



# ERSB Board of Directors Virtual Meeting: Wednesday, October 25, 2023 at 5:00pm

## Minutes

Eastern Regional Service Board  
Oct 25, 2023 at 5:00 PM NDT  
@ Zoom Video Conference

### Attendance

#### Present:

Members: Bill Antle (remote), Daniel (Danny) Breen (remote), Jill Bruce (remote), Glenn Clarke (remote), Christie Dean (remote), Rodney Delaney (remote), Wesley Drodge (remote), Craig Drover (remote), Ronald Ellsworth (remote), Ian Froude (remote), T. Alexander Hickman (remote), Jamie Korab (remote), Kevin McDonald (remote), Holly Power (remote), Carl Ridgeley (remote), Nathan Ryan (remote), Steve Tessier (remote), Lynn Tucker (remote), Lawrence Vaters (remote), Hilda Whelan (remote)

Guests: Charles Bown, MMSB (remote)

#### Absent:

Members: Maggie Burton, Sheilagh OLeary, Ophelia Ravencroft, Gerard Tilley, Mark Vardy

#### I. Call to Order

The Chair called the meeting to order at 5:05 p.m.

#### II. Adoption of Agenda

The agenda was tabled for approval.

 [Draft Agenda BOD Oct 25 23.docx](#)

#### Motion:

**BE IT RESOLVED that the agenda be adopted as tabled.**

Motion moved by Steve Tessier and motion seconded by Kevin McDonald . Carried Unanimously.

III. Review of Minutes

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

 [ERSB Sept 27, 2023 Minutes.pdf](#)

**Motion:**

**BE IT RESOLVED that the minutes from September 27, 2023 be adopted as tabled.**

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

IV. Committee Reports

A. Finance & Audit Committee

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

1. Board Expenditures

Board expenditures for the month of September 2023 were tabled for review and approval.

 [Cheque Reg Sept 23.pdf](#)

 [Payroll Expense SEPT 23.pdf](#)

 [BMO Aug.pdf](#)

 [BMO Statement September.pdf](#)

**Motion:**

**BE IT RESOLVED that the Board adopt the expenditures for the month of September 2023 as tabled.**

Motion moved by Rodney Delaney  
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.

 [2023 Incorporated Towns Payment Activity Report at October 5.pdf](#)

3. Pouch Cove Waste Collection Contract Extension

Mr. Delaney referred to the briefing note that was included in the meeting package. There were no questions or concerns regarding the contract extension.

 [BN2-PouchCvWasteContractExtB.pdf](#)

**Motion:**

**BE IT RESOLVED that the Board issue a one-year extension for waste collection services for the Pouch Cove contract beginning February 1, 2024.**

Motion moved by Rodney Delaney  
and motion seconded by Jill Bruce  
Carried Unanimously.

4. Update on the Town of Ferryland’s requests to collect Fire & Emergency Service Fees from neighbouring communities.

Mr. Delaney provided an update on the Town of Ferryland's request to collect Fire and Emergency Service Fees. There were no questions or concerns.

 [BN - Ferryland FES Update.docx](#)

- B. Strategy & Policy Committee

Mr. Korab, Committee Member, delivered the Strategy and Policy Committee Report.

- V. Electrification of Waste Recovery Facilities that remain open over winter – Update

Mr. Korab provided an update on the electrification of the waste recovery facilities that will remain open for the winter months. There were no questions or concerns.

 [BN - Electrification of WRFs Update.docx](#)

- VI. Winter Closure of Waste Recovery Facilities in Cavendish and Bell Island

Mr. Korab referred to the briefing note that was provided in the meeting package. It was requested that the municipalities be notified of this closure as soon as possible. There were no other questions or concerns.

 [BN - WRF Winter Closures 23.docx](#)

**Motion:**

**BE IT RESOLVED 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.**

Motion moved by Jamie Korab and motion  
seconded by Kevin McDonald . Carried  
Unanimously.

- VII. Q3 Water/Wastewater Operator’s Report

Mr. Korab referred to the report that was provided in the meeting package.

There were no questions or concerns.

 [Eastern Region - Quarterly Report - Jun 30, 2023 merged.pdf](#)

VIII. Former Clarendville Landfill Site Not Capped/Environmentally Closed following Work Recently Completed by the Province at the Clarendville Transfer Station Site

Ms. Dean reported that she had recently visited the site in question and confirmed that it was not environmentally closed. There was no timeline discussed but the projected work and tendering process was discussed; an update will be provided at a later date.

A. Governance Committee

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

IX. Joint Council Report

Mr. McDonald referred to the briefing note that was provided in the meeting package. There was little to report this month as most Joint Councils have struggled to acquire quorum in October. Next month's meetings have been scheduled and there's hope for each Joint Council to hold another meeting or two before breaking for the Christmas holiday.

 [BN - JC Update.docx](#)

X. Correspondence

The Chair noted that the correspondence listed below was provided for information purposes.

Mr. Breen asked to start discussion on an expansion of the Water/Wastewater Program to assist with the boil water advisories in the Eastern Region. Ms. Tucker explained the details of the Board's current Water/Wastewater Program and the role of the Technician. She informed Members that the program provides support and education to the Communities, but at this time, the program does not allow for hands on work to be completed.

XI. Letter from Victoria Dickenson, Trepassey, regarding access to safe and clean drinking water.

 [Ltr fr V Dickenson Trepassey re Water SEP 28 2023.pdf](#)

XII. Response to Victoria Dickenson, Trepassey

 [Ltr - V Dickenson re RWWP Trepassey Oct 4 2023.pdf](#)

XIII. New Business

There was no new business to discuss.

XIV. Roundtable

Mr. Bown reminded Members' that the MMSB provides core funding to assist Crime Stoppers with the ongoing issues of illegal dumping; A new campaign is in the works. Mr. Bown noted that he's recently been in contact with MHA Jeff Dwyer and the Department of Environment in follow-up to their meetings as requested. He also reported that a change is coming to the backyard composting program. The program provides a larger initiative to provide large (above-ground tumbler) compost bins to communities as well as residents.

Ms. Tucker and Mr. Hickman both commented on the cleanliness and tidiness of other provinces and countries in comparison to our Province. They feel that mandatory recycling and substantial fines needs to be enforced.

XV. Upcoming Meetings

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

 [Upcoming Meetings.docx](#)

XVI. Adjournment

Seeing no further business to discuss, the meeting adjourned.

**Motion:**

**BE IT RESOLVED that the meeting adjourned at 5:41 p.m.**

Motion moved by Steve Tessier and motion seconded by Rodney Delaney . Carried Unanimously.

**Eastern Regional Service Board**

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

Cheques from 0000000001 to 0000011669 dated between 09-01-2023 and 09-30-2023

**CHEQUE REGISTER**

Printed: 9:01:27AM 10/05/2023

Page 1 of 2

<b>Number</b>	<b>Issued</b>	<b>Amount</b>	<b>SC</b>	<b>Status</b>	<b>Status Date</b>
0000011628	09/14/2023 Advantage Personnel Ltd.	1,835.40	A/P	CLEARED	09/22/2023
0000011629	09/14/2023 Around The Bay Disposals Inc.	68,701.55	A/P	OUT-STD	09/14/2023
0000011630	09/14/2023 Bell Mobility Inc.	1,205.38	A/P	CLEARED	09/22/2023
0000011631	09/14/2023 City of St. John's	45,663.41	A/P	CLEARED	09/20/2023
0000011632	09/14/2023 Coish's Trucking & Excavating Ltd.	17,895.50	A/P	CLEARED	09/22/2023
0000011633	09/14/2023 Craig Drover	4,266.16	A/P	CLEARED	09/14/2023
0000011634	09/14/2023 De Lage Landen Financial Services Canada Ltd.	398.48	A/P	CLEARED	09/22/2023
0000011635	09/14/2023 Dodd's Diesel Repair Ltd.	385.02	A/P	CLEARED	09/21/2023
0000011636	09/14/2023 Harbour ELECTRIC Ltd.	1,956.25	A/P	CLEARED	09/27/2023
0000011637	09/14/2023 Kevin McDonald	122.32	A/P	OUT-STD	09/14/2023
0000011638	09/14/2023 Leslie Squires	440.00	A/P	CLEARED	09/25/2023
0000011639	09/14/2023 Miller IT Limited	1,166.28	A/P	CLEARED	09/26/2023
0000011640	09/14/2023 NATIONAL Public Relations	641.39	A/P	CLEARED	09/28/2023
0000011641	09/14/2023 Nexgen Municipal Inc.	5,648.80	A/P	CLEARED	09/22/2023
0000011642	09/14/2023 North Atlantic	2,655.99	A/P	CLEARED	09/20/2023
0000011643	09/14/2023 Northern Business Intelligence	1,406.74	A/P	CLEARED	09/22/2023
0000011644	09/14/2023 OMB Parts & Industrial Ltd.	447.89	A/P	CLEARED	09/21/2023
0000011645	09/14/2023 ORKIN Canada Corporation	324.90	A/P	CLEARED	09/25/2023
0000011646	09/14/2023 Parts For Trucks Inc.	22.89	A/P	CLEARED	09/21/2023
0000011647	09/14/2023 Pike's Pro Hardware & Building Supplies	605.54	A/P	OUT-STD	09/14/2023
0000011648	09/14/2023 Princess Auto	145.28	A/P	CLEARED	09/25/2023
0000011649	09/14/2023 Quikprint Services Ltd.	617.96	A/P	CLEARED	09/25/2023
0000011650	09/14/2023 Shred-it c/o Stericycle ULC	98.81	A/P	CLEARED	09/25/2023
0000011651	09/14/2023 Strong Data Inc.	20,412.50	A/P	CLEARED	09/20/2023
0000011652	09/14/2023 T2 Ventures Inc.	287,086.52	A/P	CLEARED	09/18/2023
0000011653	09/14/2023 Town of St. Joseph's	1,362.50	A/P	OUT-STD	09/14/2023
0000011654	09/28/2023 62167 Newfoundland and Labrador Inc	7,380.30	A/P	OUT-STD	09/28/2023
0000011655	09/28/2023 Advantage Personnel Ltd.	1,835.40	A/P	OUT-STD	09/28/2023
0000011656	09/28/2023 Coish's Trucking & Excavating Ltd.	17,895.50	A/P	OUT-STD	09/28/2023
0000011657	09/28/2023 Dodd's Diesel Repair Ltd.	11,648.78	A/P	OUT-STD	09/28/2023
0000011658	09/28/2023 Holly Power	82.57	A/P	OUT-STD	09/28/2023
0000011659	09/28/2023 Jenkins Anthony Inc.	6,802.43	A/P	OUT-STD	09/28/2023
0000011660	09/28/2023 Newfoundland Power Inc.	1,641.21	A/P	OUT-STD	09/28/2023
0000011661	09/28/2023 Northern Business Intelligence	1,406.74	A/P	OUT-STD	09/28/2023
0000011662	09/28/2023 Pik-Fast Express Inc.	20.00	A/P	OUT-STD	09/28/2023
0000011663	09/28/2023 Pinnacle Office Solutions Ltd.	102.13	A/P	OUT-STD	09/28/2023
0000011664	09/28/2023 Town of Clarendville	1,608.00	A/P	OUT-STD	09/28/2023
0000011665	09/28/2023 Tulk Tire & Service Ltd.	2,727.20	A/P	OUT-STD	09/28/2023
0000011666	09/28/2023 Will Hilliard	94.77	A/P	OUT-STD	09/28/2023
0000011668	09/29/2023 T2 Ventures Inc.	16,521.88	A/P	CLEARED	09/29/2023

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000011669 dated between 09-01-2023 and 09-30-2023

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CHEQUE REGISTER

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Printed: 9:01:27AM 10/05/2023

Page 2 of 2

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Number	Issued	Amount	SC	Status	Status Date
		<b>Total Issued (40):</b>			
		\$535,280.37			
		<b>Total Voided (0):</b>			
		\$0.00			
		<b>Grand Total:</b>			
		\$535,280.37			
		<b>Number of Cheques Listed:</b>			
		40			

# EASTERN REGIONAL SERVICE BOARD

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## PAYROLL EXPENSE

### SEPTEMBER 2023

Payroll – Staff ( <i>2 pay periods – 29 employees</i> ).....	\$138,275.82
Payroll – Board ( <i>19 members</i> ) .....	<u>\$00,000.00</u>
Total Payroll ( <i>29 employees</i> ) .....	\$138,275.82
Payroll CRA Remittance .....	<u>\$42,114.71</u>
<b>TOTAL GROSS PAYROLL .....</b>	<b><u>\$180,390.53</u></b>

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### PREVIOUS MONTH

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### AUGUST 2023

Payroll – Staff ( <i>2 pay periods – 29 employees</i> ).....	\$135,359.65
Payroll – Board ( <i>19 members</i> ) .....	<u>\$00,000.00</u>
Total Payroll ( <i>29 employees</i> ) .....	\$135,359.65
Payroll CRA Remittance .....	<u>\$ 42,631.88</u>
<b>TOTAL GROSS PAYROLL .....</b>	<b><u>\$177,991.53</u></b>



## Statement

<b>Account Name:</b>	EASTERN REGIONAL SERVICE BOARD	<b>Card Number:</b>	xxxx-xxxx-xxxx-3165
<b>Company Name:</b>	EASTERN REGIONAL SERVICE BOARD	<b>Account Limit:</b>	\$ 50,000.00
<b>Employee ID:</b>	CDROVER	<b>Available Credit:</b>	\$ 48,306.76
<b>Statement Date (MM/DD/YYYY):</b>	08/28/2023	<b>Currency:</b>	CANADIAN DOLLAR
<b>Payment Due Date (MM/DD/YYYY):</b>	09/18/2023		

*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

<b>Rewards earned:</b>	\$ 16.93
<b>Rewards adjusted:</b>	\$ 0.00
<b>Total rewards earned:</b>	\$ 16.93
<b>Rewards balance year to date:</b>	\$ 28.46

Annual cashback credit processed annually in January

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

<b>Previous Balance:</b>	\$ 1,502.64
<b>Payments:</b>	\$ -1,502.64
<b>Adjustments:</b>	\$ 0.00
<b>Net Purchases:</b>	\$ 1,693.24
<b>Cash Advance:</b>	\$ 0.00
<b>Fees:</b>	\$ 0.00
<b>Other Charges:</b>	\$ 0.00
<b>New Account Balance:</b>	\$ 1,693.24

### Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
<b>Card Number xxxx-xxxx-xxxx-3165 EASTERN REGIONAL SERVICE BOARD</b>					
08/18	08/18 486888868	AUTOMATIC PYMT RECEIVED	\$ -1,502.64	\$ 0.00	\$ -1,502.64

<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-3165</b>	<b>\$ -1,502.64</b>
<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-3165</b>	<b>\$ 0.00</b>

<b>Card Number xxxx-xxxx-xxxx-3500 BUTT, KEVIN</b>					
07/28	07/31 484560853	IRVING #03340 MOUNT PEARL NL	\$ 19.95 047541	\$ 2.99 (e)	\$ 22.94
08/03	08/04 485132600	MOTOR REGISTRATION DIV MOUNT PEARL NL	\$ 26.09 092961	\$ 3.91 (e)	\$ 30.00
08/08	08/09 485728128	MELVINS ATV PARTS AND TORS COVE NL	\$ 199.13 090702	\$ 29.87 (e)	\$ 229.00
08/10	08/11 486088529	IRVING #03340 MOUNT PEARL NL	\$ 19.95 021874	\$ 2.99 (e)	\$ 22.94

08/10	08/14 486378740	CDN TIRE STORE #00333 MOUNT PEARL NL	\$ 229.98 007175	\$ 34.50 (e)	
08/14	08/16 486598615	FOODLAND #9214 WHITBOURNE NL	\$ 3.21 090747	\$ 0.48 (e)	\$ 3.69
08/17	08/18 487066140	ISLAND HOSE AND FITTIN MOUNT PEARL NL	\$ 98.96 063589	\$ 14.84 (e)	\$ 113.80

**TOTAL CREDITS** xxxx-xxxx-xxxx-3500 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-3500 **\$ 686.85**

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

08/13	08/14 486378815	STARLINK INTERNET HALIFAX NS	\$ 320.00 993943	\$ 48.00 (e)	\$ 368.00
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**TOTAL CREDITS** xxxx-xxxx-xxxx-7456 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-7456 **\$ 368.00**

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

08/24	08/25 487940589	ISLANDS VILLA LEWISPORTE NL	\$ 182.85 016616	\$ 0.00	\$ 182.85
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**TOTAL CREDITS** xxxx-xxxx-xxxx-3047 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-3047 **\$ 182.85**

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

08/22	08/23 487591177	WAL-MART #3018 CLARENVILLE NL	\$ 91.77 030704	\$ 13.77 (e)	\$ 105.54
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**TOTAL CREDITS** xxxx-xxxx-xxxx-5229 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-5229 **\$ 105.54**

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

08/17	08/18 487066141	GOVERNMENT SERVICES-WE ST-JOHN'S NL	\$ 304.35 008139	\$ 45.65 (e)	\$ 350.00
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**TOTAL CREDITS** xxxx-xxxx-xxxx-0293 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-0293 **\$ 350.00**



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**CUSTOMER SERVICE:**

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

**BMO**

Telephone Inquiries: 1-855-825-9232

Lost/Stolen cards: 1-844-316-3760

Outside Canada and USA call collect: 514-881-3808

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

Internet: [bmo.com/treasuryandpayment](http://bmo.com/treasuryandpayment)

**Diners Club**

Telephone Inquiries: 1-800-363-3333

Lost/Stolen cards: 1-866-890-9552

Outside Canada and USA call collect: 1-514-881-3735

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

Internet: [dinersclubnorthamerica.com](http://dinersclubnorthamerica.com)




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**PAYMENT INFORMATION:**


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	<b>BMO</b>	<b>Diners Club</b>
<b>You can mail your payment to:</b>	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
<b>You may send your payment via overnight mail to:</b>	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
<b>IMPORTANT PAYMENT INFORMATION:</b>	For BMO accounts, please make your cheque or money order payable to: <b>BMO Bank of Montreal</b>	For Diners Club accounts, please make your cheque or money order payable to: <b>Diners Club</b>

**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.**

© Registered trade-mark of Bank of Montreal.



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



## Statement

<b>Account Name:</b>	EASTERN REGIONAL SERVICE BOARD	<b>Card Number:</b>	xxxx-xxxx-xxxx-3165
<b>Company Name:</b>	EASTERN REGIONAL SERVICE BOARD	<b>Account Limit:</b>	\$ 50,000.00
<b>Employee ID:</b>	CDROVER	<b>Available Credit:</b>	\$ 42,247.32
<b>Statement Date (MM/DD/YYYY):</b>	09/28/2023	<b>Currency:</b>	CANADIAN DOLLAR
<b>Payment Due Date (MM/DD/YYYY):</b>	10/19/2023		

**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

<b>Rewards earned:</b>	\$ 77.52
<b>Rewards adjusted:</b>	\$ 0.00
<b>Total rewards earned:</b>	\$ 77.52
<b>Rewards balance year to date:</b>	\$ 105.98

Annual cashback credit processed annually in January

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

<b>Previous Balance:</b>	\$ 1,693.24
<b>Payments:</b>	\$ -1,693.24
<b>Adjustments:</b>	\$ 0.00
<b>Net Purchases:</b>	\$ 7,752.68
<b>Cash Advance:</b>	\$ 0.00
<b>Fees:</b>	\$ 0.00
<b>Other Charges:</b>	\$ 0.00
<b>New Account Balance:</b>	\$ 7,752.68

### Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
<b>Card Number xxxx-xxxx-xxxx-3165 EASTERN REGIONAL SERVICE BOARD</b>					
09/11	09/11 491998269	SPEND DYNAMICS PYMT RCVD TORONTO ON	\$ -1,693.24	\$ 0.00	\$ -1,693.24
09/12	09/12 492384603	PAYMENT REVERSAL	\$ 1,693.24	\$ 0.00	\$ 1,693.24
09/18	09/18 493244753	AUTOMATIC PYMT RECEIVED	\$ -1,693.24	\$ 0.00	\$ -1,693.24
			<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-3165</b>	<b>\$ -3,386.48</b>
			<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-3165</b>	<b>\$ 1,693.24</b>

<b>Card Number xxxx-xxxx-xxxx-3500 BUTT, KEVIN</b>					
08/29	08/30 490506702	HARBOUR VIEW GROCERY L CLARKES BEACH NL	\$ 9.90 055894	\$ 1.49 (e)	\$ 11.39
09/01	09/04 491180518	HICKMAN CARBONAER CARBONEAR NL	\$ 458.05 062066	\$ 68.71 (e)	\$ 526.76

09/05	09/06 491571142	IBS OF ATLANTIC PROVIN MOUNT PEARL NL	\$ 115.98 002773	\$ 17.40 (e)	
09/05	09/06 491571141	MOTOR REGISTRATION DIV MOUNT PEARL NL	\$ 347.83 002080	\$ 52.17 (e)	\$ 400.00
09/07	09/08 491882286	ST. JOHNS MUNICIPAL C ST. JOHN'S NL	\$ 26.09 067276	\$ 3.91 (e)	\$ 30.00
09/09	09/12 492466023	CDN TIRE STORE #00216 ST JOHN'S NL	\$ 11.99 036748	\$ 1.80 (e)	\$ 13.79
09/11	09/13 492651916	CDN TIRE STORE #00650 CLARENVILLE NL	\$ 21.99 042626	\$ 3.30 (e)	\$ 25.29
09/26	09/27 495237205	ST. JOHNS MUNICIPAL C ST. JOHN'S NL	\$ 26.09 093900	\$ 3.91 (e)	\$ 30.00

**TOTAL CREDITS** xxxx-xxxx-xxxx-3500 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-3500 **\$ 1,170.61**

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

08/30	08/31 490808959	ST. JOHN AMBULANCE ASS MT PEARL NL	\$ 226.09 006826	\$ 33.91 (e)	\$ 260.00
08/30	08/31 490809034	ST. JOHN AMBULANCE ASS MT PEARL NL	\$ 155.65 085458	\$ 23.35 (e)	\$ 179.00
08/31	09/01 490906530	ST. JOHN AMBULANCE ASS MT PEARL NL	\$ 113.04 049258	\$ 16.96 (e)	\$ 130.00
08/31	09/01 490906529	CPC / SCP 097829 ST JOHNS NL	\$ 107.36 051969	\$ 16.10 (e)	\$ 123.46
09/05	09/06 491571217	ST. JOHN AMBULANCE ASS MT PEARL NL	\$ 113.04 005918	\$ 16.96 (e)	\$ 130.00
09/13	09/14 492875437	STARLINK INTERNET HALIFAX NS	\$ 320.00 066762	\$ 48.00 (e)	\$ 368.00

**TOTAL CREDITS** xxxx-xxxx-xxxx-7456 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-7456 **\$ 1,190.46**

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

09/12	09/13 492651915	SMK SURVEYMONKEY CA VICTORIA BC	\$ 408.00 078631	\$ 61.20 (e)	\$ 469.20
09/18	09/20 493908966	TELUS MOBILITY SCARBOROUGH ON	\$ 579.06 053743	\$ 86.86 (e)	\$ 665.92

**TOTAL CREDITS** xxxx-xxxx-xxxx-3047 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-3047 **\$ 1,135.12**

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

08/29	08/30 490506703	BELBINS GROCERY SAINT JOHNS NL	\$ 113.99 021277	\$ 17.10 (e)	\$ 131.09
08/31	09/01 490906527	PROVINCE OF NL- ONLINE ST. JOHN'S NL	\$ 150.00 041343	\$ 22.50 (e)	\$ 172.50
08/31	09/01 490906528	GOVERNMENT SERVICES-WE ST-JOHN'S NL	\$ 304.35 087323	\$ 45.65 (e)	\$ 350.00
09/13	09/14 492876620	BELBINS GROCERY SAINT JOHNS NL	\$ 89.99 070376	\$ 13.50 (e)	\$ 103.49

09/15	09/18 493637832	SQ GOOD TO BE HOME CO LONG HARBOUR NL	\$ 400.00 058082	\$ 60.00 (e)	
09/15	09/18 493637833	GRECO ONLINE TRURO NS	\$ 75.97 018451	\$ 11.40 (e)	\$ 87.37
09/21	09/22 494475435	MAPLE PRINTING BRAMPTON ON	\$ 2,591.06 025458	\$ 336.84 (e)	\$ 2,927.90
09/22	09/25 494873764	AMZN MKTP CA TX7RN0H51 WWW.AMAZON.CA ON	\$ 20.99 034503	\$ 3.15	\$ 24.14

**TOTAL CREDITS** xxx-xxxx-xxxx-0293 **\$ 0.00**  
**TOTAL DEBITS** xxx-xxxx-xxxx-0293 **\$ 4,256.49**



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**CUSTOMER SERVICE:**

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

**BMO**

Telephone Inquiries: 1-855-825-9232

Lost/Stolen cards: 1-844-316-3760

Outside Canada and USA call collect: 514-881-3808

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

Internet: [bmo.com/treasuryandpayment](http://bmo.com/treasuryandpayment)

**Diners Club**

Telephone Inquiries: 1-800-363-3333

Lost/Stolen cards: 1-866-890-9552

Outside Canada and USA call collect: 1-514-881-3735

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

Internet: [dinersclubnorthamerica.com](http://dinersclubnorthamerica.com)




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**PAYMENT INFORMATION:**


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	<b>BMO</b>	<b>Diners Club</b>
<b>You can mail your payment to:</b>	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
<b>You may send your payment via overnight mail to:</b>	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
<b>IMPORTANT PAYMENT INFORMATION:</b>	For BMO accounts, please make your cheque or money order payable to: <b>BMO Bank of Montreal</b>	For Diners Club accounts, please make your cheque or money order payable to: <b>Diners Club</b>

**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 2023 - As of October 5, 2023**  
 (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	\$26,200	\$0	\$0	\$0	\$0							
LSDOF202	LSD of Marysvale	240	\$48,000	\$800	\$48,800	\$42,400	\$0	\$0	\$0	\$6,400							
TOWN0003	Town of Clarke's Beach	609	\$121,800	\$0	\$121,800	\$121,800	\$0	\$0	\$0	\$0							
TOWN301	Town of Come by Chance	118	\$23,600	\$0	\$23,600	\$23,600	\$0	\$0	\$0	\$0							
TOWN302	Town of Norman's Cove-Long Cove	333	\$66,600	\$0	\$66,600	\$59,940	\$0	\$0	\$0	\$6,660							
TOWN303	Town of Chapel Arm	253	\$50,600	\$0	\$50,600	\$45,540	\$0	\$0	\$0	\$5,060							
TOWN304	Town of Southern Harbour	184	\$36,800	\$0	\$36,800	\$33,120	\$0	\$0	\$0	\$3,680							
TOWN305	Town of Sunnyside	205	\$41,000	\$0	\$41,000	\$32,800	\$0	\$0	\$0	\$8,200							
TOWN502	Town of Chance Cove	148	\$29,600	\$0	\$29,600	\$23,680	\$0	\$0	\$0	\$5,920							
TOWN503	Town of Arnold's Cove	535	\$107,000	\$0	\$107,000	\$85,600	\$0	\$0	\$0	\$21,400							
TOWN0203	Town of Colliers	293	\$58,600	\$0	\$58,600	\$52,740	\$0	\$0	\$0	\$5,860							
TOWN0205	Town of Holyrood	1095	\$219,000	\$5,000	\$224,000	\$211,000	\$0	\$0	\$0	\$13,000							
TOWN0401	Town of Aquaforte	70	\$14,000	\$0	\$14,000	\$10,550	\$0	\$0	\$0	\$3,450							
TOWN0402	Town of Bay Bulls	633	\$126,600	\$20	\$126,620	\$101,296	\$0	\$0	\$0	\$25,324							
TOWN0403	Town of Cape Broyle	277	\$55,400	-\$83	\$55,317	\$44,254	\$0	\$0	\$0	\$11,063							
TOWN0404	Town of Fermeuse-Kingman's Cove	179	\$35,800	\$0	\$39,380	\$30,610	\$0	\$0	\$0	\$8,770							
TOWN0405	Town of Ferryland	272	\$54,400	\$0	\$54,400	\$40,800	\$0	\$0	\$0	\$13,600							
TOWN0407	Town of Renews-Cappahayden	234	\$46,800	\$0	\$46,800	\$39,487	\$0	\$0	\$0	\$7,313							
TOWN0408	Town of St. Shott's	50	\$10,000	\$0	\$10,000	\$7,500	\$0	\$0	\$0	\$2,500							
TOWN0410	Town of Witless Bay	744	\$148,800	\$0	\$148,800	\$111,600	\$0	\$0	\$0	\$37,200							
TOWN0411	Town of Portugal Cove South	92	\$18,400	\$0	\$18,400	\$14,200	\$0	\$0	\$0	\$4,200							
TOWN0504	Town of Long Harbour-Mount Arlington He	194	\$38,800	\$0	\$38,800	\$31,040	\$0	\$0	\$0	\$7,760							
TOWN0505	Town of Fox Harbour	134	\$26,800	\$0	\$26,800	\$21,440	\$0	\$0	\$0	\$5,360							
TOWN0507	Town of St. Bride's	139	\$27,800	\$0	\$27,800	\$20,850	\$0	\$0	\$0	\$6,950							
TOWN0508	Town of Point Lance	47	\$9,400	\$0	\$9,400	\$7,050	\$0	\$0	\$0	\$2,350							
TOWN0509	Town of Branch	161	\$32,200	\$0	\$32,200	\$27,200	\$0	\$0	\$0	\$5,000							
TOWN0510	Town of Mount Carmel-Mitchell's Brook-St	299	\$59,800	\$0	\$59,800	\$44,850	\$0	\$0	\$0	\$14,950							
TOWN0511	Town of St. Joseph's	107	\$21,400	\$0	\$21,400	\$16,050	\$0	\$0	\$0	\$5,350							
TOWN0512	Town of Admiral's Beach	82	\$16,400	\$0	\$16,400	\$14,760	\$0	\$0	\$0	\$1,640							
TOWN0514	Town of Colinet	75	\$15,000	\$0	\$15,000	\$6,000	\$0	\$0	\$0	\$9,000							
TOWN0601	Town of Whiteway	163	\$32,600	\$0	\$32,600	\$29,340	\$0	\$0	\$0	\$3,260							
TOWN0602	Town of Heart's Delight-Islington	464	\$92,800	\$0	\$92,800	\$83,520	\$0	\$0	\$0	\$9,280							
TOWN0603	Town of Heart's Desire	139	\$27,800	\$3,000	\$30,800	\$24,640	\$0	\$0	\$0	\$6,160							
TOWN0802	Town of Bay de Verde	221	\$44,200	\$14,056	\$58,256	\$36,156	\$0	\$0	\$0	\$22,100							
TOWN0804	Town of New Perlican	162	\$32,400	\$0	\$32,400	\$25,920	\$0	\$0	\$0	\$6,480							
TOWN0805	Town of Hant's Harbour	193	\$38,600	\$0	\$38,600	\$20,219	\$0	\$0	\$0	\$18,381							
TOWN0806	Town of Heart's Content	239	\$47,800	\$0	\$47,800	\$35,850	\$0	\$0	\$0	\$11,950							
TOWN0807	Town of Winterton	295	\$59,000	\$14,750	\$73,750	\$44,250	\$0	\$0	\$0	\$29,500							
<b>9809</b>		<b>\$</b>	<b>1,961,800</b>	<b>\$</b>	<b>37,543</b>	<b>\$</b>	<b>2,002,923</b>	<b>\$</b>	<b>1,647,852</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>355,071</b>

\* Each of the Towns with outstanding balances have been contacted.

**TOWNS ACTIVITY - INVOICED MONTHLY (Jan - Dec 2022)**

CustCode	Town/LSD	No. Properties	Prior Year Balance	Total Invoices 2023	Payments Received	Arrears	Over 30 Days Past Due	Over 60 Days Past Due	Outstanding Balance
TOWN0001	Town of Carbonear	2175	\$ -	\$ 161,851	\$ 91,472	\$ -	\$ -	\$ -	\$ 70,379

**2023 TOTAL OUTSTANDING INCORPORATED TOWNS \$ 425,450.00**

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

**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	<b>Pouch Cove Waste Collection Contract Extension – Amended September 13 2023</b>
<b>MEETING DATE:</b>	2023-10-25
<b>TO:</b>	<b>Board</b> /Finance & Audit/Strategy & Policy/Governance/ALL
<b>PREPARED BY:</b>	Christie Dean, Director Operations
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

On the initial brief note, staff recommended that the option for a one-year extension for waste collection services for the Pouch Cove contract beginning February 1, 2024 be exercised. However, following receipt of a letter from the contractor on September 13<sup>th</sup> expressing concerns with the continued viability and profitability of the contract, staff are now recommending that a change order be implemented for a 10% increase in the contract to ensure the continued viability and profitability of the contract.

**MOTION:**

**BE IT RESOLVED that the Finance & Audit Committee recommends that the Board issue a change order for a 10 percent increase in the contract value for waste collection services for the Pouch Cove contract beginning February 1, 2024 through January 31, 2025.**

**BACKGROUND/DISCUSSION:**

- The 36-month multi-stream waste collection services contract for Pouch Cove expires on January 31, 2024.
- The contract provides for two possible one-year extensions. To date, none of the possible extensions has been exercised.
- The Town has agreed to the extension.
- The Contractor had indicated they would prefer not to extend.
- The current contracted annual unit cost is \$106.20 plus HST.
- Providing an extension will assist the Board in maintaining its waste fee.
- Following communication to the contractor that the Board intended to extend the waste contract for Pouch Cove for one year rather than going to tender, a letter was

received outlining the contractor's concerns with the current agreement. Concerns include:

- Due to health concerns, the owner can no longer work as a compactor driver under this contract. This means hiring another compactor driver to complete the work.
- The rising costs of fuel, maintenance, labour, etc.
- The contractor is paid \$7,921 per month for the collection and transportation of waste.
- The contractor reports expenses at \$3,200 per month for fuel and \$3,800 per month for wages.
- These expenses do not include payroll taxes/remittances; additional costs for bulk collections; vehicle maintenance, etc.
- They report that wages will increase to \$4,000 per month once they hire another compactor driver.
- They report that the Pouch Cove contract after January 31, 2024 will no longer be profitable for them.
- It is not in the Board's best interest to have a contractor go bankrupt or to terminate a contract.
- Following receipt of the letter, staff are recommending that the Board consider one of the following options:
  - Issue a change order for the contract in the amount of 10% (as permitted under the Public Tender Act); OR
  - Issue a tender for waste services for Pouch Cove to begin on February 1, 2024.
- The 10% increase means an increase from \$7,921 to \$8,713 per month or a difference of \$792 per month. This equates to \$0.87/household/month or an additional \$10.40 per year per household. (Pouch Cove has 914 properties).
- Please note that staff have not discussed these options with the contractor. The contractor may not accept the 10% change order which would mean the Board would have to go to tender.

**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	<b>Fire and Emergency Services Agreement with Town of Ferryland</b>
<b>MEETING DATE:</b>	2023-10-25
<b>TO:</b>	<b>Board</b> / Finance & Audit / Strategy & Policy / Governance
<b>PREPARED BY:</b>	Craig Drover, Director Corporate Services
<b>REVIEWED BY:</b>	Craig Drover, Director Corporate Services
<b>APPROVED BY:</b>	Craig Drover, Director Corporate Services

**RECOMMENDED ACTION:**

This is an update to the agreement between the Board and the Town of Ferryland for the collection of Fire and Emergency Services Fees.

**MOTION:**

*No motion required*

**BACKGROUND/DISCUSSION**

- In the summer of 2020, the Town of Ferryland contacted ERSB to request the Board assist them with the collection of service fees for the provision of fire and emergency services to a neighboring local service district.
- As per the legislation, the Board’s Chair sent a letter dated February 26, 2021 to the Minister of Municipal Affairs and Environment requesting ministerial approval to provide this service.
- Ministerial approval was received in late March 2021.
- Following receipt of ministerial approval, staff worked with the Town to ensure they meet all requirements as outlined in the Agreement.
- The Town has recently asked for the removal of the LSDs from the Agreement because they are actually able to collect a higher amount of fees by directly billing the “Fire Committees” in Horse Chops, Calvert and Brigus South, as opposed to the ERSB billing the fee on identified properties only. The Agreement will still contain the towns of Cape Broyle and Aquaforte.

**ATTACHMENTS:**

n/a

**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	<b>Electrification of Waste Recovery Facilities</b>
<b>MEETING DATE:</b>	2023-10-25
<b>TO:</b>	<b>Board</b> / Finance & Audit / Strategy & Policy / Governance
<b>PREPARED BY:</b>	Christie Dean, Director Operations
<b>REVIEWED BY:</b>	Christie Dean, Director Operations
<b>APPROVED BY:</b>	Christie Dean, Director Operations

**RECOMMENDED ACTION:**

- For information only

**MOTION:**

N/A

**BACKGROUND/DISCUSSION**

- Staff have been working on the process to bring electricity to the waste recovery facilities that remain open over winter. This includes all facilities except Old Perlican, Sunnyside, Cavendish, and Bell Island.
- The electrification of the waste recovery facilities has become necessary following an OH&S order from the spring of 2023 when it was determined that the propane heaters that were historically used in the Site Attendants huts are no longer suitable for use in Canada.
- Without an acceptable area for staff to warm up, these facilities cannot operate once the windchill reaches minus 7 degrees Celsius. Therefore, it is important to bring electricity to these facilities so that they may remain operational over winter.
- Below is an update on the process for each site:
  - Bay Bulls:
    - Newfoundland Power has confirmed that there will be no cost for them to bring electricity to the site; however, their technician did indicate that the easement cost of \$900 will be charged to the Board.
    - An Electrician has been added to the NL Power Work Order and begun the associated paperwork.
    - Newfoundland Power will begin the easement work.

- Placentia:
  - Newfoundland Power has confirmed the cost at approximately \$7,325 including HST. This cost does not include any easements that may be required (\$450 per easement) or any tree trimming that may be required (\$4.75 per meter).
  - Three quotes from electricians have been obtained. No electrician has been added as the property ownership is still under review by NL Power.
  - Easement agreement: Newfoundland Power is still deciding. Newfoundland Power has reported that "I have the survey back but it didn't have any property titles listed, none registered that was found. So I am trying to find out from the Town of Placentia if it is owned by them or Crown Land and what the road ROW for the access road is. If this is Crown Land it could take up to 18months for an easement but if we can use the ROW we may not need the easement."
- St. Joseph's:
  - Newfoundland Power has confirmed that there will be no cost for them to bring electricity to the site.
  - Easement agreement: Not needed as electricity will run from an existing pole.
  - An Electrician has been added to the NL Power Work.
- Renews-Cappahayden:
  - Newfoundland Power will be handling the crown land application process for proposed pole line.
  - Based on distance, staff estimates \$8,500 should be adequate. This cost does not include easements that may be needed (\$450 each) or any tree trimming that may be needed (\$4.75 per meter).
  - An Electrician has been added to the NL Power Work.
- Harbour Grace:
  - Newfoundland Power has confirmed verbally that there will be no cost to bring electricity to the site; however, we await written confirmation of same.
  - Easement agreement: Newfoundland Power has communicated verbally that none is needed; awaiting written confirmation. One pole must be installed on site.
  - An Electrician has been added to the NL Power Work.
- Whitbourne:
  - Electrician said that because power is available at the site (the Board's depot has electricity), there should be no issue with running the electricity from the existing poles.
  - Cost estimated at less than \$2,500.00 for electrician.

**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	<b>Bell Island and Cavendish WASTE RECOVERY FACILITIES – Winter Closure 2023-2024</b>
<b>MEETING DATE:</b>	2023-10-25
<b>TO:</b>	<b>Board</b> / Finance & Audit / Strategy & Policy / Governance
<b>PREPARED BY:</b>	Christie Dean, Director of Operations
<b>REVIEWED BY:</b>	Christie Dean, Director of Operations
<b>APPROVED BY:</b>	Christie Dean, Director of Operations

**RECOMMENDED ACTION:**

It is recommended that the ERSB close the Bell Island and Cavendish Waste Recovery Facilities over the winter months. Date of closure would be from Monday, December 17, 2023, to re-opening on Saturday, April 2, 2024. Closures would be communicated by site signage, a letter being sent to the potentially impacted communities, as well as ads in the local newspapers.

**MOTION:**

*BE IT RESOLVED that the Strategy & Policy Committee recommend that ERSB close the Bell Island and Cavendish Waste Recovery Facilities over the winter months from Monday, December 17, 2023, to re-open on Saturday, April 2, 2024.*

**BACKGROUND:**

**Bell Island Waste Recovery Facility –**

Historically, the Bell Island Waste Recovery Facility (WRF) has very low winter usage. The Site opened in February of 2021 but was closed several weeks in the winter of 2021 due to COVID 19. In 2021 for the months of February and March there were 25 visits. In December 2021 through the end of March 2022 there were 122 visits.

In the winter of 2021 to 2022 the average number of visits for December through March was 30 visits per month. The 2021 – 2022 cost of staff at the site equates to \$35.00 per customer visit.

Another consideration for the Bell Island WRF is the cost of snow clearing at the facility. The 2021 – 2022 cost of snow clearing equates to an added \$39.26 (plus HST) per customer visit during the winter months.

- These costs do not include the any costs to maintain the road to the facility; the cost to maintain the waste recovery site; the cost to remove waste from the facility; administration cost for the facility; etc.

### **Cavendish Waste Recovery Facility -**

Historically, the Cavendish WRF has low winter usage. In the 4 months of winter 2021 to 2022 the average number of visits for December through March was 127 visits per month. The 2021 – 2022 cost of staff at the site equates to \$34.70 per customer visit.

Another consideration for the Cavendish WRF is the cost of snow clearing at the facility. The 2022 – 2023 snow clearing tender value equates to an added \$38.14 (plus HST) per customer visit during the winter months.

- These costs do not include any cost to maintain the road to the facility; the cost to maintain the waste recovery site; the cost to remove waste from the facility; administration cost for the facility; etc.

**Bell Island and Cavendish Waste Recovery Facilities** – the noted costs are not sustainable or fiscally responsible.

Community Name: Admiral's Beach

Water Supply: 2 Well Fields

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residuals tested on a daily basis?

Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: E1

If yes, describe plan to address BWA: Trying to get Cl residuals

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: Choose an item.

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: [Click or tap here to enter text.](#)

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:

Operational Monitoring Plan  Standard Operating Procedures  Maintenance Assurance Manual  
 Emergency Plan  Preventative Maintenance Programs

If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)

9. Select which of the following maintenance activities have been conducted during the last quarter?

Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

bo

10. Number of days you visited the community during the last quarter? [Choose an item.](#)
11. Provide a summary of meetings or training held in the community during the last quarter: No contact this quarter.
12. Other comments? [Click or tap here to enter text.](#)

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Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name: **Aquaforte**

Water Supply: **Davies Pond**

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residuals tested on a daily basis?  
 Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				0.42
Minimum				0.05
Maximum				1.15

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: [Choose an item.](#)

If yes, describe plan to address BWA: [Click or tap here to enter text.](#)

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: [Choose an item.](#)

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: [Click or tap here to enter text.](#)

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
1,994	2,950	USG per day

8. Select which of the following O&M Programs have been developed:

- Operational Monitoring Plan   
 Standard Operating Procedures   
 Maintenance Assurance Manual  
 Emergency Plan   
 Preventative Maintenance Programs

If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)

9. Select which of the following maintenance activities have been conducted during the last quarter?

- Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. [Click or tap here to enter text.](#)
12. Other comments? [Click or tap here to enter text.](#)

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Regional Operator Name: Ken Rollings  
Date: 6/30/2023

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Community Name: Fermeuse

1. Number of public wastewater outfalls? 1
2. Are any of the outfalls discharging >100 m<sup>3</sup>/day?  Yes  No don't monitor flow, 41 services  
If yes, are they registered under the *Wastewater Systems Effluent Regulations*?  Yes  No

3. Provide the following information for the last quarter (if available):

Outfall ID	Average Flow	Peak Flow	Unit of Measurement (i.e. m <sup>3</sup> /day, USGPM)

4. Number of lift stations? 0
5. Number of wastewater treatment plants? (include septic tanks) Choose an item.
6. Select any adverse events that may have occurred in the wastewater system during the past quarter  
 Lift Station Overflow  Leaks  Blockages  
 Equipment Malfunction  Odour Complaints  
 Other (provide details) [Click or tap here to enter text.](#)
7. Does the wastewater collection system have inflow/infiltration issues?  
 Yes  No
8. Select any maintenance activities that been undertaken on the wastewater system in the last quarter.  
 Inspection of lift station  Hand rodding to clear a blockage  
 Flushing  Septic tank clean-out  
 Other (provide details) [Click or tap here to enter text.](#)
9. Note any required upgrades for the wastewater system: no problems

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

Community Name: Fermeuse

Water Supply: Bear Cove Pond

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residual tested on a daily basis?

Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: Choose an item.

If yes, describe plan to address BWA: Click or tap here to enter text.

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: Choose an item.

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: Click or tap here to enter text.

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:

Operational Monitoring Plan  Standard Operating Procedures  Maintenance Assurance Manual  
 Emergency Plan  Preventative Maintenance Programs

If not all are selected when will the remaining be completed? Click or tap here to enter text.

9. Select which of the following maintenance activities have been conducted during the last quarter?

Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. Talked to Mayor regarding the submission of Chlorine residuals for the program.
12. Other comments? [Click or tap here to enter text.](#)

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name:      Ferryland

1. Number of public wastewater outfalls? 1
2. Are any of the outfalls discharging >100 m<sup>3</sup>/day?       Yes       No don't monitor flow, about 22 services  
If yes, are they registered under the *Wastewater Systems Effluent Regulations*?       Yes       No

3. Provide the following information for the last quarter (if available):

Outfall ID	Average Flow	Peak Flow	Unit of Measurement (i.e. m <sup>3</sup> /day, USGPM)

4. Number of lift stations? 0
5. Number of wastewater treatment plants? (include septic tanks) Choose an item.
6. Select any adverse events that may have occurred in the wastewater system during the past quarter  
 Lift Station Overflow       Leaks       Blockages  
 Equipment Malfunction       Odour Complaints  
 Other (provide details) [Click or tap here to enter text.](#)
7. Does the wastewater collection system have inflow/infiltration issues?  
 Yes       No
8. Select any maintenance activities that been undertaken on the wastewater system in the last quarter.  
 Inspection of lift station       Hand rodding to clear a blockage  
 Flushing       Septic tank clean-out  
 Other (provide details) [Click or tap here to enter text.](#)
9. Note any required upgrades for the wastewater system: no problems

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

Community Name: **Ferryland**

Water Supply: **Deep Cove Pond**

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residuals tested on a daily basis?  
 Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: [Choose an item.](#)

If yes, describe plan to address BWA: [Click or tap here to enter text.](#)

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: [Choose an item.](#)

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: [Click or tap here to enter text.](#)

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per min

8. Select which of the following O&M Programs have been developed:

- Operational Monitoring Plan   
 Standard Operating Procedures   
 Maintenance Assurance Manual  
 Emergency Plan   
 Preventative Maintenance Programs

If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)

9. Select which of the following maintenance activities have been conducted during the last quarter?

- Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter.
12. Other comments?.

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name:      Gaskiers – Point La Haye      Water Supply: Big Hare Hill Pond

1. Is the disinfection system operational?       Yes       No
2. Are chlorine residuals tested on a daily basis?  
 Yes       No       Free Chlorine Only       Total Chlorine Only

3. Provide the following information for the last quarter: values for 2 dates only

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?       Yes       No  
If yes, select reason code:      C1  
If yes, describe plan to address BWA:      Trying to get a face to face meeting
5. Is the BWA reason code accurate?       Yes       No  
If no, select the accurate reason code:      Choose an item.
6. Are there other water quality issues?       Yes       No  
If yes, describe the issues and the plan to address them:      Click or tap here to enter text.

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:  
 Operational Monitoring Plan       Standard Operating Procedures       Maintenance Assurance Manual  
 Emergency Plan       Preventative Maintenance Programs  
If not all are selected when will the remaining be completed?      Click or tap here to enter text.
9. Select which of the following maintenance activities have been conducted during the last quarter?  
 Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter.
12. Other comments?

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name:      Georgetown  
groundwater supply

Water Supply: Third Pond and smaller

1. Is the disinfection system operational?       Yes       No
2. Are chlorine residuals tested on a daily basis?  
 Yes       No       Free Chlorine Only       Total Chlorine Only

3. Provide the following information for the last quarter.

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?       Yes       No  
 If yes, select reason code:      Choose an item.  
 If yes, describe plan to address BWA:
5. Is the BWA reason code accurate?       Yes       No  
 If no, select the accurate reason code:      Choose an item.
6. Are there other water quality issues?       Yes       No  
 If yes, describe the issues and the plan to address them:      [Click or tap here to enter text.](#)

7. Provide the following information for the last quarter: Surface water supply.

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:  
 Operational Monitoring Plan       Standard Operating Procedures       Maintenance Assurance Manual  
 Emergency Plan       Preventative Maintenance Programs  
 If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)
9. Select which of the following maintenance activities have been conducted during the last quarter?  
 Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. No contact this quarter.
12. Other comments? [Click or tap here to enter text.](#)

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name:      Goobies

Water Supply: Water Pond

1. Is the disinfection system operational?       Yes       No

2. Are chlorine residual tested on a daily basis?  
 Yes       No       Free Chlorine Only       Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?       Yes       No

If yes, select reason code:      F3

If yes, describe plan to address BWA:      Operator resigned. Chair of LSD is not engaged.

5. Is the BWA reason code accurate?       Yes       No

If no, select the accurate reason code:      E1

6. Are there other water quality issues?       Yes       No

If yes, describe the issues and the plan to address them:      [Click or tap here to enter text.](#)

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)

8. Select which of the following O&M Programs have been developed:

Operational Monitoring Plan       Standard Operating Procedures       Maintenance Assurance Manual

Emergency Plan       Preventative Maintenance Programs

If not all are selected when will the remaining be completed?      [Click or tap here to enter text.](#)

9. Select which of the following maintenance activities have been conducted during the last quarter?

Distribution System Flushing

Leak Detection

Hydrant Inspection and Exercising

Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter: No contact this quarter.
12. Other comments? [Click or tap here to enter text.](#)

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name: Marysvale

Water Supply: Drilled

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residual tested on a daily basis?

Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: E1

If yes, describe plan to address BWA: The BWA could be lifted, however there is a Manganese exceedance.

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: Choose an item.

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: There was a manganese exceedance. The town was referred to the Contaminants Study Program.

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:

Operational Monitoring Plan  Standard Operating Procedures  Maintenance Assurance Manual  
 Emergency Plan  Preventative Maintenance Programs

If not all are selected when will the remaining be completed?

9. Select which of the following maintenance activities have been conducted during the last quarter?

Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. The final report of the Contaminants Study Program is due in 2023.
12. Other comments? The Boil Water Advisory could be lifted, however there remains a manganese exceedance.

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

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Community Name: North Harbour  
(85 people) 2. Communal Well (5 people)

Water Supply: 1. Grandfather's Pond

1. Is the disinfection system operational?  Yes  No Grandfather's Pond

2. Are chlorine residual tested on a daily basis?  
 Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter: May and Jun data. Data is scarce at the end of the line.

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	1.79		0.10	
Minimum	0.98		0.03	
Maximum	2.20		0.20	

4. Is this system currently on a BWA?  Yes  No  
 If yes, select reason code: E2  
 If yes, describe plan to address BWA: It's in the process at Service NL.

5. Is the BWA reason code accurate?  Yes  No  
 If no, select the accurate reason code: Choose an item.

6. Are there other water quality issues?  Yes  No  
 If yes, describe the issues and the plan to address them: Turbidity.

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)

8. Select which of the following O&M Programs have been developed:  
 Operational Monitoring Plan  Standard Operating Procedures  Maintenance Assurance Manual  
 Emergency Plan  Preventative Maintenance Programs  
 If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)

9. Select which of the following maintenance activities have been conducted during the last quarter?  
 Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. The former operator has resumed recording free Chlorine residuals. Data was sent for April and May and the readings are acceptable. I touched base with the Chair of the LSD to explain the procedure for BWA removal.
12. Other comments?

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name: O'Donnell's

Water Supply: Well Field

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residuals tested on a daily basis?  
 Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: E1

If yes, describe plan to address BWA: increase Chlorine dose

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: Choose an item.

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: [Click or tap here to enter text.](#)

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:

- Operational Monitoring Plan   
  Standard Operating Procedures   
  Maintenance Assurance Manual  
 Emergency Plan   
  Preventative Maintenance Programs

If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)

9. Select which of the following maintenance activities have been conducted during the last quarter?

- Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

10. Number of days you visited the community during the last quarter? [Choose an item.](#)



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

11. Provide a summary of meetings or training held in the community during the last quarter. No contact this quarter.
  
12. Other comments? [Click or tap here to enter text.](#)

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name: Portugal Cove South

Water Supply: Wrights Brook

1. Is the disinfection system operational?       Yes       No
2. Are chlorine residual tested on a daily basis?  
 Yes       No       Free Chlorine Only       Total Chlorine Only

3. Provide the following information for the last quarter: no data

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?       Yes       No  
 If yes, select reason code: E1  
 If yes, describe plan to address BWA: increase chlorine dose
5. Is the BWA reason code accurate?       Yes       No  
 If no, select the accurate reason code: Choose an item.
6. Are there other water quality issues?       Yes       No  
 If yes, describe the issues and the plan to address them: Turbidity

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:  
 Operational Monitoring Plan       Standard Operating Procedures       Maintenance Assurance Manual  
 Emergency Plan       Preventative Maintenance Programs  
 If not all are selected when will the remaining be completed? When BWA lifted
9. Select which of the following maintenance activities have been conducted during the last quarter?  
 Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. Called operator. Discussed situation. PCS is now experiencing low water pressure. A consultant was engaged. Requested CI residual data. None were received.
12. Other comments? [Click or tap here to enter text.](#)

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name:      Renew-Cappahayden

Water Supply: #1 Dinn's Well

1. Is the disinfection system operational?       Yes       No
2. Are chlorine residual tested on a daily basis?  
 Yes       No       Free Chlorine Only       Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?       Yes       No  
 If yes, select reason code:      Choose an item.  
 If yes, describe plan to address BWA:      Click or tap here to enter text.
5. Is the BWA reason code accurate?       Yes       No  
 If no, select the accurate reason code:      Choose an item.

6. Are there other water quality issues?       Yes       No  
 If yes, describe the issues and the plan to address them:      Click or tap here to enter text.

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:  
 Operational Monitoring Plan       Standard Operating Procedures       Maintenance Assurance Manual  
 Emergency Plan       Preventative Maintenance Programs  
 If not all are selected when will the remaining be completed?      Click or tap here to enter text.
9. Select which of the following maintenance activities have been conducted during the last quarter?  
 Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

10. Number of days you visited the community during the last quarter? 1
11. Provide a summary of meetings or training held in the community during the last quarter. Dropped off 2 well sampling kits for private wells to Mayor. All is well in the public system. Chlorine residuals were requested but not received.
12. Other comments? [Click or tap here to enter text.](#)

---

Regional Operator Name: Ken Rollings

Date: 6/30/2023

---

Community Name: Riverhead

Water Supply: Well Field

1. Is the disinfection system operational?       Yes       No
2. Are chlorine residuals tested on a daily basis?  
 Yes       No       Free Chlorine Only       Total Chlorine Only

3. Provide the following information for the last quarter: May only.

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	1.19		0.45	
Minimum	0.98		0.20	
Maximum	1.33		0.82	

4. Is this system currently on a BWA?       Yes       No  
 If yes, select reason code: Choose an item.  
 If yes, describe plan to address BWA:
5. Is the BWA reason code accurate?       Yes       No  
 If no, select the accurate reason code: Choose an item.
6. Are there other water quality issues?       Yes       No  
 If yes, describe the issues and the plan to address them: [Click or tap here to enter text.](#)

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:  
 Operational Monitoring Plan       Standard Operating Procedures       Maintenance Assurance Manual  
 Emergency Plan       Preventative Maintenance Programs  
 If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)
9. Select which of the following maintenance activities have been conducted during the last quarter?  
 Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. No problems in this community.
12. Other comments? [Click or tap here to enter text.](#)

---

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name: St. Joseph's

Water Supply: Drilled

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residuals tested on a daily basis?  
 Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: A

If yes, describe plan to address BWA: encourage town to get Chlorination pump

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: Choose an item.

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: Recent Arsenic exceedance, Contaminants Study Program

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:

- Operational Monitoring Plan   
 Standard Operating Procedures   
 Maintenance Assurance Manual  
 Emergency Plan   
 Preventative Maintenance Programs

If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)

9. Select which of the following maintenance activities have been conducted during the last quarter?

- Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. No contact this quarter.
12. Other comments?

---

Regional Operator Name: Ken Rollings  
Date: 3/31/2023

---

Community Name: St. Mary's

- Number of public wastewater outfalls? 1
- Are any of the outfalls discharging >100 m<sup>3</sup>/day?  Yes  No don't monitor flow, about 100 services  
If yes, are they registered under the *Wastewater Systems Effluent Regulations*?  Yes  No

3. Provide the following information for the last quarter (if available):

Outfall ID	Average Flow	Peak Flow	Unit of Measurement (i.e. m <sup>3</sup> /day, USGPM)

- Number of lift stations? 1
- Number of wastewater treatment plants? (include septic tanks) Choose an item.
- Select any adverse events that may have occurred in the wastewater system during the past quarter  
 Lift Station Overflow  Leaks  Blockages  
 Equipment Malfunction  Odour Complaints  
 Other (provide details) [Click or tap here to enter text.](#)
- Does the wastewater collection system have inflow/infiltration issues?  
 Yes  No
- Select any maintenance activities that been undertaken on the wastewater system in the last quarter.  
 Inspection of lift station  Hand rodding to clear a blockage  
 Flushing  Septic tank clean-out  
 Other (provide details) [Click or tap here to enter text.](#)
- Note any required upgrades for the wastewater system: [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings  
Date: 6/30/2023

Community Name: St. Mary's

Water Supply: Wellfield

1. Is the disinfection system operational?  Yes  No
2. Are chlorine residuals tested on a daily basis?  
 Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter: no data this quarter

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No  
 If yes, select reason code: E1  
 If yes, describe plan to address BWA: more testing
5. Is the BWA reason code accurate?  Yes  No  
 If no, select the accurate reason code: Choose an item.
6. Are there other water quality issues?  Yes  No  
 If yes, describe the issues and the plan to address them: well yield is low

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)

8. Select which of the following O&M Programs have been developed:  
 Operational Monitoring Plan  Standard Operating Procedures  Maintenance Assurance Manual  
 Emergency Plan  Preventative Maintenance Programs  
 If not all are selected when will the remaining be completed? [Click or tap here to enter text.](#)
9. Select which of the following maintenance activities have been conducted during the last quarter?  
 Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. Operator's phone answering machine is full. Sent detailed email – no response.
12. Other comments? [Click or tap here to enter text.](#)

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Regional Operator Name: Ken Rollings  
Date: 6/30/2023

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Community Name: St. Shotts

Water Supply: Unnamed Pond

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residuals tested on a daily basis?

Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter: Apr and May only

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	0.72	0.83	0.48	0.55
Minimum	0.34	0.39	0.09	0.17
Maximum	1.16	1.28	0.99	1.05

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code:

If yes, describe plan to address BWA: [Click or tap here to enter text.](#)

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: [Choose an item.](#)

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: colour during heavy rainfall, GAC

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
		USG per day

8. Select which of the following O&M Programs have been developed:

Operational Monitoring Plan  Standard Operating Procedures  Maintenance Assurance Manual  
 Emergency Plan  Preventative Maintenance Programs

If not all are selected when will the remaining be completed? As soon as possible

9. Select which of the following maintenance activities have been conducted during the last quarter?

Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising



Regional Water/Wastewater Operator Program  
Quarterly Report  
Drinking Water System

10. Number of days you visited the community during the last quarter? Choose an item.
11. Provide a summary of meetings or training held in the community during the last quarter. Chlorine residuals are good. I'm wondering why they are listed on the BWA list.
12. Other comments? [Click or tap here to enter text.](#)

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Regional Operator Name: Ken Rollings  
Date: 6/30/2023

---

Community Name: Swift Current

Water Supply: Drilled Well

1. Is the disinfection system operational?  Yes  No

2. Are chlorine residuals tested on a daily basis?

Yes  No  Free Chlorine Only  Total Chlorine Only

3. Provide the following information for the last quarter: Operator resigned

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				
Minimum				
Maximum				

4. Is this system currently on a BWA?  Yes  No

If yes, select reason code: E1

If yes, describe plan to address BWA: See below.

5. Is the BWA reason code accurate?  Yes  No

If no, select the accurate reason code: Choose an item.

6. Are there other water quality issues?  Yes  No

If yes, describe the issues and the plan to address them: iron and manganese, ion exchange

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)

8. Select which of the following O&M Programs have been developed:

Operational Monitoring Plan  Standard Operating Procedures  Maintenance Assurance Manual  
 Emergency Plan  Preventative Maintenance Programs

If not all are selected when will the remaining be completed? As soon as possible

9. Select which of the following maintenance activities have been conducted during the last quarter?

Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

10. Number of days you visited the community during the last quarter? 1
11. Provide a summary of meetings or training held in the community during the last quarter. The LSD applied for capital funding. No word yet on approval. 30 Private well testing kits were left with Bill Scott who distributed them to residents. Met with new chair of LSD, Kirk Barrington, Operator, Shawn Butt, and resident, Bill Scott.
12. Other comments?

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Regional Operator Name: Ken Rollings  
Date: 6/30/2023

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Community Name:      Trepassey

1. Number of public wastewater outfalls? 1

2. Are any of the outfalls discharging >100 m<sup>3</sup>/day?       Yes       No don't monitor flow, about 250 services

If yes, are they registered under the *Wastewater Systems Effluent Regulations*?       Yes       No

3. Provide the following information for the last quarter (if available):

Outfall ID	Average Flow	Peak Flow	Unit of Measurement (i.e. m <sup>3</sup> /day, USGPM)

4. Number of lift stations? 3

5. Number of wastewater treatment plants? (include septic tanks) 2

2 septic tanks serve 5 homes

6. Select any adverse events that may have occurred in the wastewater system during the past quarter

Lift Station Overflow       Leaks       Blockages

Equipment Malfunction       Odour Complaints

Other (provide details) [Click or tap here to enter text.](#)

7. Does the wastewater collection system have inflow/infiltration issues?

Yes       No

8. Select any maintenance activities that been undertaken on the wastewater system in the last quarter.

Inspection of lift station       Hand rodding to clear a blockage

Flushing       Septic tank clean-out

Other (provide details) [Click or tap here to enter text.](#)

9. Note any required upgrades for the wastewater system

Regional Operator Name: Ken Rollings

Date: 6/30/2023

Community Name:      Trepassey

Water Supply: Miller's Pond, Broom Cove Pond

1. Is the disinfection system operational?       Yes       No

2. Are chlorine residuals tested on a daily basis?  
 Yes       No       Free Chlorine Only       Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 <sup>st</sup> User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	3.22	3.70	0.20	0.23
Minimum	1.40	1.90	0.00	0.04
Maximum	4.10	4.90	1.92	2.00

4. Is this system currently on a BWA?       Yes       No

If yes, select reason code:      E1

If yes, describe plan to address BWA:      Increase Cl dose

5. Is the BWA reason code accurate?       Yes       No

If no, select the accurate reason code:      E2

6. Are there other water quality issues?       Yes       No

If yes, describe the issues and the plan to address them:      Turbidity

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m <sup>3</sup> /day)
242,349	362,900	USG per day

8. Select which of the following O&M Programs have been developed:

- Operational Monitoring Plan       Standard Operating Procedures       Maintenance Assurance Manual  
 Emergency Plan       Preventative Maintenance Programs

If not all are selected when will the remaining be completed? After some other items get ironed out

9. Select which of the following maintenance activities have been conducted during the last quarter?

- Distribution System Flushing  
 Leak Detection  
 Hydrant Inspection and Exercising  
 Valve Inspection and Exercising

10. Number of days you visited the community during the last quarter? Choose an item.

11. Provide a summary of meetings or training held in the community during the last quarter. Chlorine residuals were barely adequate at the end of the line. No word yet from the town or consultant a comprehensive program to deal with the Chlorine Residual problem as well as the high turbidity.
  
12. Other comments?

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Regional Operator Name: Ken Rollings  
Date: 6/30/2023

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**EASTERN REGIONAL SERVICE BOARD**

**BRIEFING NOTE / REPORT**

<b>TITLE:</b>	<b>Joint Councils Update</b>
<b>MEETING DATE:</b>	2023-10-25
<b>TO:</b>	<b>Board</b> / Finance & Audit / Strategy & Policy / Governance
<b>PREPARED BY:</b>	Holly Power, Board Clerk and Outreach Coordinator
<b>REVIEWED BY:</b>	Lynn Tucker, Chief Administrative Officer
<b>APPROVED BY:</b>	Lynn Tucker, Chief Administrative Officer

**RECOMMENDED ACTION:**

No recommended action. For information purposes only.

**MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

- The Southern Shore Joint Council (SSJC) was scheduled to take place on Thursday, October 5<sup>th</sup>; However, this meeting did not proceed due to lack of quorum.
- The next SSJC meeting is scheduled for Thursday, November 2<sup>nd</sup> and will take place at the Town Hall in Ferryland.
- The Conception Bay North Joint Council (JCCBN) held a very successful meeting in the Town of Clarke’s Beach on Thursday, September 28<sup>th</sup>. The JCCBN continues to discuss the need for a Mental Health Mobile Crisis Unit for the region, as well as Physician recruitment and retention.
- The group welcomed presentations from the RCMP, MHA Helen Conway-Ottenheimer, and MNL during this meeting.
- The JCCBN is scheduled to meet again on Thursday, November 30<sup>th</sup> in the Town of Carbonear.
- The Northeast Avalon Joint Council (NEAJC) continues to meet on the second Wednesday of every month; however, due to unforeseen circumstances, the October 4<sup>th</sup> meeting was cancelled.
- The NEAJC is surveying for quorum on Thursday, November 2<sup>nd</sup> at Noon.
- The Sounds Joint Council (TSJC) meeting was cancelled for Monday, October 16<sup>th</sup> due to adverse weather conditions.
- The next meeting of TSJC will take place in the Town of Clarendville on Monday, December 4<sup>th</sup>.

- The Board Clerk and the Board Director for the Southwest Avalon area, Deputy Mayor Kevin McDonald, continues to work towards establishing Joint Councils in the areas of the Cape Shore and St. Mary's Bay.
- 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.

VICTORIA DICKENSON  
VICTORIA.DICKENSON@GMAIL.COM

September 28, 2023

ATTN: Nathan Ryan  
Director, Eastern Regional Service Board  
Southern Shore

E-mail: [info@ersbnl.ca](mailto:info@ersbnl.ca).

Dear Mr Ryan,

I would like to bring to your attention a significant issue for many residents on the Southern Shore: the availability of **safe and clean drinking water**.

As a seasonal resident of Trepassey for the last 22 years, I have never had the opportunity to drink clean water from the municipal water supply. The most recent Boil Water Advisory has been in place since 2018. In your capacity as a member of the Eastern Regional Service Board, you are undoubtedly aware that the Town Council has been seeking action on this issue for some time, and has recently engaged a consulting firm to deliver a report on what can be done to provide clean drinking water for all residents.

While the resident population of Trepassey has declined in recent years, the seasonal population has grown. If Newfoundland and Labrador communities are to continue to attract new permanent and seasonal residents, government at all levels must work together to provide essential and expected services - good roads, adequate ICT connection, and drinkable water. Progress has been made on roads and internet access. As a citizen and taxpayer, I urge you to work with colleagues in the provincial and federal governments and the Trepassey Town Council to ensure that resources are provided to make Clean Drinking Water available now in the Town of Trepassey. We deserve it.

Sincerely yours,



Victoria Dickenson, PhD, FCMA, FLS

October 4, 2023

Victoria Dickenson  
Trepassey, NL  
By Email: [victoria.dickenson@gmail.com](mailto:victoria.dickenson@gmail.com)

Dear Victoria,

Thank you for your letter to Director Nathan Ryan dated September 28, 2023 regarding safe and cleaning drinking water for the Town of Trepassey. Mr. Ryan asked me to address your enquiry.

The Eastern Regional Service Board (the Board) has had a full-time Regional Water/Wastewater Technician on staff since 2015 when the provincial government implemented the Regional Water/Wastewater Operator pilot program. The Province continues to fund this program that was designed to build local capacity and knowledge for the delivery of water services. This technician works with communities in a consultative manner to achieve the objectives for the program which are: (1) Improve drinking water quality, (2) Improve wastewater monitoring and treatment, (3) Improve preventative maintenance and record keeping, (4) Provide an extra resource for small communities, (5) Reduce the amount of boil water advisories.

The Board's water technician provides this consultative service at no charge to communities. This includes Trepassey who he has been assisting since 2017 to address its water issues. Unfortunately, Trepassey remains under a boil-water advisory, and the latest reports note there is high turbidity in the town's water as well.

We are pleased to hear that the town has engaged a consulting firm to deliver a report on what can be done to provide clean drinking water for all residents.

In 2021, the Regional Water/Wastewater Technician completed a sustainability study that proposed hiring four water technicians to be used on a shared basis by all the Southern Shore communities. These water technicians would be available 7 days a week and they would be certified professionals as opposed to relying on volunteers. The cost per household in 2021 was estimated at \$250 annually for this service. Unfortunately, while this proposal met with initial enthusiasm in several communities, the communities rejected the proposal in the end as too expensive.

.../2

Victoria Dickenson

By Email: [victoria.dickenson@gmail.com](mailto:victoria.dickenson@gmail.com)

Page 2

October 4, 2023

While we agree that access to clean and safe drinking water is essential, residents must be willing to pay for it.

The Board's water technician continues to assist Trepassey, and he will continue to do so. The work performed by the regional water technician is a tremendous asset for our communities in the Eastern region. Since he began in 2015, five communities have lifted their boil water advisories.

We encourage you to continue to work with your Town Council regarding access to clean and safe drinking water for the Town of Trepassey.

I hope the information provided in this letter is beneficial to you. If you have any further questions or concerns, please do not hesitate to contact the Board again.

Sincerely,

EASTERN REGIONAL SERVICE BOARD



Lynn Tucker

Chief Administrative Officer

- c Nathan Ryan, Director, Southern Shore Area, Eastern Regional Service Board
- Stephen Tessier, Chair, Eastern Regional Service Board
- Rita Pennell, Mayor, Town of Trepassey, ([townoftrepassey2@hotmail.com](mailto:townoftrepassey2@hotmail.com))

### **Upcoming Meetings**

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

- a) The next meeting of the Board of Directors will take place on Wednesday, November 29, 2023, at 7:00 p.m., at the Holiday Inn Express at 5 Navigator Avenue in St. John's. This meeting will have a hybrid format.
- b) The next meeting of the Finance & Audit Committee will take place on Thursday, November 16, 2023, at 12:30 p.m., format to be determined.
- c) The next meeting of the Strategy & Policy Committee will take place on Wednesday, November 15, 2023, at 1:30 p.m., format to be determined.
- d) The next meeting of the Governance Committee will take place on Wednesday, November 22, 2023, at 10:30 a.m., format to be determined.