

**BOARD OF DIRECTORS MEETING
MINUTES**

Meeting #98

Wednesday, May 25, 2022, 7:00 p.m.

BROADCASTED LIVE – VIDEOCONFERENCE

In Attendance: Chairperson Harold Mullooney
Councillor Glenn Clarke
Councillor Sandy Hickman
Deputy Mayor Kevin McDonald
Deputy Mayor Rod Delaney
Councillor Ian Froude
Councillor Bill Antle
LSD Chairperson Wesley Drodge
Mayor Mark Vardy
Mayor Hilda Whelan
Councillor Ophelia Ravencroft
Councillor Larry Vaters
Councillor Nathan Ryan
Councillor Carl Ridgeley
Councillor Ron Ellsworth
Councillor Jamie Korab

Regrets: Mayor Danny Breen
Councillor Maggie Burton
Councillor Gerard Tilley
Councillor Jill Bruce
Deputy Mayor Sheilagh O’Leary

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

1. **Call to Order**

Mr. Mullooney, Chairperson, called the meeting to order at 7:01 p.m.

2. **Adoption of Agenda**

The agenda was tabled for approval.

MOTION 2022-036

Moved By Mr. Vardy

Seconded By Mr. Vaters

BE IT RESOLVED that the agenda be adopted as tabled.

Carried Unanimously

3. **Review of Minutes**

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

MOTION 2022-037

Moved By Mr. Froude

Seconded By Ms. Ravencroft

BE IT RESOLVED that the minutes from the April 27, 2022 meeting be adopted as tabled.

Carried Unanimously

4. **Committee Reports**

a) Finance & Audit Committee

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

1. **Board Expenditures**

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

MOTION 2022-038

Moved By Mr. Hickman

Seconded By Mr. Delaney

BE IT RESOLVED that the Board adopt the expenditures for the month of April as tabled. **Carried Unanimously**

2. Incorporated Towns Payment Activity Report

An update on the incorporated towns' payment activity dated May 2, 2022 was provided.

There were no questions or concerns.

3. Q1 Financial Report

Mr. Hickman referred to the documents that were provided in the meeting package.

He noted that salaries and benefits are on budget for the first quarter. Almost all budget categories are currently showing as under budget, and this could be a result of the timing in the receipt and processing of invoices.

Mr. Hickman reported an increase in vehicle operating costs due to the significant increase in fuel costs. However, he was pleased to note that the Board recently received notice of reduction in the costs of vehicle registrations that equates to savings of about \$29,000 annually.

There were no questions or concerns regarding the Q1 Financial Report.

4. Investment Possibilities

Mr. Hickman informed the Board that staff were contacted by the Bank of Montreal who provided information regarding the Board's investment possibilities, such as short-term GICs. With interest rates on the rise, it was recommended that the Board obtain and review some possible options to ensure that the cash on hand and the short-term investments could be used most beneficially by the Board. Mr. Hickman reported that an analysis of the options will be completed and brought forward to the Finance and Audit Committee.

b) Strategy & Policy Committee

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

1. Ongoing Issues and Meeting Requests with the Town of Harbour Grace Regarding the Waste Recovery Facilities

Mr. Korab reminded the board that several meeting requests have been sent to the Town of Harbour Grace over the past few years. He noted that the difficulty of scheduling was discussed at the Committee meeting and that an email was sent to the Town requesting possible dates and times for the meeting. To date, no response has been received from the town.

The Chair informed members that this item will be added to the agenda for a meeting with the Minister of Municipal and Provincial Affairs if a meeting time is not agreed upon with the Town prior to meeting with the Minister.

2. 2021 Waste Operations Report

Mr. Korab referred to the annual waste operations report that was included in the meeting package.

He reported that approximately 23,000 households received waste collection services from the Board in 2021 and there appeared to be no change in diversion rates or participation in the Eastern region. He was pleased to note that there were no delays in waste collections due to COVID-19 as there had been in the previous year.

In 2021, approximately 37,654 clients visited the Board's waste recovery facilities. This is an increase of 10% over 2020 which had approximately 34,140 client visitations.

Overall, staff were pleased with the outcome of 2021 and there were no questions or concerns.

3. Q1 Water/Wastewater Operator's Report

Mr. Korab referred to the Water/Wastewater Operator's Report for the first quarter which was included in the meeting package for members' information.

He noted that the Board's Water/Wastewater Operator continues to work with 19 communities in the Eastern region and provides positive updates on the

program. He is pleased with the first quarter and continues to work diligently with these communities to further the positive work of ERSB into the second quarter of 2022.

4. 2023-2027 Strategic Plan Development

Mr. Korab notified members of the Committee's agreement that the development of a new strategic plan will be impacted by the provincial government's recently released regionalization plan.

He reminded the Board that a meeting has been requested with Municipalities Newfoundland and Labrador (MNL) to discuss regionalization and the Board awaits a response.

Mr. Korab asked all members again to please send any suggestions or recommendations for items for consideration for the strategic plan to the CAO.

Discussion took place and it was recommended that a brainstorming session take place where members can get together and exchange ideas regarding the strategic plan. It was also suggested that a draft strategic plan should be prepared in advance of that session.

The CAO confirmed that she will continue to take suggestions from Board members for any changes they may want to see in the new plan. Over the next month or so, she will prepare materials and a draft outline of the strategic plan. In the fall, Board members will be asked to attend a session to discuss and consider the materials so that the final draft plan may be developed from there.

5. Signage Update

Mr. Korab provided an update on the changeover of the Board's signage at its waste recovery facilities, as well as its head office at 255 Major's Path.

He noted that staff has contacted NATIONAL Public Relations, the Board's former agency of record regarding acquiring the Board's files so that the creation of new signage can be completed. However, since the onset of the pandemic, the company has had a large turnover of staff and they can't seem to locate the Board's files. This has resulted in delays.

The Board is currently in the process of recruiting a Communications Coordinator and once hired, that person will be tasked with assisting in the creation of new signage for the Board's facilities.

c) Governance Committee

There was no Governance Committee meeting held in May.

5. Correspondence

There was no correspondence to review.

6. New Business

There was no new business to discuss.

7. Upcoming Meetings

Board members were reminded of the following Board and Committees Meetings:

- a) The next meeting of the Board of Directors will take place by videoconference on Wednesday, June 22, 2022, at 7:00 p.m.
- b) The next meeting of the Finance & Audit Committee will take place on Thursday, June 9, 2022, at 12:30 p.m.
- c) The next meeting of the Strategy & Policy Committee will take place on Tuesday, June 7, 2022, at 2:30 p.m.
- d) The next meeting of the Governance Committee will take on Tuesday, June 14, 2022, at 10:30 a.m.

8. Adjournment

MOTION 2022-039

Moved By Mr. Mallowney
Seconded By Mr. Korab

Seeing no further business to be discussed, **BE IT RESOLVED** that the meeting adjourned at 7:24 p.m.

Carried Unanimously

Ms. Holly Coles
Board Clerk and Outreach Coordinator

Mr. Harold Mallowney
Chairperson

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000010617 dated between 04-01-2022 and 04-28-2022

CHEQUE REGISTER

Printed: 10:05:38AM 04/28/2022

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Number	Issued		Amount	SC	Status	Status Date
0000010566	04/12/2022	Around The Bay Disposals Inc.	97,772.40	A/P	CLEARED	04/19/2022
0000010567	04/12/2022	Bell Conferencing Inc.	20.70	A/P	OUT-STD	04/12/2022
0000010568	04/12/2022	Bell Mobility Inc.	1,294.56	A/P	CLEARED	04/22/2022
0000010569	04/12/2022	Christie Dean	319.42	A/P	CLEARED	04/13/2022
0000010570	04/12/2022	City of St. John's	51,486.52	A/P	CLEARED	04/19/2022
0000010571	04/12/2022	Coish's Trucking & Excavating Ltd.	14,432.50	A/P	CLEARED	04/26/2022
0000010572	04/12/2022	Concord Enterprises Inc.	4,283.75	A/P	CLEARED	04/20/2022
0000010573	04/12/2022	Dodd's Diesel Repair Ltd.	6,229.56	A/P	CLEARED	04/20/2022
0000010574	04/12/2022	Harbour ELECTRIC Ltd.	132.25	A/P	CLEARED	04/26/2022
0000010575	04/12/2022	Hurley's Trucking Ltd	2,754.26	A/P	OUT-STD	04/12/2022
0000010576	04/12/2022	K.J.H. Dirtwork's Ltd.	1,280.00	A/P	CLEARED	04/26/2022
0000010577	04/12/2022	Kenneth Rollings	55.56	A/P	OUT-STD	04/12/2022
0000010578	04/12/2022	Kevin Butt	5,223.31	A/P	CLEARED	04/18/2022
0000010579	04/12/2022	Leslie Squires	440.00	A/P	OUT-STD	04/12/2022
0000010580	04/12/2022	Lynn Tucker	1,060.22	A/P	CLEARED	04/18/2022
0000010581	04/12/2022	McInnes Cooper	690.31	A/P	OUT-STD	04/12/2022
0000010582	04/12/2022	Miller IT Limited	5,239.81	A/P	CLEARED	04/21/2022
0000010583	04/12/2022	Modern Business Equipment Limited	161.36	A/P	CLEARED	04/20/2022
0000010584	04/12/2022	Newfoundland Exchequer Account	24.00	A/P	CLEARED	04/20/2022
0000010585	04/12/2022	Nexgen Municipal Inc.	441.34	A/P	CLEARED	04/22/2022
0000010586	04/12/2022	North Atlantic	44,096.36	A/P	CLEARED	04/19/2022
0000010587	04/12/2022	Northern Business Intelligence	2,085.35	A/P	CLEARED	04/21/2022
0000010588	04/12/2022	O'Brien's Trucking Ltd	1,696.25	A/P	CLEARED	04/26/2022
0000010589	04/12/2022	OMB Parts & Industrial Ltd.	584.99	A/P	CLEARED	04/26/2022
0000010590	04/12/2022	ORKIN Canada Corporation	194.35	A/P	OUT-STD	04/12/2022
0000010591	04/12/2022	Parts For Trucks Inc.	123.81	A/P	CLEARED	04/21/2022
0000010592	04/12/2022	Pat Singleton	3,737.50	A/P	OUT-STD	04/12/2022
0000010593	04/12/2022	Pike's Pro Hardware & Building Supplies	225.25	A/P	OUT-STD	04/12/2022
0000010594	04/12/2022	Shred-it c/o Stericycle ULC	81.58	A/P	CLEARED	04/22/2022
0000010595	04/12/2022	Town of Clarendville	1,608.00	A/P	CLEARED	04/22/2022
0000010596	04/12/2022	Tulk Tire & Service Ltd.	144.72	A/P	CLEARED	04/19/2022
0000010597	04/12/2022	ULINE CANADA CORPORATION	477.82	A/P	CLEARED	04/22/2022
0000010598	04/12/2022	Wedgwood Insurance Limited	1,561.00	A/P	CLEARED	04/26/2022
0000010600	04/27/2022	62167 Newfoundland and Labrador Inc	7,380.30	A/P	OUT-STD	04/27/2022
0000010601	04/27/2022	Craig Drover	1,769.31	A/P	OUT-STD	04/27/2022
0000010602	04/27/2022	CTT Tirecraft	430.28	A/P	OUT-STD	04/27/2022
0000010603	04/27/2022	D&L Russell Limited	8.03	A/P	OUT-STD	04/27/2022
0000010604	04/27/2022	Dicks and Company Limited	36.79	A/P	OUT-STD	04/27/2022
0000010605	04/27/2022	Dodd's Diesel Repair Ltd.	8,889.30	A/P	OUT-STD	04/27/2022
0000010606	04/27/2022	Harold Mallowney	307.23	A/P	OUT-STD	04/27/2022
0000010607	04/27/2022	Kal Tire	5,506.20	A/P	OUT-STD	04/27/2022
0000010608	04/27/2022	Kevin Butt	397.59	A/P	OUT-STD	04/27/2022
0000010609	04/27/2022	Lynn Tucker	2,481.39	A/P	OUT-STD	04/27/2022
0000010610	04/27/2022	Municipalities Newfoundland & Labrador	2,500.00	A/P	OUT-STD	04/27/2022
0000010611	04/27/2022	Newfoundland Power Inc.	6,970.91	A/P	OUT-STD	04/27/2022
0000010612	04/27/2022	NL Association of Fire Services	747.50	A/P	OUT-STD	04/27/2022

** - Name on Check was modified

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000010617 dated between 04-01-2022 and 04-28-2022

CHEQUE REGISTER

Printed: 10:05:38AM 04/28/2022

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Number	Issued		Amount	SC	Status	Status Date
0000010613	04/27/2022	Pitney Bowes	3,482.50	A/P	OUT-STD	04/27/2022
0000010614	04/27/2022	Robert Earle	179.11	A/P	OUT-STD	04/27/2022
0000010615	04/27/2022	T & S Electric Ltd.	153.50	A/P	OUT-STD	04/27/2022
0000010616	04/27/2022	Tulk Tire & Service Ltd.	938.79	A/P	OUT-STD	04/27/2022
Total Issued (50):			\$292,137.54			
Total Voided (0):			\$0.00			
Grand Total:			\$292,137.54			
Number of Cheques Listed:			50			

EASTERN REGIONAL SERVICE BOARD

PAYROLL EXPENSE

APRIL 2022

Payroll – Staff (<i>2 pay periods – 29 employees</i>).....	\$126,401.47
Payroll – Board (<i>20 members</i>)	<u>\$24,076.80</u>
Total Payroll (<i>49 employees</i>)	\$150,478.27
Payroll CRA Remittance	<u>\$48,096.07</u>
TOTAL GROSS PAYROLL	<u>\$198,574.34</u>

PREVIOUS MONTH

MARCH 2022

Payroll – Staff (<i>2 pay periods – 29 employees</i>).....	\$125,125.75
Payroll – Board (<i>19 members</i>)	<u>\$0,000.00</u>
Total Payroll (<i>29 employees</i>)	\$125,125.75
Payroll CRA Remittance	<u>\$ 42,857.72</u>
TOTAL GROSS PAYROLL	<u>\$167,983.47</u>

TOWNS PAYMENT ACTIVITY 2022 - As of May 2, 2022						
(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	Current Balance
LSDOF201	LSD of Georgetown	131	\$26,200.00	\$0.00	\$26,200.00	\$13,100.00
LSDOF202	LSD of Marysville	240	\$48,000.00	\$0.00	\$48,000.00	\$31,800.00
TOWN0003	Town of Clarke's Beach	586	\$117,200.00	\$0.00	\$117,200.00	\$0.00
TOWN301	Town of Come by Chance	118	\$23,600.00	\$0.00	\$23,600.00	\$0.00
TOWN302	Town of Norman's Cove-Long Cove	333	\$66,600.00	\$0.00	\$66,600.00	\$46,620.00
TOWN303	Town of Chapel Arm	254	\$50,800.00	\$0.00	\$50,800.00	\$30,480.00
TOWN304	Town of Southern Harbour	184	\$36,800.00	\$0.00	\$36,800.00	\$33,120.00
TOWN305	Town of Sunnyside	205	\$41,000.00	\$0.00	\$41,000.00	\$28,700.00
TOWN502	Town of Chance Cove	148	\$29,600.00	\$0.00	\$29,600.00	\$20,720.00
TOWN503	Town of Arnold's Cove	535	\$107,000.00	\$0.00	\$107,000.00	\$83,222.22
TOWN0203	Town of Colliers	320	\$64,000.00	\$0.00	\$64,000.00	\$59,602.85
TOWN0205	Town of Holyrood	1095	\$219,000.00	\$0.00	\$219,000.00	\$100,000.00
TOWN0401	Town of Aquaforte	69	\$13,800.00	\$0.00	\$13,800.00	\$6,899.99
TOWN0402	Town of Bay Bulls	617	\$123,400.00	\$0.00	\$123,400.00	\$86,380.00
TOWN0403	Town of Cape Broyle	276	\$55,200.00	\$0.00	\$55,200.00	\$38,640.00
TOWN0404	Town of Fermeuse-Kingman's Cove	179	\$35,800.00	\$0.00	\$35,800.00	\$27,744.96
TOWN0405	Town of Ferryland	272	\$54,400.00	\$0.00	\$54,400.00	\$27,200.00
TOWN0407	Town of Renew's-Cappahayden	234	\$46,800.00	\$0.00	\$46,800.00	\$46,800.00
TOWN0408	Town of St. Shott's	50	\$10,000.00	\$0.00	\$10,000.00	\$5,000.00
TOWN0410	Town of Witless Bay	744	\$148,800.00	\$0.00	\$148,800.00	\$111,600.00
TOWN0411	Town of Portugal Cove South	92	\$18,400.00	\$0.00	\$18,400.00	\$9,200.00
TOWN0504	Town of Long Harbour-Mount Arlington Heights	196	\$39,200.00	\$0.00	\$39,200.00	\$27,240.00
TOWN0505	Town of Fox Harbour	134	\$26,800.00	\$0.00	\$26,800.00	\$16,080.00
TOWN0507	Town of St. Bride's	139	\$27,800.00	\$0.00	\$27,800.00	\$20,849.89
TOWN0508	Town of Point Lance	47	\$9,400.00	\$0.00	\$9,400.00	\$7,050.00
TOWN0509	Town of Branch	161	\$32,200.00	\$0.00	\$32,200.00	\$22,000.00
TOWN0510	Town of Mount Carmel-Mitchell's Brook-St. John's	299	\$59,800.00	\$0.00	\$59,800.00	\$44,850.00
TOWN0511	Town of St. Joseph's	107	\$21,400.00	\$0.00	\$21,400.00	\$16,050.00
TOWN0512	Town of Admiral's Beach	82	\$16,400.00	\$0.00	\$16,400.00	\$9,840.00
TOWN0514	Town of Colinet	75	\$15,000.00	\$0.00	\$15,000.00	\$12,000.00
TOWN0601	Town of Whiteway	163	\$32,600.00	\$0.00	\$32,600.00	\$22,820.00
TOWN0602	Town of Heart's Delight-Islington	409	\$81,800.00	\$0.00	\$81,800.00	\$76,440.00
TOWN0603	Town of Heart's Desire	125	\$25,000.00	\$0.00	\$25,000.00	\$19,840.00
TOWN0802	Town of Bay de Verde	221	\$44,200.00	\$0.00	\$44,200.00	\$30,940.00
TOWN0804	Town of New Perlican	162	\$32,400.00	\$0.00	\$32,400.00	\$22,680.00
TOWN0805	Town of Hant's Harbour	193	\$38,600.00	\$0.00	\$38,600.00	\$25,733.32
TOWN0806	Town of Heart's Content	239	\$47,800.00	\$0.00	\$47,800.00	\$27,670.00
TOWN0807	Town of Winterton	295	\$59,000.00	\$0.00	\$59,000.00	\$44,250.00
		9729	\$ 1,945,800	\$ -	\$ 1,945,800	\$ 1,253,163

* 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 2022	Outstanding Balance
TOWN0001	Town of Carbonear	2175	-	129,890.86	32,518.64
		2175	-	129,890.86	32,518.64

2022 TOTAL OUTSTANDING INCORPORATED TOWNS	\$ 1,285,681.87
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EASTERN REGIONAL SERVICE BOARD
BRIEFING NOTE / REPORT

TITLE:	Q1 Financial Report
MEETING DATE:	2022-05-12
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Craig Drover, Director Corporate Services
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

- No recommended action as report for information only.

MOTION:

No motion required as report for information only

BACKGROUND/DISCUSSION:

- Salaries and Benefits are on budget to March 31st at 17.6% and 25% respectively.
- Almost all budget categories are below budget for Q1. This could be a result of the timing of invoices especially with vehicle repairs and professional services.
- As expected, and previously discussed, Vehicle Maintenance and Operations expenses are well over budget due to the increase in fuel costs, which continue to rise.
- Overall Operating expenditures at March 31st is at 20.8% of budget.
- Overall revenue invoiced as at March 31st was at 65.2% of budget.

ATTACHMENTS:

- Q1 2022 Budget vs Actual Report

EASTERN REGIONAL SERVICE BOARD

2022 Q1 ACTUAL VS BUDGET

	2022 Budget	2022 Q1 Actual	% Budget Used
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EXPENDITURES

Salaries			
Chair/Board Member Remuneration	\$ 100,000	\$ -	0.0%
Salaries (Corporate Administration)	\$ 729,661	\$ 131,521	18.0%
Salaries (Regional Waste Operations)	\$ 1,184,084	\$ 219,812	18.6%
Salaries (Water)	\$ 55,000	\$ 13,327	24.2%
Sub-total	\$ 2,068,746	\$ 364,660	17.6%

Benefits			
Employment Insurance	\$ 35,957	\$ 8,574	23.8%
CPP	\$ 100,535	\$ 19,851	19.7%
WHSCC	\$ 50,000	\$ 30,374	60.7%
Health & Life Benefits	\$ 29,705	\$ 7,543	25.4%
RRSP	\$ 125,804	\$ 20,057	15.9%
Sub-total	\$ 342,001	\$ 86,399	25.3%

Transportation & Communications			
Board/Committee Local Travel & Meetings (mileage & expenses)	\$ 31,500	\$ -	0.0%
Telephone	\$ 31,500	\$ 8,852	28.1%
Staff Local Travel (mileage & expenses)	\$ 11,000	\$ 672	6.1%
Professional Development (Board)	\$ 30,000	\$ -	0.0%
Sub-total	\$ 104,000	\$ 9,523	9.2%

Supplies			
Insurance	\$ 174,000	\$ 9,355	5.4%
Office Expenses	\$ 88,000	\$ 25,880	29.4%
Bank Charges	\$ 42,000	\$ 21,532	51.3%
Sub-total	\$ 304,000	\$ 56,768	18.7%

Purchased Services Administrative			
Audit	\$ 36,036	\$ -	0.0%
Professional Development Staff	\$ 49,500	\$ 7,106	14.4%
Communications	\$ 96,000	\$ 1,304	1.4%
Professional Services-Legal,HR,IT,Engineering,etc.	\$ 189,000	\$ 20,857	11.0%
Sub-total	\$ 370,536	\$ 29,266	7.9%

Property, Furnishings & Equipment			
Office Space (gross lease, Majors Path)	\$ 86,000	\$ 20,078	23.3%
Computer Software/Software Licensing	\$ 28,800	\$ -	0.0%
Photocopier Fees	\$ 4,200	\$ 3,333	79.3%
Furniture & Equipment	\$ 23,750	\$ -	0.0%
Sub-total	\$ 142,750	\$ 23,411	16.4%

	2022 Budget	2022 Q1 Actual	% Budget Used
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Regional Operations & Waste Recovery Facilities

Snow Clearing - All WRF	\$ 67,925	\$ 22,307	32.8%
Site Maintenance - All WRF	\$ 110,000	\$ 8,807	8.0%
Old Perican WRF (TCNWM)	\$ 218,500	\$ 39,264	18.0%
Vehicle Maintenance and Operations	\$ 402,984	\$ 203,012	50.4%
Whitbourne Depot Utilities and Phones	\$ 91,000	\$ 21,051	23.1%
Sub-total	\$ 890,409	\$ 294,441	33.1%

CLARENVILLE REGIONAL TRANSFER STATION

Utilities/phone	\$ 47,250	3,237	6.8%
Site Maintenance	\$ 80,108	\$ 9,177	11.5%
Vehicle Maintenance and Operations	\$ 209,798	\$ 61,885	29.5%
Tipping Fees At Regional Landfill for CTS	\$ 432,012	\$ 136,234	31.5%
Sub-total	\$ 769,168	\$ 210,532	27.4%

HOUSEHOLD HAZDORDOUS WASTE PROGRAM

HHW Collection Contract and Fire Dept	\$ 84,000	\$ -	0.0%
Sub-total	\$ 84,000	\$ -	0.0%

CURBSIDE WASTE COLLECTION PROGRAM

Maintenance Depot Costs Allocated to Curbside	\$ 30,000	\$ 174	0.6%
Contracted Services	\$ 4,008,327	\$ 842,598	21.0%
Sub-Total	\$ 4,038,327	\$ 842,772	20.9%

WATER/WASTEWATER TREATMENT PROGRAM

Sub-Total	\$ 25,000	\$ 3,896	15.6%
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FIRE PROTECTION

Sub-Total	\$ 93,750	\$ 1,426	1.5%
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TRANSFERS TO RESERVE

Regional Capital Reserve	\$ -	\$ -	0.0%
Curbside Capital Reserve	\$ -	\$ -	0.0%
Operational Reserve	\$ -	\$ -	0.0%
Sub-Total	\$ -	\$ -	0.0%

	2022 Budget	2022 Q1 Actual	% Budget Used
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TOTAL EXPENSES	\$ 9,232,687	\$ 1,923,094	20.8%
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ERSB CAPITAL EXPENDITURES			
WRF Development	\$ -	\$ -	0.0%
Regional Equipment	\$ -	\$ -	0.0%
Sub-Total	\$ -	\$ -	0%

TOTAL OPERATING AND CAPITAL	\$ 9,232,687	\$ 1,923,094	20.8%
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REVENUE			
Waste Collection Fees	\$ 4,525,800	\$ 4,208,983	93.0%
Provision for Bad Debt	\$ (90,000)	\$ -	0.0%
Clareville Transfer Station Tipping Fees/Permit Fees/Etc.	\$ 237,500	\$ 101,274	42.6%
Transportation Charges - Clareville Transfer Station	\$ 69,000	\$ 570	0.8%
Fire Protection Services Fees	\$ 87,500	\$ 19,099	21.8%
Recyclable Metals and Electronics	\$ 123,750	\$ 32,452	26.2%
Interest	\$ 60,000	\$ 9,298	15.5%
Miscellaneous Revenue	\$ 35,000	\$ 80	0.2%
Regional Landfill Tipping Fee Derived	\$ 3,300,000	\$ 1,650,000	50.0%
HST Rebate	\$ 659,137	\$ -	0.0%
Provincial Capital	\$ -	\$ -	0.0%
Reserve Funding	\$ 150,000	\$ -	0.0%
Water / Wastewater Program	\$ 75,000	\$ -	0.0%
TOTAL REVENUE	\$ 9,232,687	\$ 6,021,757	65.2%

EASTERN REGIONAL SERVICE BOARD
BRIEFING NOTE / REPORT

TITLE:	Q1 Waste Operations Report
MEETING DATE:	2022-05-10
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Director Operations
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

- For information

MOTION:

N/A

BACKGROUND/DISCUSSION

- Waste Recovery Facilities (WRFs):
 - 37,654 clients visited these facilities in 2021. This is an increase of 10% over 2020 (34,140 clients).
 - In 2019, 40,350 clients used these facilities.
 - 945,600 kg of metals was diverted to an approved metal recycler. This is down from 1.3 million kg in 2020.
 - 13,095 tires were accepted by the Used Tire Recycling Program of the MMSB. This is down slightly from 2020 when 13,932 tires were accepted.
 - 226 pallets of electronic waste were diverted to EPRA's Recycle My Electronics Program. This is down from 2020 when 200 pallets of electronics were accepted.
 - 8.7 million kg of waste was transferred from the WRFs to Robin Hood Bay. This is down slightly from 2020 when 8.3 million kg was transferred to the regional landfill.
 - Other materials dropped off at these facilities includes household appliances, furniture, residential construction materials, shingles, floor coverings, etc.

- Curbside Waste Collections:
 - Approximately 23,000 households received waste services through ERSB in 2021.
 - There were no collection delays due to COVID-related issues.
 - There appears to be no change to diversion rates or participation.
- Clarendville Transfer Station (CTS):
 - Total waste moved from CTS to RHB:
 - Regular waste 5,614,320 kg;
 - Recyclables 401,530 kg
 - 224 trips to transport waste to RHB
 - For comparison, 2020 waste moved from CTS to RHB:
 - Regular waste 4,665,350 kg;
 - Recyclables 323,690 kg.

Waste Management Operations Summary Report 2021

Waste Recovery Facilities:

Waste recovery facilities (WRF) received material from approximately 37,654 clients. This is an increase from 2020 when there were 34,140 clients. In 2020 facilities were closed for approximately 2 months as ERSB followed provincial Covid-19 guidelines. However, this is a decrease from the 40,350 clients that visited our facilities in 2019, prior to the pandemic.

Materials received at the waste recovery facilities included: household appliances, furniture, electronics, residential construction materials, tires, metal, shingles, floor coverings, propane tanks (20 lbs. or less), trees, and branches.

Waste diversion activities included:

- 945,600 kg of metals was diverted to an approved metal recycler versus 1,340,360 kg in 2020 versus 1,020,260 kg in 2019;
- 13,095 tires were accepted by the Used Tire Recycling Program of the MMSB versus 13,932 tires in 2020, versus 12,924 tires, in 2019;
- 226 pallets of electronic waste were accepted by the Recycle My Electronics Program of the Electronic Products Recycling Association (EPRA) versus 200 pallets in 2020 versus 246 in 2019.

In 2021, 8,760,730 kg of waste was transferred from the WRFs to the Regional Waste Facility at Robin Hood Bay for disposal in the landfill.

In 2020, 8,326,540 Kg of waste was transferred. In 2019, 7,908,400 Kg of waste was transferred.

Please note that the Sunnyside location was closed from December 11, 2020 and re-opened April 2, 2021.

HHW Events:

Seventeen (17) events were held in 2021. The 2021 events resulted in approximately 701 residents disposing of their HHW materials. 5,906 liters of liquid HHW; 40 paint boxes (approximately 8,480 L of paint); 1040 kg of batteries, 369 compressed gas tanks, and 373 fluorescent light bulbs were collected.

Overall, the participation rate and the volume of HHW collected was lower than in 2019.

Curbside Collections:

There has been no meaningful change in curbside diversion rates between 2021 and 2016.

Summary of contracted properties within each region at the end of 2021.

Area	Properties
Bay de Grave (Clarke's Beach, Port de Grave, Bristol's Hope)	1,004
Conception Bay Center	1,786
Smith Sound Area	1,543
Isthmus & South West Arm South	3,226
Southern Shore	3,576
Trinity Bay North	2,641
Trinity Bay South/Center	2,964
Southwest Avalon and St. Mary's Bay	2,662
Carbonear and Area	2,320
Pouch Cove	910
Total	22,632

Clarenville Transfer Station (CTS):

in 2021, 5,614,320 Kg of waste and 401,530 Kg of recycling was received at the commercial portion of the facility. This required approximately 224 trips to transport the waste to the Robin Hood Bay regional landfill for disposal. For comparison purposes in 2020, 4,665,350 kg of waste and 323,690 kg of recycling was received at the commercial portion of the facility. In 2019, 5,520,840 kg of waste and 386,950 kg of recycling was received at the commercial portion of the facility.

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

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 st 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:
5. Is the BWA reason code accurate? ☐ Yes ☒ No
 If no, select the accurate reason code: C1
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 ³ /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

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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. Emailed Mayor regarding the submission of Chlorine residuals and flow data. The Mayor responded favourably but never sent any data. Emailed Mayor again. Clerk replied that we should wait until Covid restrictions have eased (eliminated). I will attempt to connect next quarter.
12. Other comments? The Town is getting a new water supply reservoir.

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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: Cl readings every second day

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average			0.67	
Minimum			0.10	
Maximum			1.40	

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 ³ /day)
2,137	3,433	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? This water supply is operating well.

Regional Operator Name: Ken Rollings
Date: 3/31/2022

Community Name: Fermeuse

1. Number of public wastewater outfalls? 1

2. Are any of the outfalls discharging >100 m³/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 ³ /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: 3/31/2022

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: Jan and Feb only

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	0.92		0.42	
Minimum	0.58		0.22	
Maximum	1.30		0.55	

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 ³ /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. All is well.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

Community Name: Ferryland

1. Number of public wastewater outfalls? 1

2. Are any of the outfalls discharging >100 m³/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 ³ /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: 3/31/2022

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: Feb Data only

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	0.57		0.35	
Minimum	0.13		0	
Maximum	1.88		1.62	

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 ³ /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. No problems reported.
12. Other comments? A new water treatment system started Feb 25.

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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: 9 values each column

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average			0.020	0.05
Minimum			0.01	0.03
Maximum			0.08	0.12

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

If yes, select reason code: C1

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 ³ /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. Contacted mayor to get Chlorine residual data. Finally some data was received (10%). More data is required.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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: 1st User is the water plant, surface water supply.

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	1.80	1.81		
Minimum	1.60	1.80		
Maximum	1.86	1.89		

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 ³ /day)
9,406	13,100	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. These systems continue to operate well.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

Regional Water/Wastewater Operator Program Quarterly Report Drinking Water System

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 st 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 ³ /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: Unable to contact chair of LSD, his number is no longer in service.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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: Jan data only

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	0.33		0.16	
Minimum	0.32		0.12	
Maximum	0.34		0.19	

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 contacted the engineers who designed the Water Treatment Plant.

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 ³ /day)
24,300	26,800	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 LSD is still waiting on corrective measures for the Iron and Manganese removal system. An update was provided by Harris and Associates and KD Pratt during the quarter.
12. Other comments? The Boil Water Advisory could be lifted, however there remains a manganese exceedance.

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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: no data

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	1.87			
Minimum	2.20			
Maximum	1.20			

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

If yes, select reason code: E2

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 ³ /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. The operator submitted data for the full quarter for the First User. The data was acceptable and in the acceptable range. No data was received for the end of the line. They are having a hard time getting access to anybody's home. "Nobody wants anybody in their home".
12. Other comments? I'll check with the Chair of the LSD for solutions.

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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 st 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 ³ /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. I am still trying to get a first meeting with this community. A message was left for the Chair of the LSD.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

Regional Water/Wastewater Operator Program Quarterly Report Drinking Water System

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: Jan and Feb data.

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	0.61	0.65	0.05	0.07
Minimum	0.43	0.50	0.01	0.04
Maximum	0.74	0.77	0.12	0.20

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 during heavy rainfall – infiltration gallery

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 ³ /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

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. Emailed community the Chlorine residuals were a little low. May want to increase dose. Community requested BWA removal base on the Chlorine residual data. Work has not started on the infiltration gallery.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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: operator does not provide data

	Near 1 st 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 ³ /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. All is well.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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:

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	0.94		0.90	
Minimum	0.78		0.48	
Maximum	1.18		1.27	

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 ³ /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 problems in this community.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

Community Name: St. Joseph's

Water Supply: Drilled

1. Is the disinfection system operational? ☐ Yes ☐ No no disinfection system
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 st 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: talk to council regarding the benefits of Chlorination
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 ³ /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
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11. Provide a summary of meetings or training held in the community during the last quarter. Suppliers of Chlorine pumps were relayed to the town. Requested status of Chlorination pump purchase. The community has not moved on the purchase of a Chlorination pump.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 3/31/2022

Community Name: St. Mary's

1. Number of public wastewater outfalls? 1

2. Are any of the outfalls discharging >100 m³/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 ³ /day, USGPM)

4. Number of lift stations? 1

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: A flow gauge is needed.

Regional Operator Name: Ken Rollings

Date: 3/31/2022

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: only tested at pumphouse

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	2.20			
Minimum	2.20			
Maximum	2.20			

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 ³ /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 community is still waiting on the hook up of a new reservoir.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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: (no Dec data)

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	0.39	0.46	0.23	0.32
Minimum	0.05	0.12	0.01	0.05
Maximum	0.78	0.85	0.82	0.94

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: [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 ³ /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. This community came off BWA. Jan 28.
12. Other comments? Click or tap here to enter text.

Regional Operator Name: Ken Rollings
Date: 3/31/2022

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:

	Near 1 st 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: This community needs an iron/manganese filter

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, filter

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 ³ /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
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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 progress on a water supply system for the town.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 3/31/2022

Community Name: Trepassey

1. Number of public wastewater outfalls? 1

2. Are any of the outfalls discharging >100 m³/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 ³ /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: 3/31/2022

Regional Water/Wastewater Operator Program Quarterly Report Drinking Water System

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 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	3.48	3.77	0.05	0.05
Minimum	1.70	0.37	0.02	0.00
Maximum	5.20	6.00	0.13	0.14

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 ³ /day)
244,758	318,500	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.

Regional Water/Wastewater Operator Program
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11. Provide a summary of meetings or training held in the community during the last quarter. 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?

Regional Operator Name: Ken Rollings
Date: 3/31/2022
