



ERSB's Board of Directors Meeting Minutes

Eastern Regional Service Board

3/26/2025 6:00 PMNDT

@ The Capital Hotel, 208 Kenmount Road, St. John's, NL

Attendance

Present:

Members: Bill Antle, Daniel (Danny) Breen, Jill
Bruce, Glenn Clarke, Tom Davis, Christie Dean, Rodney Delaney, Craig
Drover, Ronald Ellsworth (remote), T. Alexander
Hickman, Kevin McDonald, Greg Noseworthy, Sheilagh
OLeary (remote), Holly Power, Ophelia Ravencroft
(remote), Carl Ridgeley, Steve Tessier, Lynn Tucker, Mark
Vardy, Lawrence Vaters, Hilda Whelan
Guests: Charles Bown, MMSB

Absent:

Members: Maggie Burton, Jason O'Brien, Gerard Tilley

I. Call to Order

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

II. Adoption of Agenda

The agenda was tabled for approval.

 [Draft Agenda BOD Mar 26 2025.docx](#)

Motion:

BE IT RESOLVED that the agenda be adopted as tabled.

Motion moved by Steve Tessier and motion seconded by Lawrence Vaters . Carried Unanimously.

III. Review of Minutes

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

 [ERSB Board Mtg Minutes - Feb 25.pdf](#)

Motion:

BE IT RESOLVED that the minutes from February 26, 2025, be adopted as tabled.

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

IV. Committee Reports

A. Finance & Audit Committee

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

1. Board Expenditures

Board expenditures for the month of February 2025 were tabled for review and approval.

 [Cheque Register FEB 2025.pdf](#)

 [Payroll Expense FEB 2025.pdf](#)

 [ERSB BMO Credit Card Statement February.pdf](#)

Motion:

BE IT RESOLVED that the Board adopt the expenditures for the month of February 2025 as tabled.

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

2. Incorporated Towns Payment Activity Report

Mr. Hickman provided an update on the incorporated towns' payment activity report. There were no questions or concerns.

 [2025 Incorporated Towns Payment Activity Report at Mar 10.pdf](#)

3. Asset Management Plan – Update

Mr. Hickman provided an update on the Board's Asset Management Plan. He noted that Staff continue to discuss the asset management plan with internal stakeholders to develop the valuation and retention policies of various classes of assets. There were no questions or concerns from the Board.

4. Trinity Bay South/Trinity Bay Center Contract Extension

Mr. Hickman reviewed the briefing note that was included in the meeting package. He assured the Board that staff are working to implement this contract extension and that they are currently waiting for further response from the contractor.

 [BN TBS-TBC Waste Collection Extension Mar 26 25.pdf](#)

 [Email fr T2 Re TBS TBC Extension Mar 13 2025.pdf](#)

5. Draft Financial Statements

Mr. Hickman referred to the documents that were provided in the meeting package. He reported that there was an annual deficit reported for 2024 of \$22,827, which is reasonable given the additional expenses incurred in the waste collection contract expenses due to the extraordinary events which occurred in first quarter of 2024.

Mr. Tessier thanked staff for their hard work in implementing best practices to keep within budget. There were no questions or concerns.

 [BN - ERSB Draft Audited FS 2024.pdf](#)

 [2024 FS Eastern Regional Service Board Draft \(002\).pdf](#)

Motion:

BE IT RESOLVED that the Board adopt the Financial Statements for the year ended December 31, 2024, prepared by Harris Ryan Professional Corporation as tabled.

Motion moved by T. Alexander Hickman
and motion seconded by Tom Davis. Carried Unanimously.

6. Old Perlican Waste Recovery Facility – Delayed Extension

Mr. Hickman referred to the briefing note that was provided in the meeting package. He noted that the extension of the contract for operations at the Old Perlican Waste Recovery Facility was discussed, and it was agreed to continue to delay the contract extension. When the Board is satisfied that the site is being operated in accordance with its policies and procedures as well as meeting the conditions of the Certificate of Approval to operate, the committee will bring the contract extension back to the Board for consideration.

B. Strategy & Policy Committee

Mr. Delaney, Committee Member, delivered the Strategy & Policy Committee Report.

1. Implementation of User Access Cards at Waste Recovery Facilities - Update

Mr. Delaney referred to the briefing note that was provided in the meeting package. To ensure that the staff at the waste recovery facilities are prepared for the implementation date of April 1, a day of training and professional development was held on March 19 for all Site Attendants. At the training, the site attendants were provided application forms to pass out at the sites to those customers who report that they have not yet applied for their access card.

As of March 20, the Board had received nearly 4,000 applications. All compliant applications received up to March 3 have been processed and at this time, about 2,000 access cards have been mailed out. To ensure timely processing, priority has been given to compliant applications.

At this time, staff feel all applications submitted by mid-March will be processed by April 1.

There were no questions or concerns.

2. Household Hazardous Waste Events 2025 – Proposed Locations

Mr. Delaney reviewed the briefing note that was included in the meeting package. As the province moves to an Extended Producer Responsibility (EPR) approach, it is the manufacturers, importers, and distributors of HHW materials who are responsible for the collection, recycling, or disposal of these materials.

As more drop-off locations become available throughout the Eastern region, the number of events hosted by the Board will be reduced.

For 2025, it is proposed that the Board host eight (8) HHW mobile collection events at:

- o Mount Carmel-Mitchell's Brook-St. Catherine's
- o St. Vincent's-St. Stephen's-Peter's River
- o Fermeuse-Kingsman's Cove
- o Bay de Verde
- o Heart's Delight-Islington
- o Long Harbour-Mt. Arlington Heights
- o Arnold's Cove
- o Northern Bight (Hillview)

The proposed locations are spread over the Eastern region and cover those residents in areas that have less access to the EPR program drop-off sites as overseen by the MMSB.

 [BN - HHW 2025 Events Mar 12 25.pdf](#)

3. 2024 Q4 Waste Operations Report

Mr. Delaney referred to the document that was provided in the meeting package and highlighted some key points of the report. There were no questions or concerns.

 [2024 Waste Ops Annual Report Mar 12 2025.pdf](#)

C. Governance Committee

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

1. Board Professional Development 2025

Mr. McDonald referred to the documents that were provided in the meeting package. He noted that the Committee discussed the tabled professional development opportunities for 2025 and that the Board will not be attending any conference or professional development event being hosted in the United States this year.

Following review of the agendas for events being held in Canada, the Committee determined that it would recommend participation in the FCM Annual Conference and Trade Show taking place in Ottawa from May 29 to June 1 by sending the Board Chair, CAO and two directors.

He asked that anyone interested in attending the FCM Conference to send their expression of interest to the CAO by April 8

 [BN - Board Prof Dev Mar 26 2025.docx](#)

 [ERSB Professional Development Opportunities 2025 MAR 12.pdf](#)

 [FCM 2025 Conference Program.pdf](#)

 [2025 SWANA Atlantic Chapter Program as of March 12 2025.pdf](#)

Motion:

BE IT RESOLVED that the Board participate in the Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show 2025 taking place in Ottawa, May 29-June 1, by sending the Chair, CAO and two Directors.

Motion moved by Kevin McDonald
and motion seconded by Jill Bruce
Carried Unanimously.

2. Joint Council Report

Mr. McDonald provided some key points of the Joint Council report.
Ms. Bruce thanked the Board for continuing their administrative support to the Northeast Avalon Joint Council as she feels that the meetings continue to get better with informative presentations and relevant information sharing.

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

V. Correspondence

A. Email to MHA Helen Conway-Ottenheimer Re: Constituent Inquiry

Mr. Tessier noted that this correspondence was provided for information purposes only.

 [Email to MHA Ottenheimer re constituent inquiry Mar 7 2025.pdf](#)

VI. New Business

A. Motions By Email to be Ratified:

Mr. Tessier reminded Board Members that these motions were adopted by email and are listed below for ratification purposes only. He also advised that Board Director Mark Vardy is the Mayor of Pouch Cove and has declared a Conflict of Interest for the second motion, therefore, he will abstain from that vote.

Ms. Tucker noted that Staff are very pleased with pricing received for these contracts.

 [EMAIL - MBEs for Pouch Cove and Smith Sound Oversize Items Collection.pdf](#)

1. Smith Sound Area Oversize Items Collection

 [Brief Note - Smith Sound Oversize Items RFP Award Mar 25 2025.pdf](#)

 [20250325_114125.pdf](#)

Motion:

BE IT RESOLVED that the Board award the contract for the Smith Sound Area oversize items collection to Vardy Villa Ltd. in the amount of \$27,600 including HST.

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

2. Pouch Cove Oversize Items Collection

 [Brief Note - Pouch Cove Oversize Items-Bulk RFP Award 2025.pdf](#)

 [20250325_145603.pdf](#)

Motion:

BE IT RESOLVED that the Board award the contract for the Pouch Cove oversized items collection to Dynamic Waste Management Ltd. in the amount of \$16,905 including HST.

Motion moved by Steve Tessier and motion seconded by Carl Ridgeley . Carried Unanimously - 1 Abstained. (Mark Vardy)

VII. Roundtable

Ms. Sheilagh O'Leary regretted to report that Clean St. John's will be dissolved, however, very pleased to report that the City of St. John's will be taking over the program through various departments throughout the City. She also noted that Earth Day is coming up on April 22; Details on Earth Day activities in the City will be announced soon.

Mr. Tom Davis was pleased to hear of the Board's Community Clean-up Program that's rolling out again this year. He encourage everyone to lead by example.

Ms. Lynn Tucker provided a brief report of the Site Attendant Professional Development Day that took place at 255 Majors Path on Wednesday, March 19. Staff were very pleased with the training and information sharing of this session and thanked the Board for the opportunity.

Mr. Glenn Clarke thanked the Chair and CAO for attending a meeting earlier in the week with the Town of Victoria. The Town was grateful for the conversation and is pleased with the service provided by the Board.

Ms. Hilda Whelan reported sightings of waste/illegal dumping outside of the gates at the Whitbourne Waste Recovery Facility. A brief discussion ensued.

Mr. Rod Delaney noted that the Joint Council of Conception Bay North last met on Thursday, March 20. The lack of Police presence was thoroughly discussed as an ongoing issue in the Region.

Mr. Steve Tessier reiterated Ms. O'Leary's points regarding Clean St. John's and thanked Mr. Hickman's wife, Karen, for her years of service and dedication to the organization.

VIII. Upcoming Meetings

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

- a) The next meeting of the Board of Directors will take place on Wednesday, April 23, 2025, at 7:00 p.m. The location for this meeting is still to be determined.
- b) The next meeting of the Finance & Audit Committee will take place on Thursday, April 10, 2025, at 12:30 p.m., format to be determined.
- c) The next meeting of the Strategy & Policy Committee will take place on Wednesday, April 9, 2025, at 8:30 a.m., format to be determined.
- d) The next meeting of the Governance Committee will take place on Wednesday, April 16, 2025, at 10:30 a.m., format to be determined.

IX. Adjournment

Seeing no further business to discuss, the meeting adjourned.

Motion:

BE IT RESOLVED that the meeting adjourned at 7:39 p.m.

Motion moved by Steve Tessier and motion seconded by Daniel (Danny)
Breen . Carried Unanimously.

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000012655 dated between 02-01-2025 and 02-28-2025

CHEQUE REGISTER

Printed: 9:24:22AM 03/11/2025

Page 1 of 2

Number	Issued		Amount	SC	Status	Status Date
0000012596	02/12/2025	Advantage Personnel Ltd.	3,403.54	A/P	CLEARED	02/21/2025
0000012597	02/12/2025	Bell Mobility Inc.	40.01	A/P	CLEARED	02/25/2025
0000012598	02/12/2025	Big Erics Inc.	417.06	A/P	CLEARED	02/25/2025
0000012599	02/12/2025	Blaketown Service Station	1,248.90	A/P	CLEARED	02/19/2025
0000012600	02/12/2025	Concord Enterprises Inc.	5,182.67	A/P	CLEARED	02/19/2025
0000012601	02/12/2025	D&L Russell Limited	122.26	A/P	CLEARED	02/27/2025
0000012602	02/12/2025	Dodd's Diesel Repair Ltd.	11,723.32	A/P	CLEARED	02/19/2025
0000012603	02/12/2025	Harris Ryan	13,800.00	A/P	CLEARED	02/19/2025
0000012604	02/12/2025	Jenkins Anthony Inc.	7,535.42	A/P	CLEARED	02/20/2025
0000012605	02/12/2025	K.J.H. Dirtwork's Ltd.	53,427.86	A/P	CLEARED	02/21/2025
0000012606	02/12/2025	Miller IT Limited	733.13	A/P	CLEARED	02/19/2025
0000012607	02/12/2025	Newfoundland Power Inc.	74.61	A/P	CLEARED	02/18/2025
0000012608	02/12/2025	North Sun Energy	25,676.57	A/P	CLEARED	02/19/2025
0000012609	02/12/2025	O'Brien's Trucking Ltd	5,259.34	A/P	OUT-STD	02/12/2025
0000012610	02/12/2025	OMB Parts & Industrial Ltd.	143.36	A/P	CLEARED	02/21/2025
0000012611	02/12/2025	ORKIN Canada Corporation	209.90	A/P	CLEARED	02/27/2025
0000012612	02/12/2025	Parts For Trucks Inc.	1,704.66	A/P	CLEARED	02/21/2025
0000012613	02/12/2025	Passageways Inc.	14,580.00	A/P	CLEARED	03/04/2025
0000012614	02/12/2025	Pike's Pro Hardware & Building Supplies	401.27	A/P	CLEARED	03/07/2025
0000012615	02/12/2025	Pitney Bowes	216.80	A/P	CLEARED	02/25/2025
0000012616	02/12/2025	Princess Auto	24.12	A/P	CLEARED	02/21/2025
0000012617	02/12/2025	Rodney Delaney	129.47	A/P	CLEARED	02/20/2025
0000012618	02/12/2025	Shred-it c/o Stericycle ULC	127.01	A/P	CLEARED	02/24/2025
0000012619	02/12/2025	T2 Ventures Inc.	368,395.31	A/P	CLEARED	02/14/2025
0000012620	02/12/2025	Town of Carbonear	1,625.00	A/P	CLEARED	02/20/2025
0000012621	02/12/2025	Tulk Tire & Service Ltd.	740.01	A/P	CLEARED	02/19/2025
0000012622	02/12/2025	Vardy Villa Limited	36,023.76	A/P	OUT-STD	02/12/2025
0000012623	02/12/2025	Workplace NL	16,421.41	A/P	CLEARED	02/18/2025
0000012631	02/26/2025	62167 Newfoundland and Labrador Inc	7,380.30	A/P	CLEARED	03/06/2025
0000012632	02/26/2025	A1 Glass	1,622.47	A/P	OUT-STD	02/26/2025
0000012633	02/26/2025	Advantage Personnel Ltd.	3,582.30	A/P	OUT-STD	02/26/2025
0000012634	02/26/2025	Bell Aliant	2,458.42	A/P	OUT-STD	02/26/2025
0000012635	02/26/2025	Big Erics Inc.	325.43	A/P	OUT-STD	02/26/2025
0000012636	02/26/2025	City of St. John's	50,113.30	A/P	OUT-STD	02/26/2025
0000012637	02/26/2025	CTT Tirecraft	5,102.94	A/P	OUT-STD	02/26/2025
0000012638	02/26/2025	De Lage Landen Financial Services Canada Ltd.	416.53	A/P	OUT-STD	02/26/2025
0000012639	02/26/2025	Dicks and Company Limited	512.13	A/P	OUT-STD	02/26/2025
0000012640	02/26/2025	Dodd's Diesel Repair Ltd.	40,521.50	A/P	OUT-STD	02/26/2025
0000012641	02/26/2025	Leslie Squires	440.00	A/P	CLEARED	03/04/2025
0000012642	02/26/2025	Madsen Construction Equipment	8.42	A/P	OUT-STD	02/26/2025
0000012643	02/26/2025	McInnes Cooper	345.00	A/P	OUT-STD	02/26/2025
0000012644	02/26/2025	Newfoundland Power Inc.	9,430.54	A/P	CLEARED	03/07/2025
0000012645	02/26/2025	Newfoundland Exchequer Account	91.50	A/P	CLEARED	03/07/2025
0000012646	02/26/2025	Nexgen Municipal Inc.	5,093.72	A/P	OUT-STD	02/26/2025
0000012647	02/26/2025	Pinnacle Office Solutions Ltd.	132.65	A/P	OUT-STD	02/26/2025
0000012648	02/26/2025	Princess Auto	126.43	A/P	OUT-STD	02/26/2025

** - Name on Check was modified

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000012655 dated between 02-01-2025 and 02-28-2025

CHEQUE REGISTER

Printed: 9:24:22AM 03/11/2025

Page 2 of 2

Number	Issued		Amount	SC	Status	Status Date
0000012649	02/26/2025	Town of Ferryland	31,503.90	A/P	OUT-STD	02/26/2025
0000012650	02/26/2025	Tulk Tire & Service Ltd.	3,069.71	A/P	OUT-STD	02/26/2025
0000012651	02/26/2025	Wedgwood Insurance Limited	1,952.00	A/P	OUT-STD	02/26/2025
Total Issued (49):			\$733,615.96			
Total Voided (0):			\$0.00			
Grand Total:			\$733,615.96			
Number of Cheques Listed:			49			

EASTERN REGIONAL SERVICE BOARD

PAYROLL EXPENSE

FEB 2025

Payroll – Staff (<i>2 pay periods – 25 employees</i>).....	\$134,161.41
Payroll – Board (<i>18 members</i>)	<u>\$00,000.00</u>
Total Payroll (<i>25 employees</i>)	\$134,161.41
Payroll CRA Remittance	<u>\$48,944.02</u>
TOTAL GROSS PAYROLL	<u>\$183,105.43</u>

PREVIOUS MONTH

JAN 2025

Payroll – Staff (<i>2 pay periods – 25 employees</i>).....	\$144,973.68
Payroll – Board (<i>18 members</i>)	<u>\$00,000.00</u>
Total Payroll (<i>25 employees</i>)	\$144,973.68
Payroll CRA Remittance	<u>\$ 54,479.35</u>
TOTAL GROSS PAYROLL	<u>\$199,453.03</u>



Statement

Account Name:	EASTERN REGIONAL SERVICE BOARD	Card Number:	xxxx-xxxx-xxxx-3165
Company Name:	EASTERN REGIONAL SERVICE BOARD	Account Limit:	\$ 50,000.00
Employee ID:	CDROVER	Available Credit:	\$ 39,905.69
Statement Date (MM/DD/YYYY):	02/28/2025	Currency:	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	03/21/2025		

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

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

Statement Summary:

YOUR REWARDS

Rewards earned:	\$ 100.94
Rewards adjusted:	\$ 0.00
Total rewards earned:	\$ 100.94
Rewards balance year to date:	\$ 153.67

Annual cashback credit processed annually in January
Report any items which do not agree with your records within 30 days of the statement date.

Previous Balance:	\$ 5,273.86
Payments:	\$ -5,273.86
Adjustments:	\$ 0.00
Net Purchases:	\$ 10,094.31
Cash Advance:	\$ 0.00
Fees:	\$ 0.00
Other Charges:	\$ 0.00
New Account Balance:	\$ 10,094.31

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
Card Number xxxx-xxxx-xxxx-3165 EASTERN REGIONAL SERVICE BOARD					
02/18	02/18 576182820	AUTOMATIC PYMT RECEIVED	\$ -5,273.86	\$ 0.00	\$ -5,273.86
			TOTAL CREDITS	xxxx-xxxx-xxxx-3165	\$ -5,273.86
			TOTAL DEBITS	xxxx-xxxx-xxxx-3165	\$ 0.00
Card Number xxxx-xxxx-xxxx-3500 BUTT, KEVIN					
01/31	02/03 573719900	ISLAND HOSE AND FITTIN MOUNT PEARL NL	\$ 321.94 092659	\$ 48.29 (e)	\$ 370.23
01/31	02/03 573719899	STAPLES STORE #101 MOUNT PEARL NL	\$ 227.74 008271	\$ 34.16 (e)	\$ 261.90
01/31	02/03 573719898	COSTCO WHOLESALE W1324 ST. JOHN'S NL	\$ 159.93 000586	\$ 23.99 (e)	\$ 183.92
02/04	02/05 574213609	PARTS FOR TRUCKS MOUNT PEARL NL	\$ 682.76 022793	\$ 102.41 (e)	\$ 785.17

02/04	02/05 574213534	DOLLARAMA # 838 ST JOHN'S NL	\$ 4.00 079465	\$ 0.60 (e)	
02/04	02/05 574213535	NORTH ATLANTIC PETROLE WHITBOURNE NL	\$ 3.47 088544	\$ 0.52 (e)	\$ 3.99
02/05	02/06 574287958	ST. JOHNS MUNICIPAL C ST. JOHN'S NL	\$ 26.09 076509	\$ 3.91 (e)	\$ 30.00
02/05	02/06 574287959	NORTH ATLANTIC PETROLE WHITBOURNE NL	\$ 16.74 078602	\$ 2.51 (e)	\$ 19.25
02/20	02/24 577320673	CANADIAN TIRE #217 CARBONEAR NL	\$ 49.99 041850	\$ 7.50 (e)	\$ 57.49
02/22	02/24 577320674	COSTCO WHOLESALE W1324 ST. JOHN'S NL	\$ 34.99 072508	\$ 5.25 (e)	\$ 40.24
02/25	02/27 577913182	FOODLAND #9214 WHITBOURNE NL	\$ 3.38 047377	\$ 0.51 (e)	\$ 3.89
02/26	02/27 577913107	STAPLES STORE #101 MOUNT PEARL NL	\$ 22.99 029140	\$ 3.45 (e)	\$ 26.44
02/26	02/28 578066566	CANADIAN TIRE #333 ST JOHN'S NL	\$ 164.98 078092	\$ 24.75 (e)	\$ 189.73
02/26	02/28 578066567	CANADIAN TIRE #216 STJOHN'S NL	\$ 20.99 052092	\$ 3.15 (e)	\$ 24.14

TOTAL CREDITS	xxxx-xxxx-xxxx-3500	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-3500	\$ 2,000.99

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

02/01	02/03 573718708	INDEED CAI25-00019102 TORONTO ON	\$ 22.91 071629	\$ 3.44 (e)	\$ 26.35
02/06	02/06 574287960	STARLINK INTERNET HALIFAX NS	\$ 320.00 093516	\$ 48.00 (e)	\$ 368.00
02/07	02/10 574935264	REEFER REPAIR SERVICES MOUNT PEARL NL	\$ 2,127.20 033486	\$ 319.08 (e)	\$ 2,446.28
02/18	02/20 576567533	MARY BROWNS DIVISION NO. NL	\$ 41.05 078417	\$ 6.16 (e)	\$ 47.21

TOTAL CREDITS	xxxx-xxxx-xxxx-7456	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-7456	\$ 2,887.84

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

01/31	02/03 573719821	PORTER AIR TORONTO ON	\$ 928.12 084329	\$ 0.00	\$ 928.12
Passenger Name Jay Craig Drover					
01/31	02/03 573719897	ALAMO CANADA C2AL MISSISSAUGA ON	\$ 256.01 081995	\$ 0.00	\$ 256.01
02/12	02/13 575484167	CIVICINFO BC 250-383-4898 BC	\$ 780.19 042706	\$ 93.62 (e)	\$ 873.81
02/18	02/19 576436618	CPC / SCP 005444 TORBAY NL	\$ 21.01 069523	\$ 3.15 (e)	\$ 24.16
02/28	02/28 578066565	CIVICINFO BC 250-383-4898 BC	\$ 790.46 026804	\$ 94.85 (e)	\$ 885.31

TOTAL CREDITS	xxxx-xxxx-xxxx-3047	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-3047	\$ 2,967.41

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

02/19	02/21	CANADIAN TIRE #217 CARBONEAR NL	\$ 119.99	\$ 18.00 (e)	\$ 137.99
	576710784		032152		

TOTAL CREDITS	xxxx-xxxx-xxxx-4730	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-4730	\$ 137.99

Card Number xxx-xxxx-xxxx-4653 POWER, HOLLY

01/30	02/03	CAPITAL HOTEL ST. JOHN'S NL	\$ 869.40	\$ 0.00	\$ 869.40
	573719901		058176		
02/13	02/13	SOBEYS (A) ONLINE ORDE 902-752-8371 NS	\$ 81.71	\$ 12.26 (e)	\$ 93.97
	575484168		083655		
02/13	02/17	SOBEYS #320 ST. JOHN'S NL	\$ 5.73	\$ 0.86 (e)	\$ 6.59
	576043745		027400		
02/27	02/28	PORTER AIR TORONTO ON	\$ 765.11	\$ 0.00	\$ 765.11
	578066568		020924		
Passenger Name Holly Rebecca Power					

TOTAL CREDITS	xxxx-xxxx-xxxx-4653	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-4653	\$ 1,735.07

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

02/14	02/17	BOSTON PIZZA #914 OLM ST. JOHN'S NL	\$ 242.93	\$ 36.44 (e)	\$ 279.37
	576043744		073413		
02/17	02/18	ZOOM.COM 888-799-9666 SAN JOSE CA	\$ 21.49	\$ 3.22 (e)	\$ 24.71
	576269849		058185		
02/17	02/19	WWW.CANADIANTIRE.CA OAKVILLE ON	\$ 53.92	\$ 7.01 (e)	\$ 60.93
	576436619		073481		

TOTAL CREDITS	xxxx-xxxx-xxxx-0293	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-0293	\$ 365.01



CUSTOMER SERVICE:

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

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



PAYMENT INFORMATION:

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

If you are paying by mail:

Remember

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

A fee will be assessed against returned cheques.

® Registered trade-mark of Bank of Montreal.



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

TOWNS PAYMENT ACTIVITY 2025 - As of Mar 10, 2025											
(Towns include all incorporated towns and those LSDs who pay collectively)											
CustCode	Town/Local Service District	Number of Units	Number of Units x \$225.00	Prior Year (Credit) Arrears *	Fire Fees	Total Invoiced	Payments/ Adjustments	Arrears	Over 30 Days Past Due	Over 60 Days Past Due	Current Balance
LSDOF201	LSD of Georgetown	131	\$29,475	\$0		\$29,475	\$7,369	\$0	\$0	\$0	\$22,106
LSDOF202	LSD of Marysville	240	\$54,000	\$0		\$54,000	\$9,800	\$0	\$0	\$0	\$44,200
POUCH001	Pouch Cove	914	\$205,650	\$0		\$205,650	\$41,130	\$0	\$0	\$0	\$164,520
TOWN0001	Carbonear	2151	\$483,975	\$0		\$483,975	\$96,796	\$0	\$0	\$0	\$387,179
TOWN0003	Clarke's Beach	612	\$137,700	\$0		\$137,700	\$34,425	\$0	\$0	\$0	\$103,275
TOWN301	Come by Chance	118	\$26,550	\$0		\$26,550	\$5,310	\$0	\$0	\$0	\$21,240
TOWN302	Norman's Cove-Long Cove	333	\$74,925	\$0		\$74,925	\$15,033	\$0	\$0	\$0	\$59,892
TOWN303	Chapel Arm	253	\$56,925	\$0		\$56,925	\$11,385	\$0	\$0	\$0	\$45,540
TOWN304	Southern Harbour	184	\$41,400	\$0		\$41,400	\$8,280	\$0	\$0	\$0	\$33,120
TOWN305	Sunnyside	205	\$46,125	\$0		\$46,125	\$9,225	\$0	\$0	\$0	\$36,900
TOWN502	Chance Cove	151	\$33,975	\$0		\$33,975	\$6,795	\$0	\$0	\$0	\$27,180
TOWN503	Arnold's Cove	535	\$120,375	\$0		\$120,375	\$24,075	\$0	\$0	\$0	\$96,300
TOWN0203	Colliers	293	\$65,925	\$0		\$65,925	\$13,185	\$0	\$0	\$0	\$52,740
TOWN0205	Holyrood	1098	\$247,050	\$0		\$247,050	\$42,050	\$0	\$0	\$0	\$205,000
TOWN0401	Aquaforte	69	\$15,525	\$0	\$5,745	\$21,270	\$2,127	\$0	\$0	\$0	\$19,143
TOWN0402	Bay Bulls	640	\$144,000	\$0		\$144,000	\$14,243	\$0	\$0	\$0	\$129,757
TOWN0403	Cape Broyle	277	\$62,325	\$0	\$25,134	\$87,459	\$17,492	\$0	\$0	\$0	\$69,967
TOWN0404	Fermeuse-Kingman's Cove	179	\$40,275	\$0		\$40,275	\$40,275	\$0	\$0	\$0	\$0
TOWN0405	Ferryland	272	\$61,200	\$0		\$61,200	\$15,300	\$0	\$0	\$0	\$45,900
TOWN0407	Renews-Cappahayden	234	\$52,650	\$0		\$52,650	\$10,530	\$0	\$0	\$0	\$42,120
TOWN0408	St. Shott's	50	\$11,250	\$0		\$11,250	\$2,813	\$0	\$0	\$0	\$8,438
TOWN0410	Witless Bay	744	\$167,400	\$0		\$167,400	\$33,480	\$0	\$0	\$0	\$133,920
TOWN0411	Portugal Cove South	88	\$19,800	\$0		\$19,800	\$4,950	\$0	\$0	\$0	\$14,850
TOWN0504	Long Harbour-Mount Arlington Heights	197	\$44,325	\$0		\$44,325	\$8,865	\$0	\$0	\$0	\$35,460
TOWN0505	Fox Harbour	134	\$30,150	\$0		\$30,150	\$6,030	\$0	\$0	\$0	\$24,120
TOWN0507	St. Bride's	139	\$31,275	\$0		\$31,275	\$7,820	\$0	\$0	\$0	\$23,455
TOWN0508	Point Lance	47	\$10,575	\$0		\$10,575	\$2,644	\$0	\$0	\$0	\$7,931
TOWN0509	Branch	161	\$36,225	\$0		\$36,225	\$15,225	\$0	\$0	\$0	\$21,000
TOWN0510	Mount Carmel-Mitchell's Brook-St. Catherii	299	\$67,275	\$0		\$67,275	\$16,819	\$0	\$0	\$0	\$50,456
TOWN0511	St. Joseph's	107	\$24,075	\$0		\$24,075	\$6,019	\$0	\$0	\$0	\$18,056
TOWN0512	Admiral's Beach	82	\$18,450	\$3,280		\$21,730	\$2,173	\$0	\$0	\$0	\$19,557
TOWN0513	Gaskiers Point LaHaye	143	\$32,175	\$0		\$32,175	\$6,435	\$0	\$0	\$0	\$25,740
TOWN0514	Colinet	74	\$16,650	\$0		\$16,650	\$4,163	\$0	\$0	\$0	\$12,488
TOWN0515	Riverhead	113	\$25,425	\$0		\$25,425	\$2,520	\$0	\$0	\$0	\$22,905
TOWN0516	St. Mary's	236	\$53,100	\$0		\$53,100	\$10,620	\$0	\$0	\$0	\$42,480
TOWN0517	St. Vincents	220	\$49,500	\$0		\$49,500	\$9,900	\$0	\$0	\$0	\$39,600
TOWN0602	Heart's Delight-Islington	464	\$104,400	\$0		\$104,400	\$20,880	\$0	\$0	\$0	\$83,520
TOWN0603	Heart's Desire	139	\$31,275	\$0		\$31,275	\$6,255	\$0	\$0	\$0	\$25,020
TOWN0802	Bay de Verde	221	\$49,725	\$5,220		\$54,945	\$0	\$0	\$0	\$0	\$54,945
TOWN0811	Victoria	873	\$196,425	\$0		\$196,425	\$49,106	\$0	\$0	\$0	\$147,319
TOWN0812	Bay Roberts	2790	\$627,750	\$0		\$627,750	\$156,938	\$0	\$0	\$0	\$470,813
		16210	\$ 3,647,250	\$ 8,500	\$ 30,879	\$ 3,686,629	\$ 798,477	\$ -	\$ -	\$ -	\$ 2,888,152

2025 TOTAL OUTSTANDING INCORPORATED TOWNS	\$ 2,888,151.50
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PAD* Set up for pre-authorized debit payments

SPAR** Special Payment Arrangement in Place

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Trinity Bay South/Trinity Bay Center Waste Collection Contract Extension
MEETING DATE:	2025-03-26
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Director of Operations
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

Staff recommends the Board exercise its right to impose the first of two possible one-year extensions to the Trinity Bay South/Trinity Bay Center (TBS/C) contract beginning October 1, 2025.

MOTION ADOPTED ON JANUARY 29, 2025:

BE IT RESOLVED that the Board extend the Trinity Bay South/Trinity Bay Center multi-stream waste contract beginning October 1, 2025 for 12 months in the amount of \$318,435.00 including HST.

BACKGROUND/DISCUSSION:

- The Board awarded the Trinity Bay South/Trinity Bay Center (TBS/C) waste contract beginning October 1, 2022 for 36 months in the amount of \$955,305.00 including HST to the lowest bidder, T2 Ventures Inc.
- The contract provides for two possible one-year extensions.
- No extensions have been issued to date.
- Participating communities have agreed to the extension.
- The contractor, T2 Ventures Inc., communicated that:
 - "First of all, thank you for considering us for the optional one-year extension. Unfortunately, at the moment we are unable to accept this offer and therefore must decline."
- The Board has the sole option to issue an extension.

FINANCIAL CONSIDERATIONS:

- It is recommended the Board issue the extension due to the annual household cost that is \$109.03 including HST. This is the lowest current contract price for waste and recycling collection that the Board holds.
- This area consists of 2,920 properties and the current annual contract price is \$276,900.00 plus HST.
- The annual household cost for TBS/C is \$94.83 plus HST while the Board's highest annual household cost in Pouch Cove is \$196.28 plus HST. This is a difference of 107%.
- Both contract areas are serviced by T2 Ventures Inc.
- For waste contracts awarded to T2 Ventures Inc. in 2024, the average annual household cost was \$182.33 including HST or \$158.54 plus HST.

ADDITIONAL INFORMATION:

Below is an excerpt from the agreement with T2 Ventures for TBS/C:

Section 2.14: Contract

A contract shall be considered to be awarded upon receipt of a Letter of Acceptance by the Successful Bidder. Note there shall be no assignment of the Contract without the Corporation's approval.

The contract shall be for the total roadside collection and transportation and bulk collection and transportation for a period of 36 months – three stream. The Work shall commence on October 1, 2022 and shall terminate 36 months from that date. **The Contract may be renewed for up to two additional one-year periods at the Corporation's sole option and at the per month rate as outlined in the contract prices.** All Tender Prices shall be stated in 2022 dollars. There is no adjustment of contract prices for years 1 to 5, in this contract, so bid prices must reflect the Bidder's estimated inflation within the tender bid price. An additional Fuel Adjustment will be made on a monthly basis as per section 2.4.

The Corporation shall meet and review the Successful Bidder's performance on an annual basis. Should the Successful Bidder fail to meet the objectives set forth in the Contract, the Corporation shall have the right to terminate the remaining years of the contract.

ATTACHMENT(S):

- Email from T2 Ventures Inc. indicating that they decline acceptance of TBS/C contract extension.

From: [Christie Dean](#)
To: [Lynn Tucker](#)
Subject: FW: one year extension of Trinity Bay South / Trinty Bay Center Multi-Stream Waste Collection including Recycling and Bulk Pick up contract
Date: March 7, 2025 11:06:15 AM

From: Troy Head <stroyh@gmail.com>
Sent: March 7, 2025 10:57 AM
To: Christie Dean <cdean@ersbnl.ca>
Cc: Nick <nick_head@warp.nfld.net>
Subject: Re: one year extension of Trinity Bay South / Trinty Bay Center Multi-Stream Waste Collection including Recycling and Bulk Pick up contract

Hi Christie,

First of all, thank you for considering us for the optional one year extension.

Unfortunately, at the moment we are unable to accept this offer and therefore must decline.

Best regards,

Troy

On Fri, Mar 7, 2025 at 10:46 AM Christie Dean <cdean@ersbnl.ca> wrote:

Hello Nick,

The Trinity Bay South / Trinty Bay Center - Multi-Stream Waste Collection including Recycling and Bulk Pick up contract expires on September 30, 2025. ERSB intends to exercise its right to renew for the first of up to two additional one-year periods. In light of this can you provide the second 2025 bulk collection date for 2025. We would appreciate this information by 8am, March 11, 2025.

Thanks

ERSB customers and waste recovery facility users can now register to have our service alerts sent to them as they happen by text, voice or email. To register, visit our website or go to [Voyent Alerts](#).

Christie Dean

Director Operations

Eastern Regional Service Board

[255 Majors Path, Suite 3](#)

[St. John's, NL A1A 0L5](#)

Tel: 709.579.7960

<https://easternregionalserviceboard.com/>

****Everyone has a role in keeping our province clean and beautiful. At the Eastern Regional Service Board we're committed to delivering consistent, sustainable waste management services to thousands of people in eastern Newfoundland.**

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Draft Financial Statements for the Year Ended December 31, 2024
MEETING DATE:	2025-03-26
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:

It is recommended that the Board adopt the independent auditor's financial statements for 2024 as prepared by Harris Ryan Professional Corporation.

MOTION:

BE IT RESOLVED that the Board adopt the financial statements for the year ended December 31, 2024 prepared by Harris Ryan Professional Corporation as tabled.

BACKGROUND/DISCUSSION:

- The Board's independent external auditor, Harris Ryan, prepared the 2024 financial statements in accordance with Canadian Public Sector Accounting Standards (PSAS). The statements were audited in accordance with generally accepted Canadian auditing standards and an audit report accompanies the statements.
- At December 31, 2024 the Board's Current Assets total \$6.4 million and Liabilities total \$1.48M. Tangible Capital Assets are valued at \$5.1 million for an Accumulated Surplus of approximately \$10.3 million.
- There was an Annual Deficit of \$22,827 reported in 2024 which was acceptable given the additional expenses incurred in waste collection contract expenses due to the extraordinary events that occurred in Q1 2024.

ATTACHMENTS:

- Eastern Regional Service Board Financial Statements for the Year Ended December 31, 2024

EASTERN REGIONAL SERVICE BOARD
BRIEFING NOTE / REPORT

TITLE:	Household Hazardous Waste Events 2025 - Proposed Locations
MEETING DATE:	March 26, 2025
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Director of Operations
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

For information only.

MOTION:

N/A

BACKGROUND/DISCUSSION:

- In 2024 ERSB held mobile Household Hazardous Waste (HHW) collection events at ten (10) locations where 369 customers dropped off materials as below:

HHW Site	Number of Vehicles
Ferryland	10
St. Shott's	8
St. Joseph's	39
Branch	15
Whiteway	67
Norman's Cove-Long Cove	98
North Harbour	25
Fair Haven	14
Northern Bight (Hillview)	50
Little Heart's Ease	43
Totals	369

- The 2025 proposed locations (8) are:
 - Mount Carmel-Mitchell's Brook-St. Catherine's
 - St. Vincent's-St. Stephen's-Peter's River
 - Fermeuse-Kingsman's Cove
 - Bay de Verde
 - Heart's Delight-Islington
 - Long Harbour-Mt. Arlington Heights
 - Arnold's Cove
 - Northern Bight (Hillview)
- The proposed events for 2025 will take place in either June or September.
- In 2024, the events cost approximately \$8,000 each and for 2025 the anticipated cost is expected to be under \$80,000 for all events.
- Staff feel the proposed locations are spread over the Eastern region and cover those residents in more remote areas that have less access to the Extended Producer Responsibility (EPR) program drop-off sites as overseen by the MMSB.
- The transition from providing a cash stipend of \$1,000 to providing \$1,000 worth of equipment for the fire department or town was well received in 2024. Purchased items included: fire hoods, safety boots, fire hoses, and safety nozzles.
- As ERSB continues to:
 - Experience a reduction in the number of residents participating annually;
 - See the quantity of HHW materials collected at these events decrease each year;
 - And note that more and more drop-off sites are becoming available through the EPR programs, the ERSB should consider whether it's necessary to continue this program.
- The ERSB's mandate does not include HHW.
- Under the EPR approach, it is the manufacturers, importers, and distributors who are responsible for EPR program development; implementation and ongoing management (from MMSB website); therefore, it is no longer necessary for ERSB to continue to provide these events.
- The money currently spent providing the HHW events could be used to enhance another Board program.

ATTACHMENTS:

- n/a

Waste Management Operations Summary Report 2024

Waste Recovery Facilities:

Waste recovery facilities received material from approximately 34,400 clients. This is less than the number seen in 2023 which was 34,723, which was less than in 2022. Material received at the waste recovery facilities included; household appliances, furniture, electronics, residential construction material, tires, metal, shingles, floor coverings, propane tanks (20 lbs. or less) and branches.

Waste diversion activities included:

- 747.83 metric tonnes of metal were diverted to an approved metal recycler versus 759.1 metric tonnes in 2023. This is a decrease of 1.5%
- 9,236 tires, as accepted by the Used Tire Recycling Program of the MMSB, were diverted versus 10,666 in 2023. This is a decrease of 15.5%
- It is noteworthy that 5 tires, as accepted by the MMSB program, were removed from the Bell Island site.
- 184 pallets of electronic waste, as accepted by the Recyclable My Electronics Program of the Electronic Products Recycling Association (EPRA) versus 201 in 2023. This is a decrease of 9%

In 2024: 5,178,350 kg of bulk/oversized waste and 1,612 non-MMSB tires were transferred from the waste recovery facilities to the Regional Waste Management Facility located at Robin Hood Bay for disposal in the landfill.

In 2023: 7,989,110 kg of bulk/oversized waste was transferred from the waste recovery facilities to the Robin Hood Bay landfill for disposal.

It is notable that the Board incurred additional expenses of \$20,500 in 2024 to maintain operations at the Bell Island Waste Recovery Facility due to ongoing vandalism at the facility. This is not sustainable or fiscally responsible.

Please note that the Bell Island and Cavendish locations closed for the winter season on December 16, 2024, and these sites are planned to re-open on Saturday, April 5, 2025.

HHW (Household Hazardous Waste) Events:

Ten (10) events were held in 2024. The 2024 events resulted in 369 residents (62% less than 2023) disposing of their HHW materials. The materials collected included:

- 3,704 L of liquid HHW;
- 14.75 paint boxes and lab packs (approximately 3,650 L of paint);
- 952 kg of batteries;
- 261 compressed gas tanks; and,
- 160 fluorescent light bulbs

The transition from providing each participating volunteer fire department with a \$1,000 stipend to providing \$1,000 worth of equipment for the fire department or community was well received. The items

purchased by ERSB for the Fire Departments included: fire hoods; safety boots; fire hoses; and safety nozzles.

As more and more drop-off locations are identified through the Extended Producer Responsibility (EPR) programs as overseen by the MMSB, the ERSB should consider whether to continue with the HHW program. The ERSB's mandate does not include HHW, and the money currently used to provide these events could be used to enhance or develop another program.

Seventeen (17) HHW events were held in 2023. The 2023 events resulted in 599 residents disposing of this HHW material. The materials collected in 2023 included:

- 9,087 of liquid HHW;
- 28.75 paint boxes (approximately 6,098 L of paint);
- 1448 kg of batteries;
- 466 compressed gas tanks;
- 366 fluorescent light bulbs; and,
- 2 kg of prescription drugs.

Curbside Collections:

Summary of contracted areas in 2024:

Area
Bay de Grave
Conception Bay Center
Smith Sound Area
Isthmus Area
Southern Shore
Trinity Conception North
Trinity Bay South/Center
Southwest Avalon and Placentia Bay
Carbonear and Area
Pouch Cove
Bay Roberts

With a total of **25,886 properties.**

Bulk/Oversized Waste Collection by Appointment - Pilot:

	Contracted + tip fee costs	per HH Contracted + tip fee costs
Bulk Cost 2024*	\$154,831.90	\$17.22/HH
Curbside cost for same areas 2024*	\$2,062,239.98	\$229.36
Bulk incl with curbside collection**	\$2,217,071.88	\$246.58

*Does not include HST or staff costs

*Contracts included: Pouch Cove, Bay de Grave, Smith Sound, Carbonear, Conception Bay Center, Trinity Conception North (ERSB provided bulk 2024)

**Contracts included: Southern Shore, Trinity Bay South/Center, and Isthmus Area

In 2024, the per household cost of the regional waste collection for areas that had separate bulk contracts was \$229.36. These areas include Pouch Cove, Bay de Grave, Smith Sound, Carbonear and Conception Bay Center.

For those areas under former contracts such as Isthmus Area, Southern Shore, Trinity Bay South/Center, the annual household costs were \$154.37. The bulk collection is included in the regional waste collection contracts and bulk is collected with regular garbage; therefore, it is not possible to compare the tonnages for the waste collected in these areas.

Community Cleanup Events:

There were ten (10) events in 2024 compared to thirteen (13) in 2023. A decrease of 30%.

Clarenville Transfer Station:

In 2024, 5,291,390 kg of waste and 425,110 kg of recycling (O.C.C. (old, corrugated cardboard) = 255,980 kg; blue bags = 169,130 kg; metals = 85,040 kg) were received at the commercial portion of the facility.

It required 263 trips from the Clarenville Transfer Station to Robin Hood Bay to transport materials for disposal under the Certificate of Approval for Waste Hauler A-WMS-23-006-003.

For comparison purposes in 2023, 4,969,730 kg of waste and 458,368 kg of recycling (O.C.C. = 318,318 kg; blue bags = 140,050 kg; metals = 55,360 kg) were received at the commercial portion of the facility.

This required about 248 trips to Robin Hood Bay to transport this material for disposal.

Prepared by:
Christie Dean
Director of Operations

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Board of Directors Professional Development 2025
MEETING DATE:	2025-03-19
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Lynn Tucker, Chief Administrative Officer
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

It is recommended that the Board participate in the FCM Annual Conference and Trade Show taking place in Ottawa, May 29-June 1, 2025.

MOTION:

BE IT RESOLVED that the Board participate in the Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show 2025 taking place in Ottawa, May 29-June 1, by sending the Chair, CAO and two Directors.

BACKGROUND/DISCUSSION:

- The Eastern Regional Service Board (the Board) budgeted \$30,000 for the professional development of members for 2025.
- For 2024, the Board used 11% of its budget for professional development.
- The Board participated in the FCM Conference and Trade Show in 2024 by sending the Chair, CAO and one Director.
- The recommendation is to participate in the FCM Conference and Trade Show again this year.
- The Board has decided that it will not participate in any professional development taking place in the United States for 2025.
- **Any board member who may be interested in attending the FCM Conference and Trade Show in Ottawa should send their expression of interest along to the CAO as soon as possible or by the end of day on April 4th.**

EASTERN REGIONAL SERVICE BOARD

PROFESSIONAL DEVELOPMENT OPPORTUNITIES 2025

1A	ICMA Local Government Reimagined	Denver, CO, USA	Feb 26-28
1B	ICMA Local Government Reimagined	Milwaukee, WI, USA	April 2-4
2	SWANA Northern Lights Chapter Conference	Winnipeg, MB	June 11-13
3	Waste Expo 2025 Conference	Las Vegas, NV, USA	May 5-8
4	3 rd International Conference on Environmental Sustainability Through Waste and Recycling	Houston, TX, USA	April 23-25
5	Canadian Waste to Resource Conference	Niagara Falls, ON	June 17-18
6	FCM Annual Conference & Trade Show 2025	Ottawa, ON	May 29 – Jun 1
7	FCM Sustainable Communities Conference	N/A	N/A
8	SWANA Atlantic Chapter Conference	Dartmouth, NS	May 28-30
9	2 nd World Congress on Recycling and Waste Management	Zurich, Switzerland	June 9-10
10	SWANA RCon 2025	Columbus, OH, USA	Nov 12-15
11	Canadian Stewardship Conference (EPR)	TBD in 2026	2026

SWANA (Solid Waste Association of North America) CANADA ANNUAL CONFERENCE NEXT CONFERENCE 2026

2. SWANA Northern Lights Chapter

June 11-13, 2025 - Winnipeg, MB

Agenda:

JUNE 11, 2025

10:00am - 6:00pm Registration Opens

9:15am - 12:00pm Tour #1 – Brady Road Resource Management Facility

This comprehensive tour includes the 4R Depot, Leachate Tank, LFG System, Leaf & Yard Waste compost pad, and a New Cell is planned to be under construction at this time. This will be a Full Facility tour!

9:30am - 12:00pm Tour #2 – Metal Recycling

12:00pm - 1:00pm Lunch – on your own

1:00pm - 4:00pm Tour #3 – Forks Zero Waste Tour: A walking tour of The Forks at the junction of the Red and Assiniboine rivers. Tour their on-site Target Zero initiatives, including a staffed food hall sorting station, BioVator in-vessel composter, fruit orchard, biofuel filtering station and the Oodena Celebration Circle that pays homage to the 6,000 years of Indigenous peoples in the area.

1:00pm - 5:00pm Tour #5 – Canadian Museum for Human Rights

Welcome to the only Museum entirely devoted to human rights for all. Join a journey like no other and experience human rights stories from Canada and around the world.

1:15pm - 4:15pm Tour #4 – Recycling Tour including mattresses, electronics & tires recycling

Mother Earth – Winnipeg’s first and ONLY Mattress recycling facility. Learn how they separate mattresses into fabric, foam, metal and wood – all of which can be recycled! Mother Earth now accepts all electronics for recycling as well! Learn more about electronics recycling.

Reliable Tire/WOW Rubber – Reliable Tire is proud to be Manitoba’s only premier vertically integrated tire recycler that converts tires to products such as molded goods, rubber mulch for the landscaping industry, blast mats for construction and more! From home and garden to sports and recreation, WOW Rubber is committed to making high-quality products made from recycled rubber tires.

5:00pm - 6:00pm YP Event

6:00pm - 9:00pm Opening Reception

JUNE 12, 2025

8:00am - 5:00pm **Registration**

8:00am - 9:00am **Breakfast**

9:00am-9:15am **Conference Opening**

9:15am - 10:00am **Keynote: Where is the Babe Ruth of the Energy Transition?** Tej Gidda, A GHD PRINCIPAL, Global Leader – Future Energy, GHD

10:00am - 10:30am **Tradeshow Opening and Networking Break**

10:30am - 11:45pm **Concurrent Sessions:**

Small Town Heroes – Small & Remote Community Waste Management – Session 1A

Moderator: Carmen Anseeuw

- **Lessons from Remote Waste Management in Canada: Insights from Nunavut, Nunatsiavut, and Northern Manitoba** – Mario Poveda, Dillon Consulting
- **Reality Check: Waste Management in Indigenous Northern Communities** – Julian Russell, Sambaa K’e First Nation

PFAS – The Forever Foul – Session 1B Moderator: TBA

- **How worried should I be about PFAS?** – Dr Joe Ackerman, Biosystems Engineering, University of Manitoba
- **Managing (PFAS) in Landfill Leachates: Current Challenges and the Path Forward in Treatment and Regulation** – MD Tanvir Hasnine, University of Manitoba
- **Evaluation of Destructive PFAS Technologies for Contaminated and Concentrated Treatment Residuals – A Technical Review of Existing Technologies** – Tim Abbott, AECOM

Up to Bat? Waste and Recycling Programs – Session 1C Moderator: TBA

- **High-rises to ground-floor suites: The ups and downs of introducing three-stream source separation to apartments and condos** – Vahid Rashidi, City of Edmonton
- **If you Build it, they will Come: A Story of Community Food Waste Drop off Stations** – Ash Raichura, City of Winnipeg, and Amanda Wolfe, Compost Winnipeg
- **Revealing The Value of Waste Audits** – Shaun Spalding, Environmental Consulting Solutions

11:45am - 12:45pm **Lunch**

12:45pm - 1:30pm **Annual General Meeting of the SWANA Northern Lights Chapter**

1:30pm - 2:45pm **Concurrent Sessions**

The Defensive Line – from Leachate to Liners – Session 2A Moderator: TBA

- **Feedback on the long-term integrity of Multi-linear drainage geocomposites installed on landfill final covers after 10 and 12 years of operation** – Stephan Fourmont, Afitec-Textel Geosynthetics inc.
- **Willows at Work: A Phytotechnology 101 for Leachate Management** – John Lavery, Ramo Western Division (Bionera Resources)
- **Waste Closure Solutions with Geosynthetics & Renewable Energy** – Vincent Diviacchi, AGRU America, Inc

Keep the Ball in Play – Circular Economy in Action – Session 2B

- **Consistent data collection and reporting: The role of standards in the circular economy** – Christina Seidel, sonnevera international corp. & Iris Monner, CSA Group
- **Redefining Packaging: Advancing Mycelium-Based Materials for a Sustainable Future** – Chen Li & Dr. Qiuyan Yuan, University of Manitoba

Old Gear, New Game – Reuse and Repair Programs – Session 2C

This session will look at programs that reduce materials entering our landfills including reuse centers, repair options and best practices.

2:45pm - 3:15pm **Networking Break** in Tradeshow

3:15pm - 4:30pm **Concurrent Sessions**

Power Plays – Landfill Gas – Session 3A

Moderator: TBA

- **Surface Emissions Monitoring Technology Comparison: City of Vancouver Landfill** – Hanna Musslick, City of Vancouver
- **Landfill Gas Regulations and the Canadian Solid Waste Industry – making for strange bedfellows?** – Michel Lefebvre, Tetra Tech

Covering Your Bases – Insurance in WM Industry – Session 3B Moderator: TBA

- **Extinguishing E-Waste Fires: A Collaborative Approach** – Spencer de Klerk, City of Edmonton
- **Navigating the Insurance: Improving your risk profile** – Adam Fowler, Lloyd Sadd

Climate Change – Session 3C Moderator: TBA

- **Climate Change Risk Management for Landfills** – Juliana Tang, Associated Engineering Alberta Ltd.

5:00pm - 6:00pm **Tradeshow Reception** *End your day of learning by networking with your colleagues and exhibitors.*

6:30pm - 10:00pm Banquet and Entertainment: **Jersey Night – Wear Your Favourite Jersey.** *Like a Tailgate, but Without the Parking Lot*

JUNE 13, 2025

8:00am - 9:00am **Breakfast**

9:00am - 10:15am **Concurrent Sessions**

Stop, Drop, and Landfill – Landfill Fires – Session 4A Moderator: TBA

- **Subsurface Fire at a Subarctic Landfill** – Chris Vaughn, City of Yellowknife

“Tackling” Food Waste – Organics – Session 4B Moderator: TBA

- **Innovative Waste-to-Energy Approaches to Combat GHG Emissions in Northern Canada** – Noemie De Vuyst, FCM
- **Compost Facility Commissioning: Practical Considerations for Industrial Facilities** – Mark Molesky, City of Lethbridge
- **We have built it – will they come?** – Alex Singbeil, Catapult Environmental

Building a Winning Team – Staff/Management – Session 4C Moderator: TBA

- **Pizza doesn't pay the bills: toward more meaningful staff recognition in a difficult economy** – Matt Rawluk, Claystone Waste Ltd.
- **Supporting Decision-Making and Driving Continuous Improvement: Emerging Performance Management Frameworks and Metrics** – Tessa Vlaanderen, Dillon Consulting

10:15am - 10:45am **Exhibit Viewing and Refreshment Break**

10:45am - 11:45am **Keynote Speaker "You say it can't be done? Watch Me!!"**

- Michelle Sawatzky-Koop, Canadian Olympian and co-founder of Heroes in our Midst podcast
- 12:00pm - 1:00pm **Farewell Lunch & Closing Remarks**

Will this conference be beneficial to the Board?

6. **FCM (Federation of Canadian Municipalities) ANNUAL CONFERENCE & TRADE SHOW 2025**

May 29-June 1, 2025 – Ottawa, ON

Agenda: To be determined

Join elected officials from coast to coast to coast for FCM's 2025 Annual Conference and Trade Show and Canada's largest pan-Canadian gathering of elected officials.

Through our thoughtfully chosen activities and programming, AC 2025 will help you foster connections with your peers, partners and federal representatives while providing you with the tools and insights you to address challenges and embrace new opportunities for municipal success.

More information coming soon!

Will this conference be beneficial to the Board?

8. **SWANA Atlantic Chapter Conference**

May 28-30, 2025 – Dartmouth, NS

Agenda: To be determined.

Time & Location

May 28, 2025, 1:30 p.m. – 3:00 p.m.

Sustane Technologies Facility - Chester, 25 RAINBOW Dr, Chester, NS B0J 1J0, Canada

About the event

Registrants to the Atlantic Canada SWANA - May Technical Summit are invited to attend the technical tour for free. RSVP Required.

Today, Sustane Technology works with governments and industry to transform garbage, single-use and end-of-life plastics into fuels and fertilizers as well as engineered feedstocks for virgin plastic production and renewable natural gas (RNG).

It is a made-in-Canada, carbon negative solution to revolutionize municipal waste management and materially reduce greenhouse gas emissions.

May 29 2025:

Time & Location

May 29, 2025, 10:00 a.m. – May 30, 2025, 12:00 p.m.

Delta Dartmouth Hotel, 240 Brownlow Ave, Dartmouth, NS B3B 1X6, Canada

About the event

Don't Miss this Opportunity!

May 29 and 30, 2025

Planning is underway for the 2025 Atlantic Canada Chapter of the Solid Waste Association of North America's Technical Summit. It is set for May 29th and 30th, 2025, with the opportunity for a bonus tour on Wednesday May 28th.

This day and a half event is designed for solid waste professionals, government officials, municipal managers as well as private sector partners from across Atlantic Canada and beyond. This summit is an opportunity to share ideas, network in person and learn about new trends and technologies within our industry.

Will this conference be beneficial to the Board?

Revised MARCH 12, 2025

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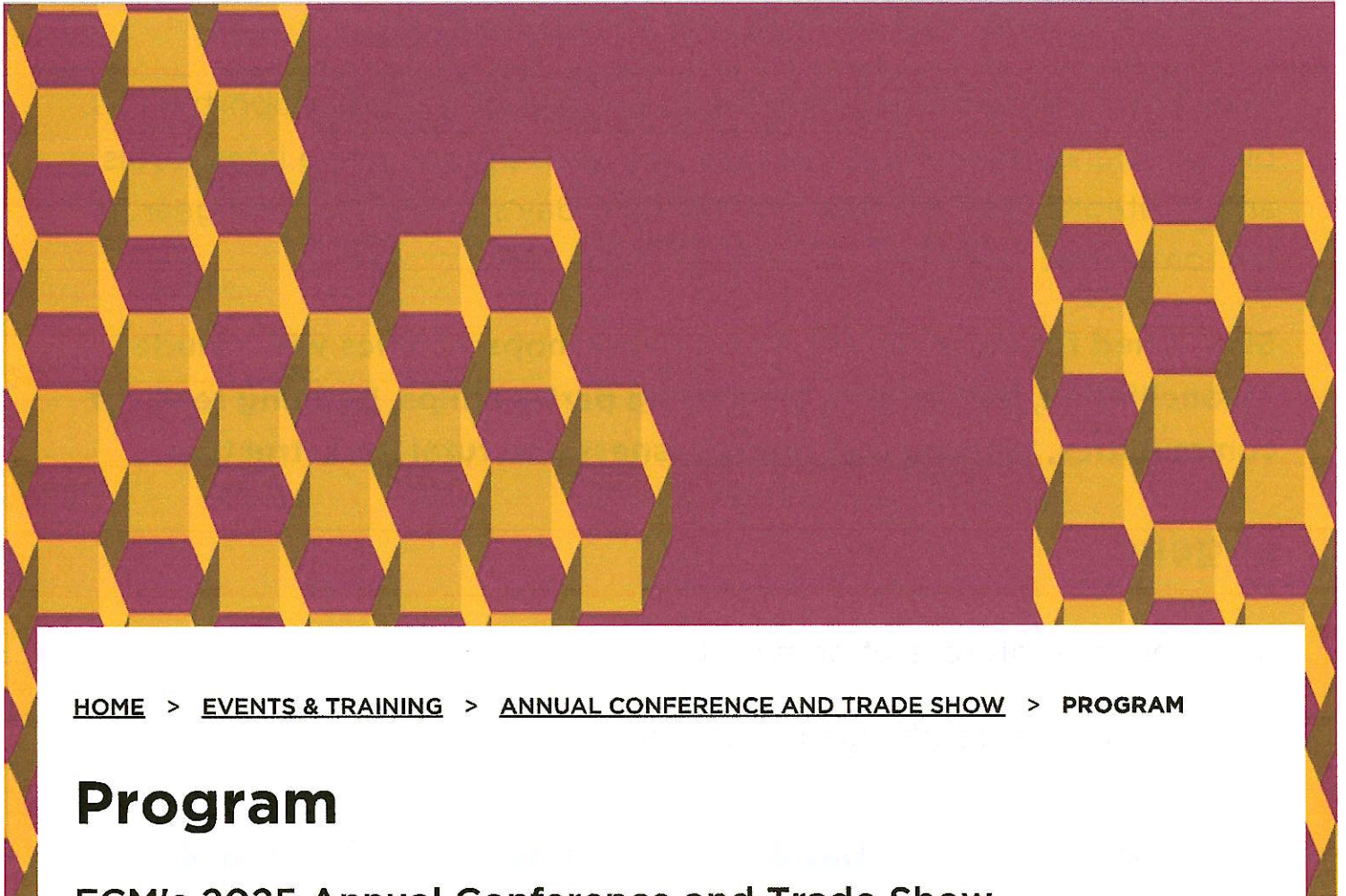
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[HOME](#) > [EVENTS & TRAINING](#) > [ANNUAL CONFERENCE AND TRADE SHOW](#) > [PROGRAM](#)

Program

FCM's 2025 Annual Conference and Trade Show



[Welcome](#)

[Program](#)

[Trade Show](#)

[Registration](#)

[Plan your trip](#)

Get ready for an unforgettable experience in Ottawa at **FCM's 2025 Annual Conference and Trade Show from May 29 to June 1, 2025.**

This year's event features a dynamic program filled with workshops, inspiring keynote speeches and a wide range of study tour options designed to make your participation truly rewarding.

Dive into a packed schedule offering a range of learning opportunities, plenaries and networking sessions, and gain access to the latest tools and strategies that will help you tackle today's challenges and gear up for tomorrow.

Stay tuned for more details on our workshops – topics will include reconciliation, bail reform, leveraging partnerships, building resilient communities, housing and homelessness and rural infrastructure.

Legend

Simultaneous interpretation = (S/I)

Program subject to change without notice.

Day 1	Day 2	Day 3	Day 4
Thursday, May 29			
8 a.m.–3 p.m.	Exhibitor registration and move-in		
8 a.m.–4:30 p.m.	Indigenous market		
10 a.m.–12 p.m.	Workshops (S/I)		
10:30 a.m.–3:30 p.m.	Study tours		
12–1:30 p.m.	FCM Collective Luncheon <i>Presented by the Association of Consulting</i>		

Day 1	Day 2	Day 3	Day 4
	<i>Engineering Companies</i>		
1:30–3:30 p.m.	Workshops (S/I)		
5–7 p.m.	Mayor's welcome reception & Tradeshow opening <i>Presented by Canadian Telecommunications Association</i>		
Friday, May 30			
6–7 a.m.	<i>Allons-y! Wellness Challenge Presented by YMCA Canada</i>		
7–8 a.m.	Breakfast		
7 a.m.–6 p.m.	Trade Show <i>Presented by Canadian Telecommunications Association</i>		
7 a.m.–6 p.m.	Registration		
8–9 a.m.	Opening ceremony <i>Presented by Destination Canada</i>		
9–9:30 a.m.	Political keynote		
9 a.m.–4:15 p.m.	Companion tours		
9:30–10 a.m.	Coffee break		
10–11 a.m.	Opening plenary <i>Presented by Egg Farmers of Canada, Chicken Farmers of Canada, Turkey Farmers of Canada, Canadian Hatching Egg Producers and Dairy Farmers of Canada</i>		
11–11:30 a.m.	Political keynote		

Day 1	Day 2	Day 3	Day 4
11:30 a.m.–1:30 p.m.	Lunch <i>Presented by Lidstone & Company</i>		
1–4:30 p.m.	Study tours		
1:30–4 p.m.	Municipal Den		
1:30–2:30 p.m.	Workshops (S/I)		
1:30–2:30 p.m.	Ask the Experts <i>Presented by Destination Canada</i>		
2:30–3 p.m.	Coffee break		
3–4 p.m.	Workshops (S/I)		
3–4 p.m.	Ask the Experts (S/I) <i>Presented by Intact</i>		
4:30–6:15 p.m.	Francophone Reception <i>Presented by Intact</i>		
6:15–9 p.m.	Rural, Northern and Remote Reception <i>Presented by CN</i>		
Saturday, May 31			
6–7 a.m.	<i>Allons-y! Wellness Challenge</i> <i>Presented by the YMCA</i>		
7–8 a.m.	Breakfast		
7 a.m.–6 p.m.	Trade Show <i>Presented by Canadian Telecommunications Association</i>		
7 a.m.–6 p.m.	Registration		

Day 1	Day 2	Day 3	Day 4
8-8:30 a.m.	Political keynote		
8:30-9:30 a.m.	Resolutions plenary		
9 a.m.-4:15 p.m.	Companion tours		
9:30-10 a.m.	Coffee break		
10-11 a.m.	Political keynote		
10:30-11:30 a.m.	Rural plenary <i>Presented by Rogers Communications</i>		
11:30 a.m. -1:30 p.m.	Lunch <i>Presented by NWMO</i>		
1-5 p.m.	Study tours		
1:30-2:30 p.m.	Workshops (S/I)		
1:30-2:30 p.m.	Ask the Experts <i>Presented by Egg Farmers of Canada, Chicken Farmers of Canada, Turkey Farmers of Canada, Canadian Hatching Egg Producers and Dairy Farmers of Canada</i>		
2:30-3 p.m.	Coffee break		
3-4 p.m.	Workshops (S/I)		
3-4 p.m.	Ask the Experts <i>Presented by CUPE</i>		
4:30-5:45 p.m.	Women's Reception <i>Presented by Canadian Labour Congress</i>		

Day 1	Day 2	Day 3	Day 4
5:45–8 p.m.	Canadian Union of Public Employees (CUPE) Reception		
Sunday, June 1			
6–7 a.m.	<i>Allons-y! Wellness Challenge Presented by YMCA Canada</i>		
7–8 a.m.	Breakfast		
8–9:30 am	Awards, Table Officers' elections & AGM		
9 a.m.–4:15 p.m.	Companion tours		
9:30 a.m.–10 a.m.	Coffee break		
10–11:30 a.m.	Selection of candidates for Board of Directors		
11:30 a.m.–1:30 p.m.	Lunch		
1–3 p.m.	Study tours		
1:30–2 p.m.	AGM and ratification of 2025–2026 Board Directors		
2–3 p.m.	Closing plenary <i>Presented by CSA Group</i>		
5:30–11 p.m.	Host city's closing gala <i>Presented by Intact</i>		



ATLANTIC CANADA CHAPTER

2025 TECHNICAL SUMMIT

MAY 28 TO 30, 2025

DELTA DARTMOUTH BY MARRIOTT

240 BROWNLOW AVENUE, DARTMOUTH NS

WWW.ATCANSWANA.ORG



Program of Events

Tentative - Subject to Change

Wednesday May 28th - Tour Opportunity!

1:30pm - Sustane Technologies Inc. works with governments and industry to transform garbage, single-use and end-of-life plastics into fuels and fertilizers as well as engineered feedstocks for virgin plastic production and renewable natural gas (RNG).

Location: 25 Rainbow Drive, Chester NS

Thursday May 29th

Park Centre Ballroom, Delta Dartmouth

9:30 AM - Registration and Refreshments

10:15 AM - Welcoming Remarks

Darlyne Proctor, Executive Director, Atlantic Canada Chapter of SWANA

10:30 AM - Otter Lake Landfill Compliance and Communication Plan

Jordan Vallis and Kirk Symonds, Halifax Regional Municipality

11:00 AM - Bears and Waste - Incidents and Management Options

Tricia Fleming, NS Department of Natural Resources

11:30 AM - Halifax C&D Recycling Diversion Initiatives and Successes

Bev Connell, Halifax C&D Recycling

12:00 PM - Lunch

1:00 PM - EPRA National Perspective and Atlantic Canada Initiatives

Maylia Parker, EPRA

1:30 PM - NACTR Programs and Initiatives

Charlotte Genge, National Association for Charitable Textile Recycling (NACTR)

2:00 PM - Cleanfarms - Diverting Waste from the Agricultural Industry

Lyndsay d'Entremont, Cleanfarms Inc.

2:30 PM - Nutrition Break





Program of Events

Tentative - Subject to Change

Thursday May 29th (cont.)

Park Centre Ballroom, Delta Dartmouth

3:00 PM - Carbon Footprints of Food & Food Movements in the ICI Sector

Dr. Gordon Price, Dalhousie University

3:30 PM - Feed Nova Scotia - Reducing Food Waste and Improving Lives in NS

Justin Green, Feed Nova Scotia

4:00 PM - Day 1 - Closing Remarks

Networking Opportunity

7:00 PM & Onwards! - Stop by the **Pitch and Pivot** in the lobby of the hotel for a casual opportunity to connect with colleagues.

Friday May 30th

Park Centre Ballroom, Delta Dartmouth

8:00 AM - Hot Buffet Breakfast

9:00 AM - Divert NS - Funding Innovation and Diversion with DirectionNS Council

Sasha Barnard, Divert NS

9:30 AM - Specialty GPS Equipment for the Waste Sector

Tim Jones, Carlson Equipment

10:00 AM - Sustane Technologies - Transforming Waste Products into Fuel

Kevin Cameron, Sustane Technologies

10:30 AM - Nutrition Break





Program of Events

Tentative - Subject to Change

Friday May 30th(cont.)

Park Centre Ballroom, Delta Dartmouth

11:15 AM - Circular Materials - Atlantic Canada Status Update

Andrew Philopoulos, Circular Materials

11:45 AM - Trends and Issues in the Recycling Industry

Norm Mensour, Scotia Recycling

12:15 PM - Closing Remarks

Nicole Haverkort, President, Atlantic Canada Chapter of SWANA

Thank you to our generous sponsors!



Atlantic Used Oil
Management Association



EASTERN REGIONAL SERVICE BOARD
BRIEFING NOTE / REPORT

TITLE:	Joint Councils Update
MEETING DATE:	2025-03-26
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Holly Power, Board Clerk and Outreach Coordinator
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

No recommended action. For information purposes only.

MOTION:

N/A

BACKGROUND/DISCUSSION:

- The Southern Shore Joint Council (SSJC) last met on Thursday, March 6th.
 - The lack of broadband and cellular service continues to be discussed as a major issue in the area. The Chair had a meeting with Bell Aliant and reported the conversation to the Joint Council without a lot of information to go on. A meeting with MNL, other Joint Council representatives, Newfoundland community leaders, and Minister Gudie Hutchings, MP, was scheduled to take place the following week and will be reported on at the next Joint Council meeting.
 - The Joint Council plans to compose a letter for their MHA and MP to request a meeting to discuss the matter further.
 - The SSJC is scheduled to meet again on Thursday, April 10th.
- The Northeast Avalon Joint Council (NEAJC) continues to meet on the second Wednesday of every month with their last meeting held Wednesday, March 12th.
 - The NEAJC had presentations from Metrobus and the Royal Newfoundland Constabulary Association. A regional transit system has been a priority topic as it affects all communities involved. Tourism, accessibility, retaining and recruiting residents, are all points to consider when working with stakeholders. The Joint Council agreed to write a letter to the Provincial Government to lobby for further funding for a regional transit system.

- A year-end social/BBQ has been scheduled for June 19th's meeting before breaking for summer months and awaiting the municipal election.
- 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.

From: [Will Hilliard](#)
To: [Lynn Tucker](#)
Subject: FW: Constituent Inquiry-Hr. main-Hodgewater Line
Date: March 7, 2025 11:36:43 AM
Attachments: [image001.png](#)

Done.

From: Will Hilliard
Sent: March 7, 2025 11:35 AM
To: Reception <reception@ersbnl.ca>
Subject: FW: Constituent Inquiry-Hr. main-Hodgewater Line

Nicole,

**Pls remove top and bottom portions as usual and email from our info@
account to: loriclouston@gov.nl.ca at MHA Ottenheimer's office.**

Much appreciated, thank you.

Will

Dear Lori,

Thank you for reaching out on behalf of Helen Ottenheimer, MHA, and for sharing this inquiry from a resident of Hodgewater Line. We appreciate the opportunity to provide more information about our services.

The Eastern Regional Service Board (ERSB) is committed to delivering reliable and cost-effective waste collection services to over 27,000 properties each week. Operating under the Regional Service Boards Act, 2012, and the Eastern Regional Service Board Regulations, we serve 10 waste collection areas, spanning the Avalon Peninsula north to Smith Sound, Trinity Bay. This cost-shared approach helps us maintain high service standards while keeping costs as low as possible for all residents.

While we understand that waste collection schedules may not always align perfectly with every resident's needs, our collection schedules are based on regional service requirements to ensure fairness, efficiency, and affordability. Custom collection schedules cannot be accommodated, as they would significantly increase costs for all customers. Our mandate is to provide consistent waste collection services across all areas, ensuring equal access for all residents.

Hodgewater Line's designated Friday collection day is strategically aligned with optimizing collections in the broader Conception Bay area, including Carbonear, Bristol's Hope, Clarke's

Beach, and the Port de Grave Peninsula. This strategic scheduling approach is used across the region to help our contractors optimize resources, maximizing efficiency and ultimately keeping collection fees affordable for everyone. All contracts awarded by ERSB comply with provincial legislation, including the Public Procurement Act, and annual collection fees are structured to sustainably cover the cost of waste collection on a regional level.

We appreciate you reaching out and hope this provides clarity. For more information on our policies and services, please visit our website: <https://easternregionalserviceboard.com>. Please feel free to reach out if you have any further questions.

Sincerely,
Operations Department
EASTERN REGIONAL SERVICE BOARD

From: Clouston, Lori <LoriClouston@gov.nl.ca>
Sent: March 6, 2025 3:32 PM
To: Holly Power <hpower@ersbnl.ca>
Cc: Christie Dean <cdean@ersbnl.ca>
Subject: RE: Constituent Inquiry-Hr. main-Hodgewater Line

Thank you so much Holly.
I appreciate you.
Lori

Lori Clouston



*Constituency Assistant to
Helen Conway Ottenheimer, MHA
Harbour Main District*

*t: 709-229-0160 f: 709-229-0169
e: loriclouston@gov.nl.ca*

*402 Conception Bay Highway
PO Box 129
Holyrood, NL, A0A 2R0*

From: Holly Power <hpower@ersbnl.ca>
Sent: Thursday, March 6, 2025 3:30 PM
To: Clouston, Lori <LoriClouston@gov.nl.ca>
Cc: Christie Dean <cdean@ersbnl.ca>
Subject: RE: Constituent Inquiry-Hr. main-Hodgewater Line

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Lori,

I've copied our Director Operations, Ms. Christie Dean on this email, she'll be able to provide you some insight.

Thanks for reaching out,
Holly

HOLLY POWER

EASTERN REGIONAL SERVICE BOARD

Board Clerk | Outreach Coordinator

255 Majors Path, Suite 3, St. John's, NL A1A 0L5

O. 709-579-7960 | F. 709-579-5392 | hpower@ersbnl.ca | www.easternregionalserviceboard.com



From: Clouston, Lori <LoriClouston@gov.nl.ca>
Sent: March 6, 2025 3:27 PM
To: Holly Power <hpower@ersbnl.ca>
Subject: Constituent Inquiry-Hr. main-Hodgewater Line

Good afternoon Holly,

Not sure if you are able to assist with this or not, but maybe you can provide direction on who we can contact.

MHA Conway Ottenheimer has received an inquiry from a cabin owner on Hodgewater Line.

Mr. _____ has advised us that he pays \$240 per year, which should be noted he is okay with this fee.

The schedule for the garbage collection on Hodgewater Line (cabin country) at one point was on Tuesdays, which worked well considering that it is cabin country.

The current schedule for collection is now on Fridays.

Mr. has explained that most cabin owners go to their cabins on Fridays and leave on Sundays. Hence, they put their garbage out on Sundays.

As you can imagine this is now becoming an eyesore and Mr. is seriously concerned with the attraction of rats & rodents that this garbage is attracting.

Who do we need to speak with about having the schedule adjusted or changed for a more suitable collection day other than Fridays?

Is this even possible at all?

Any assistance or direction that you can provide would be most appreciated.

Thanks,

Lori

Lori Clouston



*Constituency Assistant to
Helen Conway Ottenheimer, MHA
Harbour Main District*

t: 709-229-0160 f: 709-229-0169

e: loriclouston@gov.nl.ca

*402 Conception Bay Highway
PO Box 129
Holyrood, NL, A0A 2R0*

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From: [Holly Power](#)
To: [Holly Power](#)
Bcc: [Bill Antle](#); [Carl Ridgeley](#); [Danny Breen](#); [Gerard Tilley](#); [Glenn Clarke](#); [Glenn Clarke](#); [Greg Noseworthy](#); [Hilda Whelan](#); [Hilda Whelan*](#); [Jason O'Brien](#); [Jill Bruce](#); [Kevin McDonald](#); [Larry Vaters](#); [Maggie Burton](#); [Mark Vardy](#); [Ophelia R.](#); [Ophelia Ravencroft](#); [Rod Delaney](#); [Ron Ellsworth](#); [Sandy Hickman](#); [Sheilagh O'Leary](#); [Steve Tessier](#); [Christie Dean](#); [Craig Drover](#); [Lynn Tucker](#)
Subject: Response Required: MOTIONS by Email for your Consideration
Date: March 25, 2025 12:53:00 PM
Attachments: [20250325_114125.pdf](#)
[20250325_115749.pdf](#)
[Brief Note - Pouch Cove Oversize Items-Bulk RFP Award 2025.pdf](#)
[Brief Note - Smith Sound Oversize Items RFP Award Mar 25 2025.pdf](#)
Importance: High

Good day,

The Board issued Requests for Proposals (RFPs) in February for the collection of bulk/oversize items for this year. The RFPs closed yesterday, and we received two bids – one for the Smith Sound Area and the other for the Town of Pouch Cove. Due to the proposed dates provided by the contractors for the bulk/oversize items collection, the Board must seek consensus by email to ensure timely award of contract.

There are two motions included for your consideration. Please ensure that your response states that you agree with both motions if you do OR specify by number if you support one motion but not another.

1. Smith Sound Area Oversize Items Collection:

The RFP closed March 24, 2025. One bid was received from Vardy Villa Ltd., Clarendville. This contractor collected the bulk/oversize items for the Board in 2024 and they are the Board's weekly waste collector in this area. Christie and I met this morning to review their submission, and they meet all criteria to perform this work. For the RFP, the Board requested a bid for five days of bulk/oversize items collection in the Smith Sound Area and the contractor is proposing the work be completed on MAY 6, 20, 21 and JUNE 2, 3.

To ensure that the work may be completed on those dates, the Board will begin advertising as well as informing the town and residents beginning March 28th. Residents may begin booking their appointments on April 21st.

MOTION: BE IT RESOLVED that the Board award the contract for the Smith Sound Area oversize items collection to Vardy Villa Ltd. in the amount of \$27,600 including HST.

2. Pouch Cove Oversize Items Collection:

The RFP closed March 24, 2025. One bid was received from Dynamic Waste

Management Ltd. of Cupids. This is a new company and a new bidder for the Board – this company bought out Ridge G&P Services Ltd., Ferryland, who performed bulk/oversize items collection for the Board last year. Christie and I met this morning to review their submission, and they meet all criteria to perform this work. For the RFP, the Board requested a bid for three days of bulk/oversize items collection in Pouch Cove and the contractor is proposing the work be done on MAY 16, 23 and 30.

To ensure that the work may be completed on those dates, the Board will begin advertising as well as informing the town and residents beginning April 1st. Residents may begin booking their appointments on May 1st.

MOTION: BE IT RESOLVED that the Board award the contract for the Pouch Cove oversize items collection to Dynamic Waste Management Ltd. in the amount of \$14,700 including HST.

To ensure time for due diligence and contract award, we are asking that **you respond to this Motion by Email by 3:00 p.m. tomorrow, Wednesday, March 26th by emailing your response to hpower@ersbnl.ca.**

If you have any questions or concerns, please don't hesitate to reach out.

Thanks,
Lynn

Lynn Tucker
Chief Administrative Officer
Eastern Regional Service Board
255 Majors Path, Suite 3
St. John's, NL A1A 0L5
Tel: 709-579-7960
www.easternregionalserviceboard.com

ERSB customers and waste recovery facility users can now register to have our service alerts sent to them as they happen by text, voice or email. To register, visit our website or go to [Voyent Alerts](#).

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Smith Sound Area Oversize Items Collection 2025
MEETING DATE:	March 25, 2025
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Director Operations
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

Staff recommends award of the Smith Sound Area Oversize Items Collection to Vardy Villa Ltd. in the amount \$24,000.00 (plus HST).

MOTION:

BE IT RESOLVED that the Board award the Smith Sound Area contract for Oversize Items Collection to Vardy Villa Ltd. in the amount of \$24,000.00 (plus HST).

FINANCIAL CONSIDERATIONS:

- Four (4) companies picked up the Request for Proposals (RFP) document for oversize items collection to occur in the Smith Sound Area in May or June 2025.
- One (1) bid package was received.
- The 2024–2027 weekly waste/bi-weekly recycling collection contract for the Smith Sound Area is \$646,771.50 including HST.
- The 2025 annual unit contracted costs for both weekly waste, bi-weekly recycling and oversize items collection will be \$161.80 including HST.
- The 2024 annual unit contracted costs for both weekly waste, bi-weekly recycling and oversize items collection was \$161.04 including HST.
- In 2024 there were 154 appointments made.
- For 2025 there will be 225 appointments available.

BACKGROUND/DISCUSSION:

- To improve the oversize items collection (formerly bulk waste) experience, the Board removed it from the waste collection contracts and tendered it separately.
- Staff made several adjustments to last year's RFP when developing the 2025 RFP that hopefully has resulted in an annual cost per unit that is within acceptable parameters while still providing a good service for residents.

ATTACHMENTS:

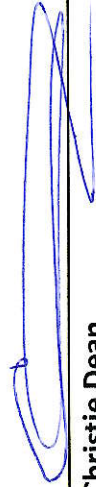
- Bid form

Eastern Regional Service Board

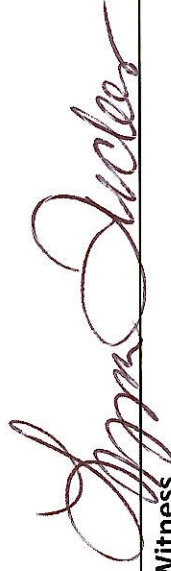
Closing Date and Time: Monday, March 24, 2025 – 2:30 pm

Request for Proposals Oversize Item Collection Smith Sound

Company	Base Bid	HST	Tender Total
Vardy Villa Limited	24,000. ⁰⁰	3600. ⁰⁰	27,600. ⁰⁰



Christie Dean
Director of Operations



Witness

**THOSE WHO RESPONDED ELECTRONICALLY TO THE MOTION BY EMAIL
TO AWARD THE SMITH SOUND OVERSIZE ITEMS COLLECTION TO VARDY
VILLA LTD.**

MOTION: BE IT RESOLVED that the Board award the contract for the Smith Sound Area oversize items collection to Vardy Villa Ltd. in the amount of \$27,600 including HST.

(Motion sent by email on Thursday, March 25, 2025)

IN FAVOUR

(Alphabetical order)

Bill Antle
Jill Bruce
Glenn Clarke
Tom Davis
Rod Delaney
Ron Ellsworth
Sandy Hickman
Kevin McDonald
Jason O'Brien
Sheilagh O'Leary
Ophelia Ravencroft
Carl Ridgeley
Stephen Tessier
Gerard Tilley
Mark Vardy
Larry Vaters
Hilda Whelan

AGAINST

(Alphabetical order)

None

NO RESPONSE

(Alphabetical order)

Danny Breen
Maggie Burton
Greg Noseworthy

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Pouch Cove Oversize Items Collection Contract 2025
MEETING DATE:	March 25, 2025
TO:	Board / Finance & Audit / Strategy & Policy / Governance
PREPARED BY:	Christie Dean, Director Operations
REVIEWED BY:	Lynn Tucker, Chief Administrative Officer
APPROVED BY:	Lynn Tucker, Chief Administrative Officer

RECOMMENDED ACTION:

Staff recommends award of the contract for the Pouch Cove Oversize Items Collection to Dynamic Waste Management Ltd. in the amount of \$14,700.00 (plus HST).

MOTION:

BE IT RESOLVED that the Board award the contract for the Town of Pouch Cove Oversize Items Collection to Dynamic Waste Management Ltd. in the amount of \$14,700.00 (plus HST).

FINANCIAL CONSIDERATOINS:

- Four (4) companies picked up the Request for Proposals (RFP) documents for oversize items (formerly bulk waste) collection to occur in May or June 2025.
- One (1) bid package was received.
- The 2024 to 2027 weekly waste/bi-weekly recycling collection contract for the Town of Pouch Cove is \$ 538,200.00 plus HST for 914 properties. This equated to \$196.28 per property plus HST or \$225.72 per property HST included.
- The 2025 annual unit contracted costs for weekly waste, bi-weekly recycling and oversize items collection would have been \$244.22 including HST. However, due to the adjusted price under the Most Favoured Customer clause, the new annual unit cost equates to \$186.33 including HST for the Pouch Cove contract.
- The 2024 annual unit contracted costs for weekly waste, bi-weekly recycling and oversize items collection was \$244.59. This is \$44.59 more than the annual waste fee charged to the town.
- In 2024 there were 77 appointments made.
- In 2025 there will be 120 appointments available.

BACKGROUND/DISCUSSION:

- To improve the oversize items collection/bulk experience, it was removed from the waste collection contracts and tendered separately.
- Staff made several adjustments to last year's RFP when developing the 2025 RFP that hopefully has resulted in an annual cost per unit that is within acceptable parameters while still providing a good service for residents.

ATTACHMENTS:

- Bid form

Eastern Regional Service Board

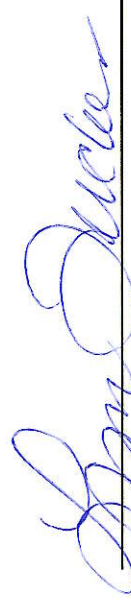
Closing Date and Time: Monday, March 24, 2025 – 2:30pm


Request for Proposals

Oversize Item Collection

Pouch Cove

Company	Base Bid	HST	Tender Total
Dynemic Waste Management Ltd.	14,700.00	2,205.00	16,905.00


Witness


Christie Dean
Director of Operations

**THOSE WHO RESPONDED ELECTRONICALLY TO THE MOTION BY EMAIL
TO AWARD THE POUCH COVE OVERSIZE ITEMS COLLECTION TO
DYNAMIC WASTE MANAGEMENT LTD.**

MOTION: BE IT RESOLVED that the Board award the contract for the Pouch Cove
oversize items collection to Dynamic Waste Management Ltd. in the amount of \$16,905
including HST.

(Motion sent by email on Thursday, March 25, 2025)

IN FAVOUR

(Alphabetical order)

Bill Antle
Jill Bruce
Glenn Clarke
Tom Davis
Rod Delaney
Ron Ellsworth
Sandy Hickman
Kevin McDonald
Jason O'Brien
Sheilagh O'Leary
Ophelia Ravencroft
Carl Ridgeley
Stephen Tessier
Gerard Tilley
Larry Vaters
Hilda Whelan

AGAINST

(Alphabetical order)

None

NO RESPONSE

(Alphabetical order)

Danny Breen
Maggie Burton
Greg Noseworthy

Mark Vardy – Declared Conflict of Interest

Officiated by: Holly Power, Board Clerk & Outreach Coordinator
Date: March 2025