Mr. Mallowney

Seconded By Mr. Skinner

Seeing no further business to be discussed, **BE IT RESOLVED** that the meeting
adjourned at 7:27 p.m.

Carried Unanimously

Ms. Holly Coles

Board Clerk and Outreach Coordinator

Mayor Harold Mallowney

Chairperson

Eastern Regional Service Board

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

Cheques from 000001 to 009540 dated between 02-01-2021 and 02-28-2021

CHEQUE REGISTER

Printed: 10:37:50AM 03/09/2021

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Number	Issued		Amount	SC	Status	Status Date
009463	02/03/2021	Around The Bay Disposals Inc.	83,849.50	A/P	OUT-STD	02/03/2021
009464	02/03/2021	Bell Aliant	1,970.14	A/P	OUT-STD	02/03/2021
009465	02/03/2021	Blaketown Service Station	852.13	A/P	OUT-STD	02/03/2021
009466	02/03/2021	Curtis Dawe	23,196.48	A/P	OUT-STD	02/03/2021
009467	02/03/2021	Dicks and Company Limited	315.23	A/P	OUT-STD	02/03/2021
009468	02/03/2021	Dodd's Diesel Repair Ltd.	14,555.85	A/P	OUT-STD	02/03/2021
009469	02/03/2021	Eastern Machining & Welding Inc.	1,290.30	A/P	OUT-STD	02/03/2021
009470	02/03/2021	Eastlink Communications Channel 6 Ads Clarendville	138.00	A/P	OUT-STD	02/03/2021
009471	02/03/2021	Jenkins Anthony Inc.	3,923.66	A/P	OUT-STD	02/03/2021
009472	02/03/2021	Kevin Butt	75.75	A/P	OUT-STD	02/03/2021
009473	02/03/2021	Leslie Squires	440.00	A/P	OUT-STD	02/03/2021
009474	02/03/2021	Lynn Tucker	340.32	A/P	OUT-STD	02/03/2021
009475	02/03/2021	Meade's Services & Storage Ltd.	1,581.23	A/P	OUT-STD	02/03/2021
009476	02/03/2021	Nexgen Municipal Inc.	631,167.70	A/P	OUT-STD	02/03/2021
009477	02/03/2021	OMB Parts & Industrial Ltd.	183.97	A/P	OUT-STD	02/03/2021
009478	02/03/2021	Parts For Trucks Inc.	108.64	A/P	OUT-STD	02/03/2021
009479	02/03/2021	Patterson's Crane Rentals Ltd.	402.50	A/P	OUT-STD	02/03/2021
009480	02/03/2021	Pitney Bowes	183.26	A/P	OUT-STD	02/03/2021
009481	02/03/2021	T2 Ventures Inc.	249,490.73	A/P	OUT-STD	02/03/2021
009482	02/03/2021	TForce Final Mile Canada Inc.	17.99	A/P	OUT-STD	02/03/2021
009483	02/03/2021	Tulk Tire & Service Ltd.	451.25	A/P	OUT-STD	02/03/2021
009484	02/03/2021	WAJAX (Power Systems)	377.78	A/P	OUT-STD	02/03/2021
009485	02/03/2021	Kelloway Construction Limited	1,040.75	A/P	OUT-STD	02/03/2021
009486	02/03/2021	Miller IT Limited	379.50	A/P	OUT-STD	02/03/2021
009487	02/03/2021	Northern Business Intelligence	1,912.04	A/P	OUT-STD	02/03/2021
009488	02/16/2021	62167 Newfoundland and Labrador Inc	7,380.30	A/P	OUT-STD	02/16/2021
009489	02/16/2021	Bell Mobility Inc.	1,158.67	A/P	OUT-STD	02/16/2021
009490	02/16/2021	City of St. John's	34,656.52	A/P	OUT-STD	02/16/2021
009491	02/16/2021	Coish's Trucking & Excavating Ltd.	14,432.50	A/P	OUT-STD	02/16/2021
009492	02/16/2021	Concord Enterprises Inc.	4,283.75	A/P	OUT-STD	02/16/2021
009493	02/16/2021	D&L Russell Limited	30.46	A/P	OUT-STD	02/16/2021
009494	02/16/2021	Dodd's Diesel Repair Ltd.	43,040.57	A/P	OUT-STD	02/16/2021
009495	02/16/2021	G Groves & Sons Limited	3,812.25	A/P	OUT-STD	02/16/2021
009496	02/16/2021	Imperial Oil	121.12	A/P	OUT-STD	02/16/2021
009497	02/16/2021	Kevin Butt	48.02	A/P	OUT-STD	02/16/2021
009498	02/16/2021	Lynn Tucker	2,281.65	A/P	OUT-STD	02/16/2021
009499	02/16/2021	Michael Lundrigan	10.00	A/P	OUT-STD	02/16/2021
009500	02/16/2021	Modern Business Equipment Limited	108.87	A/P	OUT-STD	02/16/2021
009501	02/16/2021	Newfoundland Power Inc.	5,748.85	A/P	OUT-STD	02/16/2021
009502	02/16/2021	NL News Now	171.49	A/P	OUT-STD	02/16/2021
009503	02/16/2021	North Atlantic	17,195.23	A/P	OUT-STD	02/16/2021
009504	02/16/2021	Northern Business Intelligence	371.74	A/P	OUT-STD	02/16/2021
009505	02/16/2021	OMB Parts & Industrial Ltd.	7.18	A/P	OUT-STD	02/16/2021
009506	02/16/2021	ORKIN Canada Corporation	194.35	A/P	OUT-STD	02/16/2021
009507	02/16/2021	Parts For Trucks Inc.	1,560.62	A/P	OUT-STD	02/16/2021
009508	02/16/2021	Pat Singleton	1,725.00	A/P	OUT-STD	02/16/2021

Eastern Regional Service Board

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

Cheques from 000001 to 009540 dated between 02-01-2021 and 02-28-2021

CHEQUE REGISTER

Printed: 10:37:50AM 03/09/2021

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Number	Issued		Amount	SC	Status	Status Date
009509	02/16/2021	SaltWire Network Inc.	823.64	A/P	OUT-STD	02/16/2021
009510	02/16/2021	Sam Pike Masonry Ltd.	51.69	A/P	OUT-STD	02/16/2021
009511	02/16/2021	Scope	369.70	A/P	OUT-STD	02/16/2021
009512	02/16/2021	Scotia Recycling Inc	642.28	A/P	OUT-STD	02/16/2021
009513	02/16/2021	Shred-it c/o Stericycle ULC	10.06	A/P	OUT-STD	02/16/2021
009514	02/16/2021	Tulk Tire & Service Ltd.	100.98	A/P	OUT-STD	02/16/2021
009515	02/16/2021	Wedgwood Insurance Limited	8,429.50	A/P	OUT-STD	02/16/2021
009516	02/16/2021	Workplace NL	21,819.66	A/P	OUT-STD	02/16/2021
Cheque Totals Issued:			1,188,831.35			
Void:			0.00			
Total Cheques Generated:			1,188,831.35			
Total # of Cheques Listed:			54			

EASTERN REGIONAL SERVICE BOARD

PAYROLL EXPENSE

FEB 2021

Payroll – Staff (<i>2 pay periods – 28 employees</i>).....	\$114,652.90
Payroll – Board (<i>18 members</i>)	<u>\$00,000.00</u>
Total Payroll (<i>28 employees</i>)	\$114,652.90
Payroll CRA Remittance	<u>\$38,310.00</u>
TOTAL GROSS PAYROLL	<u>\$152,962.90</u>

PREVIOUS MONTH

JAN 2021

Payroll – Staff (<i>2 pay periods – 27 employees</i>).....	\$123,314.58
Payroll – Board (<i>18 members</i>)	<u>\$00,000.00</u>
Total Payroll (<i>27 employees</i>)	\$123,314.58
Payroll CRA Remittance	<u>\$ 43,138.12</u>
TOTAL GROSS PAYROLL	<u>\$166,452.70</u>

TOWNS PAYMENT ACTIVITY 2021 - As of March 12, 2021

(Towns include all incorporated towns and those LSDs who pay collectively)

CustCode	Town/Local Service District	Number of Units	Number of Units x \$180.00	Prior Year (Credit) Arrears	Total Invoiced	Payments Received	Current Balance	Surplus (Arrears)
TOWN305	Town of Sunnyside	205	\$36,900.00		\$36,900.00	\$ 7,380.00	\$29,520.00	0.00 PAD x 10
TOWN502	Town of Chance Cove	148	\$26,640.00		\$26,640.00	\$ 5,328.00	\$21,312.00	0.00 PAD x 10
TOWN503	Town of Arnold's Cove	535	\$96,300.00		\$96,300.00	\$ 19,260.00	\$77,040.00	0.00 PAD x 10
TOWN0403	Town of Cape Broyle	275	\$49,500.00		\$49,500.00	\$ 9,828.00	\$39,672.00	0.00 PAD x 10
TOWN0504	Town of Long Harbour-Mount Arlington Heights	196	\$35,280.00		\$35,280.00	\$ 7,056.00	\$28,224.00	0.00 PAD x 10
TOWN0514	Town of Collinet	75	\$13,500.00		\$13,500.00	\$ 2,700.00	\$10,800.00	0.00 PAD x 10
TOWN0517	Town of St. Vincent's-St. Stephen's-Peter's River	213	\$38,340.00		\$38,340.00	\$ 7,668.00	\$30,672.00	0.00 PAD x 10
TOWN0804	Town of New Perlican	162	\$29,160.00		\$29,160.00	\$ 5,832.00	\$23,328.00	0.00 PAD x 10
TOWN0809	Town of Wabana	1222	\$219,960.00		\$219,960.00	\$153,972.00	\$65,988.00	109,980.00 PAD x 10
TOWN0508	Town of Point Lance	47	\$8,460.00		\$8,460.00	\$ 2,115.00	\$6,345.00	0.00 PAD x 4
TOWN0511	Town of St. Joseph's	107	\$19,260.00		\$19,260.00	\$ 4,815.00	\$14,445.00	0.00 PAD x 4
LSD0002	LSD of Mobile (E Dalley, Treasurer)	101	\$18,180.00		\$18,180.00	\$ 18,180.00	\$0.00	14,544.00
TOWN0003	Town of Clarke's Beach	592	\$106,560.00		\$106,560.00	\$ 106,560.00	\$0.00	85,248.00
TOWN301	Town of Comeby Chance	118	\$21,240.00		\$21,240.00	\$ 2,124.00	\$0.00	16,992.00
TOWN302	Town of Norman's Cove-Long Cove	333	\$59,940.00		\$59,940.00	\$ 5,994.00	\$53,946.00	-5,994.00
TOWN303	Town of Chapel Arm	255	\$45,900.00	(180.00)	\$45,720.00	\$ 9,144.00	\$36,576.00	0.00
TOWN304	Town of Southern Harbour	184	\$33,120.00		\$33,120.00	\$ 7,617.60	\$25,502.40	993.60
TOWN0401	Town of Aquaforte	69	\$12,420.00	\$ 833.03	\$13,253.03	\$ 3,313.26	\$9,939.77	662.65 Interest from 2019 still on account
TOWN0402	Town of Bay Bulls	545	\$98,100.00		\$98,100.00	\$ 19,620.00	\$78,480.00	0.00
TOWN0404	Town of Fermeuse-Kingman's Cove	179	\$32,210.00	(0.02)	\$32,219.98	-	\$32,219.98	-8,055.00 Quarterly Payment
TOWN0405	Town of Ferryland	272	\$48,960.00		\$48,960.00	\$ 12,240.00	\$36,720.00	2,448.00 Quarterly Payment
TOWN0407	Town of Renew's-Cappahayden	234	\$42,120.00		\$42,120.00	\$ 8,424.00	\$33,696.00	0.00
TOWN0408	Town of St. Shott's	50	\$9,000.00		\$9,000.00	\$ 2,500.00	\$6,500.00	700.00
TOWN0410	Town of Witless Bay	685	\$123,300.00		\$123,300.00	\$ 30,825.00	\$92,475.00	6,165.00
TOWN0411	Town of Portugal Cove South	92	\$16,560.00		\$16,560.00	\$ 4,140.00	\$12,420.00	0.00 Quarterly Payment
TOWN0505	Town of Fox Harbour	134	\$24,120.00		\$24,120.00	\$ 4,824.00	\$19,296.00	0.00
TOWN0507	Town of St. Bride's	139	\$25,020.00		\$25,020.00	\$ 6,246.00	\$18,774.00	-9.00
TOWN0509	Town of Branch	161	\$28,980.00		\$28,980.00	-	\$28,980.00	-5,796.00
TOWN0510	Town of Mount Carmel-Mitchell's Brook-St. Catherine's	299	\$53,820.00		\$53,820.00	\$ 13,455.00	\$40,365.00	0.00
TOWN0512	Town of Admiral's Beach	82	\$14,760.00		\$14,760.00	\$ 2,952.00	\$11,808.00	0.00
TOWN0513	Town of Gaskiers-Point LaHaye	144	\$25,920.00		\$25,920.00	\$ 5,184.00	\$20,736.00	0.00
TOWN0515	Town of Riverhead	112	\$20,160.00		\$20,160.00	\$ 13,763.12	\$6,396.88	9,731.12
TOWN0516	Town of St. Mary's	222	\$19,980.00		\$19,980.00	-	\$19,980.00	-3,996.00
TOWN0601	Town of Whiteway	163	\$29,340.00		\$29,340.00	\$ 5,868.00	\$23,472.00	0.00
TOWN0602	Town of Heart's Delight-Islington	409	\$73,620.00		\$73,620.00	\$ 14,724.00	\$58,896.00	0.00 *Post Dated Cheques Part of Mail
TOWN0603	Town of Heart's Desire	125	\$22,500.00		\$22,500.00	\$ 4,500.00	\$18,000.00	0.00
TOWN0801	Town of Old Perlican	330	\$59,400.00		\$59,400.00	\$ 56,382.60	\$3,017.40	44,502.60
TOWN0802	Town of Bay de Verde	221	\$39,780.00	\$ 7,956.00	\$47,736.00	\$ 3,978.00	\$43,758.00	-5,569.20
TOWN0805	Town of Hant's Harbour	193	\$34,740.00		\$34,740.00	\$ 2,895.00	\$31,845.00	0.00 (12 equal pymts)
TOWN0806	Town of Heart's Content	239	\$43,020.00		\$43,020.00	\$ 10,755.00	\$32,265.00	0.00 Quarterly Payment
LSD0F201	LSD of Georgetown	131	\$23,580.00	1,606.79	\$25,186.79	\$ 3,930.00	\$21,256.79	-1,107.36
LSD0F202	LSD of Marysvalle	240	\$43,200.00	3,600.00	\$46,800.00	\$ 4,700.00	\$42,100.00	-4,660.00
TOWNQ203	Town of Colliers	320	\$57,600.00	8,412.05	\$66,012.05	-	\$66,012.05	-13,202.41
TOWN0205	Town of Holyrood	1071	\$192,780.00	40,141.65	\$232,921.65	\$ 12,281.11	\$220,640.54	-34,303.22
TOWN0807	Town of Winterton	295	\$53,100.00		\$53,100.00	\$ 13,275.00	\$39,825.00	0.00 Quarterly Payment
11924			2,126,340.00	62,369.50	2,188,349.50	655,464.69	1,532,848.70	209,274.79

TOWNS ACTIVITY - INVOICED MONTHLY (Jan - Dec 2021)						
CustCode	Town/LSD	No. Properties	Prior Year Balance	Total Invoices 2021	Payments Received	Outstanding Balance
TOWN0001	Town of Carbonear	2175	-	97,013.54	65,613.40	31,400.14
		2175	-	97,013.54	65,613.40	31,400.14

2021 TOTAL SURPLUS (ARREARS) - INCORPORATED TOWNS \$ 177,874.65

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

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	ERSB Financial Statements for Year Ended December 31, 2020
MEETING DATE:	2021-03-31
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Craig Drover, Manager Corporate Services
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

ERSB adopt the independent auditor’s report for 2020 as prepared by Harris Ryan Chartered Professional Accountants.

MOTION:

BE IT RESOLVED that the Finance and Audit Committee recommend that the Board adopt the Financial Statements for the year ended December 31, 2020 as prepared by Harris Ryan Chartered Professional Accountants as tabled.

BACKGROUND/DISCUSSION:

- The Board’s independent auditor confirms that operations and cash flows for 2020 ended in accordance with the Canadian Public Sector Accounting Standards (PSAS);
- Board’s tangible assets are valued at \$4.9 million;
- Since 2015, ERSB has worked to create a strong financial position by utilizing operational surpluses to fund capital and operational reserve accounts. This ensures that ERSB can continue to operate in the event of unforeseen circumstances. However, the financial statements do not capture the balance of the Board’s reserves clearly or effectively. ERSB must, as an arms-length government agency, follow the Public Sector Accounting Board (PSAB) accounting standards for the public sector. Therefore, reserves are reflected as surpluses on financial statements.
- Statement of Financial Position shows an accumulated surplus of approximately \$11 million; however, as noted above, this money has been allocated for reserves. Note #8 on page 11 of the financial statements provides explanation.

ATTACHMENTS:

- Eastern Regional Service Board Financial Statements for Year Ended December 31, 2020

OVERVIEW RESERVE ACCOUNTS ESTABLISHED BY THE EASTERN REGIONAL SERVICE BOARD

INTRODUCTION

The Eastern Regional Service Board (ERSB) was formally established through the *Regional Service Board Act* in 2011. The Board is tasked with the implementation and delivery of regional municipal services in the eastern region of Newfoundland and Labrador.

The ERSB publishes a budget and financial statements annually per its legislative requirements as an arms-length agency of the Government of Newfoundland and Labrador. Since 2015, the ERSB has worked diligently in creating a strong financial position for itself by utilizing operational surpluses to fund capital and operational reserve accounts. These accounts are categorized as a Capital Reserve and an Operational Reserve.

Why are reserves required? Well, the answer is simple. The ERSB must ensure it can continue to operate in the event of unforeseen circumstances. You can't simply stop delivering municipal services. To appreciate the scope of the day-to-day costs of the delivery of these services, note that ERSB requires over \$700,000 a month to operate (pay contractors and staff, maintain equipment and buildings, tipping fees at the Regional Waste Management Facility at Robin Hood Bay, etc.). Without a reserve fund, the ERSB would have much more risk in the event of an emergency or impact to its revenue stream.

WHAT DO THESE RESERVES COVER

The capital and operational reserves of ERSB may contribute to the following purposes (if required based on the purpose of reserve accounts outlined above):

1. **Regional Capital Reserve** (for waste recovery facilities; transfer station; regional equipment): Building replacements (operational buildings such as transfer station, attendant huts, sheds, equipment depot); equipment replacements (grapple trucks, walking floor trailers, floats, backhoes, pick-up trucks, shipping containers) and future site closures.
2. **Operational Reserve**: Year-to-year operational funding for use if costs of delivering regional services is higher than the fees collected from property owners; cushion against loss of income and large unbudgeted and/or unforeseen expenses.

Currently, the Board has tangible capital assets (land, buildings, heavy equipment, computer equipment, etc.) with a value of \$5 million. Each year equipment depreciates in value.

WHY IS IT DIFFICULT TO SEE THE RESERVES ON THE ERSB FINANCIAL STATEMENTS

Unfortunately, the ERSB's current and historical financial statements do not capture the balance of the reserves clearly or effectively. Financial statements are not the tool many portray them to be, primarily because they are difficult to interpret effectively unless you know how each account connects to the day-to-day operations of the organization. For example, the ERSB financial statements regularly show a cash surplus, when in fact this "surplus" is (in part) the reserves the ERSB has established as well as the value of the property and equipment held by the Board.

So why do the financial statements not portray the ERSB reserve accounts in a way that the general public can understand. The reason is that ERSB must, as an arms-length government agency, follow the Public Sector Accounting Board (PSAB) accounting standards for the public sector. These independently set financial reporting standards are critical to promoting confidence in public sector entities. High quality accounting standards contribute to transparent and accountable information that is made available to the public, as well as quality financial information to support decision making.

WHAT IS THE CURRENT VALUE OF THE ERSB'S RESERVE ACCOUNTS

The following chart outlines the capital and operating reserves of the ERSB currently and following the proposed allocation of funds to reserves for 2020:

YEAR	Contribution to Capital Reserve – Regional	Contribution to Capital Reserve – Curbside	Contribution to Operational Reserve	Total Contribution (by year)
2015	366,234.00	0.00	0.00	366,234.00
2016	170,000.00	130,000.00	390,000.00	690,000.00
2017	320,000.00	150,000.00	350,000.00	820,000.00
2018	320,000.00	150,000.00	0.00	470,000.00
2019	0.00	0.00	0.00	0.00
2020	1,200,000.00	0.00	1,000,000.00	2,200,000.00
TOTAL	2,376,234.00	430,000.00	1,740,000.00	4,546,234.00

Waste Management Operations Summary Report 2020

Waste Recovery Facilities:

Waste recovery facilities received material from approximately 34,140 clients. This is a decrease from 2019 when client visits equated to 40,350. This decrease could be a result of these facilities being closed for approximately two months in 2020 as the Board responded to Provincial COVID-19 health guidelines. If these facilities had seen the average monthly clients throughout 2020, the number of clients would have exceeded the 2019 number.

In 2019, client visits were down approximately 4% compared to 2018 and down approximately 11% from 2017. Please note that the 2017-2018 period was the first time a decrease was seen in the years since beginning the tracking of client visits. Material received at the Waste Recovery Facilities included household appliances, furniture, electronics, residential construction material, tires, metal, shingles, floor coverings, propane tanks (20 lbs. or less), trees and branches.

Waste diversion activities included:

- 1,340,360 Kg of metal was diverted to an approved metal recycler versus 1,020,260 Kg in 2019; versus 1,013,350 in 2018; versus 977,630 Kg in 2017; versus 1,363,510 in 2016; and, 249,770 kg in 2015.
- 13,932 tires as accepted by the Used Tire Recycling program of the MMSB; versus 12,924 tires in 2019; versus 12,863 in 2018; versus 12,237 in 2017; versus 12,885 in 2016; and, 14,113 in 2015.
- 200 pallets of electronic waste were accepted by the Recycle My Electronics Program of the Electronic Products Recycling Association (EPRA) versus 246 in 2019; versus 248 in 2018; versus 250 in 2017; versus 263 in 2016; and, 192 in 2015.

In 2020, 8,326,540 kg of waste was transferred from the Waste Recovery Facilities to the Regional Waste Management Facility located at Robin Hood Bay for disposal in the landfill. In 2019, 7,908,400 Kg of waste was transferred. In 2018, 9,961,889 Kg of waste was transferred. In 2017, 6,273,770 Kg of waste was transferred. The 2018-2019 decrease in removed material is partly due to a Highway Transport Equipment Operator position being vacant for a portion of the year in addition to the decreases in volumes being received at the facilities. The increase in removals between 2018 and 2017 is a direct result of the addition of a third grapple truck to remove waste from these facilities. In 2016, 6,226,318 Kg of waste was transferred from the Waste Recovery Facilities to Robin Hood Bay for disposal in the landfill versus 5,781,784 Kg in 2015.

2020 saw an increase in waste collected at these facilities. The overall increase was approximately 750,000 Kg of waste.

Please note that the Sunnyside location was closed from December 14, 2019 and re-opened on April 4, 2020. It closed again for winter on December 14, 2020 and will re-open on April 3, 2021.

School Recycling Collections:

The Recycle@School Pilot Program ended in June of 2017. Since then services have been year-to-year with hopes that a region-wide program could be implemented. In the 2019-2020 school year, schools throughout the region had access to fiber recycling. With this success and consistency in service throughout the region, the 2019-2020 school year will be the final year ERSB provides service to the following schools:

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

Household Hazardous Waste (HHW) Events:

Fifteen (15) Household Hazardous Waste (HHW) events were held in 2020. Initially 20 events were tendered; however, the original tender was cancelled by the Board as these events could not be held under the Provincial COVID-19 Health Guidelines. The Board re-tendered and held 15 events. These events resulted in approximately 734 residents disposing of their HHW material. 8,408 L of liquid HHW waste; 30 paint boxes (approximately 6,400 L of paint); 468 Kg of batteries; 307 compressed gas tanks; and, 423 fluorescent light bulbs were collected.

Overall the per event participation and per event waste collected was higher than in 2019. Overall attendance was lower in 2019 than 2018 and waste collected per event was lower than in 2018.

Curbside Collections:

There has been no significant change in curbside diversion rates between 2020 and 2016.

In response to Ministerial Directives, in early 2019, the number of properties for collection was reduced by 310 properties. These properties were identified as those unable to be serviced through winter or year-round. For January 1, 2020 all properties on un-serviced roads in unincorporated areas (approximately 2,700) were removed from the Board's service areas in response to the Ministerial Directives.

In addition, the Towns of Clarendville and Old Perlican decided to opt out of regional waste services.

Summary of contracted properties within each region at the end of 2020.

Area	Properties
Bay de Grave (Clarke's Beach, Port de Grave, Bristol's Hope)	968
Conception Bay Center	1,923
Smith Sound Area	1,498
Isthmus & South West Arm	3,461
Southern Shore	3,370
Trinity Bay North	2,864
Trinity Bay South/Center	2,896
Southwest Avalon and St. Mary's Bay	2,613
Bell Island	1,441
Carbonear and Area	2,262
total	23,296

Clarenville Transfer Station:

In 2020, 4,665,350 Kg of waste and 323,690 Kg of recycling was received at the commercial portion of the facility. This required approximately 246 trips to the Regional Waste Management Facility located at Robin Hood Bay to transport this material for disposal.

For comparison purposes, in 2019, 5,520,840 Kg of waste and 386,950 Kg of recycling was received at the commercial portion of the facility. In 2018, 5,426,310 Kg of waste and 372,460,460 Kg of recycling was received. In 2017, 5,421,190 Kg of waste and 458,020 Kg of recycling was received. In 2016, 5,106,250 Kg of waste and 273,210 Kg of recycling was received. Please see Waste Recovery Facility portion of this report above for residential drop off information as it relates to the Clarenville Waste Recovery Facility.