



REVISED: ERSB In-Camera Meeting (6:00pm) & Board of Directors Meeting (7:00pm) Minutes

Eastern Regional Service Board

Jan 31, 2024 at 5:45 PM NST

@ Holiday Inn Express, 5 Navigator Avenue, St. John's, NL

Attendance

Present:

Members: Bill	Antle, Daniel (Danny)	Breen, Jill
Bruce, Maggie	Burton	(remote), Glenn Clarke, Christie
Dean, Rodney	Delaney, Craig Drover, Ronald	Ellsworth, T.
Alexander	Hickman	(remote), Jamie Korab,
Kevin	McDonald, Sheilagh	OLeary, Holly Power, Ophelia
Ravencroft	(remote), Carl	Ridgeley, Steve Tessier, Lynn
Tucker (remote), Mark	Vardy, Lawrence	Vaters, Hilda
Whelan		

Guests: Charles Bown

Absent:

Members: Gerard Tilley

I. Call to Order

The meeting was called to order at 7:01 p.m.

II. In-Camera Meeting – Ratification of Motion(s)

Mr. Tessier noted that the motion that was discussed in today's in-camera meeting will be ratified at the next public Board meeting that is scheduled for Wednesday, February 28, 2024.

Motion:

BE IT RESOLVED that the Board adopt the motion discussed in the in-camera meeting on January 31, 2024, in principle.

Motion moved by Steve Tessier and motion seconded by Hilda Whelan . Carried Unanimously.

III. Adoption of Agenda

The agenda was adopted as tabled.

 [Draft Agenda BOD Jan 31 2024 LT.docx](#)

Motion:

BE IT RESOLVED that the agenda be adopted as tabled.

Motion moved by Glenn Clarke and motion seconded by Sheilagh OLeary . Carried Unanimously.

IV. Review of Minutes

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

 [ERSB Board of Directors November 23 Meeting Minutes.pdf](#)

Motion:

BE IT RESOLVED that the minutes of the meeting of November 29, 2023 be adopted as tabled.

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

V. Committee Reports

A. Finance & Audit Committee

Mr. Antle, Committee Member, delivered the Finance and Audit Committee Report.

1. Board Expenditures

Board expenditures for the months of November & December 2023 were tabled for review and approval.

 [Cheque Register Nov 2023.pdf](#)

 [Payroll Expense NOV 2023.pdf](#)

 [BMO Statement November.pdf](#)

 [Cheque Register Dec 2023.pdf](#)

 [Payroll Expense DEC 2023.pdf](#)

 [BMO Statement December.pdf](#)

Motion:

BE IT RESOLVED that the Board adopt the expenditures for the month of November and December 2023 as tabled.

Motion moved by Bill Antle and motion seconded by Rodney Delaney . Carried Unanimously.

2. Incorporated Towns Payment Activity Report

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

 [2024 Incorporated Towns Payment Activity Report at January 15.pdf](#)

3. Employee Benefits Renewal

Mr. Antle referred to the briefing note that was included in the meeting package. After a short discussion on the process of acquiring quotes, and staff noting that they are pleased with the rates and service currently being provided, there were no further questions or concerns.

 [BN - Employee Benefits Renewal.docx](#)

 [ERSB 2024 Renewal \(002\).pdf](#)

Motion:

BE IT RESOLVED that the Board renews the provision of group benefits through Jenkins Anthony for Medavie Blue Cross effective February 1, 2024.

Motion moved by Bill Antle and motion
seconded by Ronald Ellsworth .
Carried Unanimously.


4. Update on 2023 Audit

Mr. Antle was pleased to report that all required documents have been submitted and the 2023 audit is on schedule.

5. Motion By Email to be Ratified: Awarding Tender for Snow Clearing at St. Joseph's Waste Recovery Facility

Mr. Antle noted that the motion for snow clearing at the St. Joseph's Waste Recovery Facility has been approved by email; however, it must now be ratified at today's public meeting.

 [BN - Snow Clearing Tender St. Josephs 2024.docx](#)

 [Motion By Email Award of Snow Clearing Tender for St. Joseph's WRF.pdf](#)

 [Response Report - MBE - Snow Clearing at St. Josephs WRF.docx](#)

 [20240102 193850.pdf](#)

Motion:

BE IT RESOLVED that the Board accept the lowest bid for the tender for snow clearing at the St. Joseph's Waste Recovery Facility for 2024.

Motion moved by Bill
seconded by Jill
Unanimously.

Antle
Bruce

and motion
. Carried

B. Strategy & Policy Committee

Mr. Delaney, Committee Chair, delivered the Strategy and Policy Committee Report.

VI. Electrification of Bay Bulls and Renewals-Cappahayden Waste Recovery Facilities - Update

Mr. Delaney provided an update on the electrification of the waste recovery facilities in the Towns of Bay Bulls and Renewals-Cappahayden. These are the last two facilities to be electrified and both await an electrical easement from Crown Lands.

Mr. Tessier was pleased to report that all other facilities that remain open over winter have been electrified. He expressed concern with the process and the length of time it is taking to get the required electrical easements.

VII. Implementation of User Cards at Waste Recovery Facilities – Update

Mr. Delaney provided an update on the implementation of user cards at the Board's waste recovery facilities and hopes that the implementation will be completed before the end of the current year. The user cards will have a unique number for each address as well as a QR code. It was noted that multiple cards could be provided to one address, if needed. User cards would be provided free of charge upon application; however if lost, replacement cards will cost the customer \$10 each.

The Central Regional Service Board requires user cards for all its facilities and it has worked well for them. Having customers use access cards for our sites will give the Board good data/information for decisions regarding future operations.

VIII. Installation of New Scale Software at the Clarendville Transfer Station – Update

Mr. Delaney provided an update on the installation of new scale software at the Board's Clarendville Transfer Station. Since the initial request to the Board, staff have identified the need for another traffic light and kiosk at the site to ensure staff and customer safety. This additional equipment became necessary following a meeting with Provincial officials pertaining to the work required to cap off the former landfill on the site.

These additional items are being brought to the Finance & Audit Committee tomorrow for recommendation. Once approved by the Board, staff expects that the installation of the equipment and the training of staff to take place in a timely manner.

IX. Installation of Water Well at Clarendville Transfer Station – Update

Mr. Delaney provided an update on the installation of a water well at the Board's Clarendville Transfer Station. The supplier has visited the site and staff await information and a quote for the Board's review.

X. 2023 Q4 Waste/Wastewater Regional Operator's Report

Mr. Delaney referred to the Regional Water/Wastewater Operator quarterly report that was provided in the meeting package. Members agreed that this is a valuable program and that the Board Chair should write the Minister responsible for the program to request continued funding.

 [Regional Water Wastewater Quarterly Report - Dec 31 2023 merged.pdf](#)

A. Governance Committee

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

1. ERSB Standing Committees Shuffle

Mr. McDonald reported that the Board Chair had changed members of the Board's standing committees. He thanked Mayor Hilda Whelan and Councillor Glenn Clarke for their participation on the Board's Committees over the years.

 [2024 ERSB Sub-Committees.pdf](#)

2. Board Professional Development 2024

Mr. McDonald provided information on professional development opportunities for 2024 as outlined in tonight's meeting package.

He noted that the SWANA event taking place in Niagara Falls in April has published their list of agenda topics and they are not relevant for the Board. Therefore, there will be no recommendation to attend.

Mr. Tessier asked that interested members put their names forward as soon as possible to allow for proper and timely planning.

 [ERSB Professional Development Opportunities 2024.pdf](#)

3. Joint Councils Report

Mr. McDonald referred to the briefing note that was included in the meeting package.

Ms. Power noted that an election will take place at the next Southern Shore Joint Council meeting for the position of Chairperson.

There were no questions or concerns.

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

XI. Correspondence

Mr. Tessier noted that the following correspondence was provided for Members' information.

XII. Letter from the Towns of Bay Bulls and Renewes-Cappahayden regarding the temporary closure of the waste recovery facilities in those towns.

 [Town of Bay Bulls Response to Waste Recovery Facility Closure Jan 19 2024.pdf](#)

XIII. Response from ERSB to Towns of Bay Bulls and Renewes-Cappahayden.

 [ERSB Response to Bay Bulls Renewes-Cappahayden re WRF Closures 2024 Jan 22.pdf](#)

XIV. New Business

A. Resignation of Board Director Nathan Ryan, Southern Shore

Mr. Tessier thanked Mr. Ryan for his service to the Board and his exemplary representation of the Southern Shore. On behalf of the Board, he wished him all the best in his future endeavours.

 [Official Notice of Resignation ERSB.pdf](#)

B. Board By-Election for Southern Shore Area

Mr. Tessier noted that the Board's Clerk has begun the by-election process for Ward 6 - Southern Shore.

Mr. Tessier regretted to inform Members that the Director for Ward 11 - Smith Sound and Isthmus, Mr. Wesley Drodge, also submitted his resignation.

Mr. Tessier thanked Mr. Drodge for his service to the Board and wished him all the best in his future endeavors.

He noted that the Board's Clerk will begin the by-election process for this position in the coming days.

XV. Roundtable

Mr. Bown reported some changes to funding programs offered by the Multi-Materials Stewardship Board (MMSB):

- Funding for the Community Waste Program has increased from \$10,000 to \$25,000. Submissions for this funding was through an email campaign and the application deadline has now passed.
- Bins under the Community Compost Program was in such high demand that the MMSB has decided to provide their own compost bin program. A call for tender will be going out this week. There has been an excellent uptake for this program. Not only will bins be provided, but educational support and marketing materials will be included as well.
- The Solid Waste Innovation Management Funding was \$15,000 but has recently been increased to \$50,000.
- MMSB Projects that are waiting for approval will be going to the Board on a quarterly basis moving forward.
- The MMSB's part on the Packaging and Paper Products Recycling Program complete and has been submitted to the Provincial Government for review

Mr. Korab asked if a grace period will be allowed for the switch to clear bags. Ms. Tucker noted that April 30, 2024 is the deadline and this deadline will not be extended.

Mr. McDonald reported that the Town of Long Harbour is doing well with the transition to clear bags.

Ms. Bruce noted that it would have been beneficial to provide an educational flyer on recycling when the notice was sent to residents regarding the clear bag policy. This was some feedback.

Ms. Whelan directed her comments to Mr. Bown and noted that in the past, some compost bins (2-part bins) provided by MMSB were low quality and that she hopes that the bins being provided in the new program will be more reliable. Mr. Bown responded that the bins she is referring too have not been a part of MMSB program for at least 10 years.

Mr. Delaney reported ongoing issues in his Ward of Conception Bay Center. He thanked Staff for their continued work and support to his area and noted that communication and consistency is key to any progress.

Ms. O'Leary reported that February 2nd is 'World Wet Lands Day' and asked that Member's be mindful. She also asked for an update on the Federal Ban on plastics. Mr. Bown says there is no update to provide and Ms. O'Leary reported that there has been no updates provided at the Federation of Canadian Municipalities table either. Ms. Tucker will have Staff look into this further.

Mr. Vardy was pleased to report that clear kitchen catcher bags are now available, which will be useful in the transition to the clear bag campaign.

Mr. Breen commented on the abundance of reusable shopping bags. He noted that there has been issues with the high amount entering in the landfill and asked if it is an issue that's been identified by the MMSB. Mr. Bown said that this issues has not yet been reported but he is interest in bringing it up a at the next MMSB Board meeting.

Mr. Ridgeley informed Members that reusable bags can be donated to several local food banks to help with the recycling aspect of things.

Mr. Tessier brought attention to the Voyent Alert Program Flyer that was distributed at the meeting.

Mr. Tessier also noted that he's been working with the Vice Chair and Staff to create a new committee called Communications and Community Relations Working Group. He would like to run this for a 6-month trial period to focus on communities that have left services with ERSB and communities that have never received services. He hopes to increase the transparency and improve communications from the Board through this working group. Members should reach out to the CAO or the Board's Clerk to express their interest in being a part of this group.

XVI. Upcoming Meetings

Mr. Tessier referred to the upcoming meetings that were listed in the meeting package for the month of February.

 [Upcoming Meetings.docx](#)

XVII. 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 Ronald
seconded by Hilda

Ellsworth
Whelan

and motion
. Carried Unanimously.

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000011785 dated between 11-01-2023 and 11-30-2023

CHEQUE REGISTER

Printed: 3:12:54PM 11/30/2023

Page 1 of 2

Number	Issued		Amount	SC	Status	Status Date
0000011709	11/09/2023	Admiral's Beach Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011710	11/09/2023	Bay de Grave Regional Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011711	11/09/2023	Bay de Verde Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011712	11/09/2023	Carbonear Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011713	11/09/2023	Colinet Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011714	11/09/2023	Colliers Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011715	11/09/2023	Come by Chance Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011716	11/09/2023	Fermeuse Volunteer Fire Department	1,000.00	A/P	CLEARED	11/17/2023
0000011717	11/09/2023	Fox Harbour Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011718	11/09/2023	Hant's Harbour Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011719	11/09/2023	Heart's Delight-Islington Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011720	11/09/2023	Long Harbour-Mount Arlington Heights Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011721	11/09/2023	Random East Volunteer Fire Department	1,000.00	A/P	CLEARED	11/23/2023
0000011722	11/09/2023	Seaside Volunteer Fire Department	1,000.00	A/P	CLEARED	11/16/2023
0000011723	11/09/2023	Smith Sound Volunteer Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011724	11/09/2023	Southern Harbour Volunteer Fire Department	1,000.00	A/P	CLEARED	11/15/2023
0000011725	11/09/2023	Town of Chance Cove Fire Department	1,000.00	A/P	OUT-STD	11/09/2023
0000011726	11/09/2023	Advantage Personnel Ltd.	2,354.39	A/P	CLEARED	11/20/2023
0000011727	11/09/2023	Around The Bay Disposals Inc.	76,169.77	A/P	CLEARED	11/14/2023
0000011728	11/09/2023	Bell Aliant	2,348.80	A/P	CLEARED	11/17/2023
0000011729	11/09/2023	Bell Mobility Inc.	2,896.76	A/P	CLEARED	11/20/2023
0000011730	11/09/2023	Big Erics Inc.	379.80	A/P	CLEARED	11/16/2023
0000011731	11/09/2023	Blaketown Service Station	1,705.45	A/P	OUT-STD	11/09/2023
0000011732	11/09/2023	Channel 6 Ads - Avalon Region	41.00	A/P	CLEARED	11/15/2023
0000011733	11/09/2023	City of St. John's	40,791.73	A/P	CLEARED	11/16/2023
0000011734	11/09/2023	Coish's Trucking & Excavating Ltd.	17,895.50	A/P	OUT-STD	11/09/2023
0000011735	11/09/2023	CTT Tirecraft	59,799.60	A/P	CLEARED	11/23/2023
0000011736	11/09/2023	Dawe Enterprises Limited	345.00	A/P	CLEARED	11/15/2023
0000011737	11/09/2023	Dicks and Company Limited	55.19	A/P	CLEARED	11/16/2023
0000011738	11/09/2023	Dodd's Diesel Repair Ltd.	11,481.64	A/P	CLEARED	11/16/2023
0000011739	11/09/2023	Hickman Chevrolet Cadillac	122.14	A/P	CLEARED	11/23/2023
0000011740	11/09/2023	Jenkins Anthony Inc.	6,611.95	A/P	CLEARED	11/17/2023
0000011741	11/09/2023	Kal Tire	739.50	A/P	CLEARED	11/20/2023
0000011742	11/09/2023	Martin's Fire Safety Ltd	388.13	A/P	CLEARED	11/15/2023
0000011743	11/09/2023	Miller IT Limited	172.50	A/P	CLEARED	11/15/2023
0000011744	11/09/2023	Newfoundland Power Inc.	5,973.10	A/P	CLEARED	11/23/2023
0000011745	11/09/2023	Newfoundland Power Inc.	1,017.93	A/P	CLEARED	11/15/2023
0000011746	11/09/2023	Nexgen Municipal Inc.	6,401.68	A/P	OUT-STD	11/09/2023
0000011747	11/09/2023	North Atlantic	40,277.21	A/P	CLEARED	11/15/2023
0000011748	11/09/2023	Northern Business Intelligence	1,406.74	A/P	CLEARED	11/20/2023
0000011749	11/09/2023	OMB Parts & Industrial Ltd.	14.94	A/P	CLEARED	11/23/2023
0000011750	11/09/2023	ORKIN Canada Corporation	209.90	A/P	CLEARED	11/23/2023
0000011751	11/09/2023	Parts For Trucks Inc.	176.94	A/P	CLEARED	11/23/2023
0000011752	11/09/2023	PBA Industrial Supplies Ltd.	282.88	A/P	CLEARED	11/20/2023
0000011753	11/09/2023	Pike's Pro Hardware & Building Supplies	150.12	A/P	CLEARED	11/23/2023
0000011754	11/09/2023	Pitney Bowes	216.80	A/P	CLEARED	11/23/2023

** - Name on Check was modified

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000011785 dated between 11-01-2023 and 11-30-2023

CHEQUE REGISTER

Printed: 3:12:54PM 11/30/2023

Page 2 of 2

Number	Issued		Amount	SC	Status	Status Date
0000011755	11/09/2023	Princess Auto	405.85	A/P	CLEARED	11/20/2023
0000011756	11/09/2023	Royal Freightliner	217.40	A/P	CLEARED	11/23/2023
0000011757	11/09/2023	SaltWire Network Inc.	1,473.15	A/P	CLEARED	11/15/2023
0000011758	11/09/2023	Shred-it c/o Stericycle ULC	105.92	A/P	CLEARED	11/23/2023
0000011759	11/09/2023	Signs 1st	51.75	A/P	CLEARED	11/23/2023
0000011760	11/09/2023	T2 Ventures Inc.	256,863.59	A/P	CLEARED	11/10/2023
0000011761	11/09/2023	Tulk's Glass & Key Shop Limited	459.43	A/P	CLEARED	11/17/2023
0000011762	11/09/2023	Tulk Tire & Service Ltd.	2,194.66	A/P	CLEARED	11/15/2023
0000011763	11/09/2023	WAJAX Limited	2,085.46	A/P	CLEARED	11/20/2023
0000011764	11/09/2023	Woodman's Welding Ltd.	4,459.31	A/P	CLEARED	11/17/2023
0000011767	11/22/2023	62167 Newfoundland and Labrador Inc	7,380.30	A/P	OUT-STD	11/22/2023
0000011768	11/22/2023	Advantage Personnel Ltd.	3,753.24	A/P	OUT-STD	11/22/2023
0000011769	11/22/2023	Belfor (Canada) Inc	2,530.00	A/P	OUT-STD	11/22/2023
0000011770	11/22/2023	CTT Tirecraft	559.90	A/P	OUT-STD	11/22/2023
0000011771	11/22/2023	De Lage Landen Financial Services Canada Ltd.	398.48	A/P	OUT-STD	11/22/2023
0000011772	11/22/2023	Dodd's Diesel Repair Ltd.	5,076.43	A/P	OUT-STD	11/22/2023
0000011773	11/22/2023	Hi Tech Scales Ltd.	2,254.00	A/P	OUT-STD	11/22/2023
0000011774	11/22/2023	Kal Tire	110.40	A/P	OUT-STD	11/22/2023
0000011775	11/22/2023	Leslie Squires	440.00	A/P	OUT-STD	11/22/2023
0000011776	11/22/2023	Newfoundland Power Inc.	4,685.91	A/P	OUT-STD	11/22/2023
0000011777	11/22/2023	Newfoundland Exchequer Account	24.25	A/P	OUT-STD	11/22/2023
0000011778	11/22/2023	Nexgen Municipal Inc.	241.50	A/P	OUT-STD	11/22/2023
0000011779	11/22/2023	ORKIN Canada Corporation	209.90	A/P	OUT-STD	11/22/2023
0000011780	11/22/2023	Parts For Trucks Inc.	8.40	A/P	OUT-STD	11/22/2023
0000011781	11/22/2023	Pinnacle Office Solutions Ltd.	126.27	A/P	OUT-STD	11/22/2023
0000011782	11/22/2023	Princess Auto	232.83	A/P	OUT-STD	11/22/2023
0000011783	11/22/2023	The Business Post	842.95	A/P	OUT-STD	11/22/2023
0000011784	11/22/2023	Tulk Tire & Service Ltd.	2,267.59	A/P	OUT-STD	11/22/2023
Total Issued (74):			\$596,885.96			
Total Voided (0):			\$0.00			
Grand Total:			\$596,885.96			
Number of Cheques Listed:			74			

EASTERN REGIONAL SERVICE BOARD

PAYROLL EXPENSE

NOVEMBER 2023

Payroll – Staff (<i>3 pay periods – 29 employees</i>).....	\$209,923.96
Payroll – Board (<i>19 members</i>)	<u>\$00,000.00</u>
Total Payroll (<i>29 employees</i>)	\$209,923.96
Payroll CRA Remittance	<u>\$60,385.53</u>
TOTAL GROSS PAYROLL	<u>\$270,309.49</u>

PREVIOUS MONTH

OCTOBER 2023

Payroll – Staff (<i>2 pay periods – 29 employees</i>).....	\$139,515.74
Payroll – Board (<i>17 members</i>)	<u>\$11,659.80</u>
Total Payroll (<i>46 employees</i>)	\$151,175.54
Payroll CRA Remittance	<u>\$ 43,820.81</u>
TOTAL GROSS PAYROLL	<u>\$194,996.35</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:	\$ 38,495.87
Statement Date (MM/DD/YYYY):	11/28/2023	Currency:	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	12/19/2023		

Your account is one payment past due. Please make payment arrangements.

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:	\$ 91.91
Rewards adjusted:	\$ 0.00
Total rewards earned:	\$ 91.91
Rewards balance year to date:	\$ 297.83

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:	\$ 9,994.60
Payments:	\$ -7,721.50
Adjustments:	\$ 0.00
Net Purchases:	\$ 9,191.26
Cash Advance:	\$ 0.00
Fees:	\$ 39.77
Other Charges:	\$ 0.00
New Account Balance:	\$ 11,504.13

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					
10/30	10/30 500513701	PAYMENT REVERSAL	\$ 2,273.10	\$ 0.00	\$ 2,273.10
11/20	11/20 504109735	AUTOMATIC PYMT RECEIVED	\$ -9,994.60	\$ 0.00	\$ -9,994.60
11/28	11/28 505451105	LATE PAYMENT FEE	\$ 39.77	\$ 0.00	\$ 39.77
			TOTAL CREDITS	xxxx-xxxx-xxxx-3165	\$ -9,994.60
			TOTAL DEBITS	xxxx-xxxx-xxxx-3165	\$ 2,312.87
Card Number xxxx-xxxx-xxxx-3500 BUTT, KEVIN					
11/01	11/02 501356692	TULK#S GLASS & KEY SHO ST. JOHN'S NL	\$ 519.60 062274	\$ 77.94 (e)	\$ 597.54

11/01	11/03 501687110	CDN TIRE STORE #00333 MOUNT PEARL NL	\$ 124.99 027365	\$ 18.75 (e)	\$ 143.74
11/01	11/03 501687111	PIT CREW DRIVE THRU ST JOHN'S NL	\$ 99.40 049319	\$ 14.91 (e)	\$ 114.31
11/06	11/07 502168189	MCLOUGHLAND SUPPLIES L ST JOHN'S NL	\$ 117.00 031003	\$ 17.55 (e)	\$ 134.55
11/09	11/10 502914970	STAPLES STORE #101 MOUNT PEARL NL	\$ 65.98 078474	\$ 9.90 (e)	\$ 75.88
11/09	11/13 503091599	CDN TIRE STORE #00217 CARBONEAR NL	\$ 16.47 092021	\$ 2.47 (e)	\$ 18.94
11/10	11/13 503091600	FOODLAND #9214 WHITBOURNE NL	\$ 11.78 053348	\$ 1.77 (e)	\$ 13.55
11/15	11/16 503860456	MOTOR REGISTRATION DIV MOUNT PEARL NL	\$ 130.43 045592	\$ 19.57 (e)	\$ 150.00
11/21	11/23 505019623	CDN TIRE STORE #00217 CARBONEAR NL	\$ 28.48 032280	\$ 4.27 (e)	\$ 32.75
11/22	11/23 505019624	NORTH ATLANTIC PETROLE WHITBOURNE NL	\$ 3.21 073389	\$ 0.48 (e)	\$ 3.69
11/24	11/27 505440597	ISLAND HOSE AND FITTIN MOUNT PEARL NL	\$ 199.95 050798	\$ 29.99 (e)	\$ 229.94
11/27	11/28 505527079	ST. JOHNS MUNICIPAL C ST. JOHN'S NL	\$ 52.17 021569	\$ 7.83 (e)	\$ 60.00

TOTAL CREDITS xxxx-xxxx-xxxx-3500 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-3500 **\$ 1,574.89**

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

10/31	11/01 501149191	AMZN MKTP CA L913X4QI3 WWW.AMAZON.CA ON	\$ 69.99 057936	\$ 10.50	\$ 80.49
11/02	11/06 501888434	SOBEYS #551 PARADISE NL	\$ 11.98 040201	\$ 1.80 (e)	\$ 13.78
11/11	11/13 503091602	AMAZON.CA PRIME MEMBER AMAZON.CA/PRI BC	\$ 9.99 085431	\$ 1.50	\$ 11.49
11/13	11/13 503091601	STARLINK INTERNET HALIFAX NS	\$ 320.00 078169	\$ 48.00 (e)	\$ 368.00
11/16	11/17 504091658	NEI ASSOCIATION INC ST JOHN S NL	\$ 550.00 032656	\$ 82.50 (e)	\$ 632.50
11/21	11/22 504751015	SOLID WASTE ASSOCIA 2404942224 MD US DOLLAR 290.00@1.409551724	\$ 408.77 006997	\$ 0.00	\$ 408.77

TOTAL CREDITS xxxx-xxxx-xxxx-7456 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-7456 **\$ 1,515.03**

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

11/06	11/07 502168188	WAL-MART #3196 ST JOHN'S NL	\$ 104.93 091353	\$ 15.74 (e)	\$ 120.67
11/08	11/09 502682722	BEST BUY #909 ST. JOHN'S NL	\$ 334.94 060331	\$ 50.24 (e)	\$ 385.18
11/10	11/13 503091598	INN. INTEL. PRODUCT 2063470365 NV US DOLLAR 439.93@1.416316232	\$ 623.08 081447	\$ 0.00	\$ 623.08

11/15	11/17 504091656	TELUS ONLINE PAYMENT P VANCOUVER BC	\$ 1,569.30 074267	\$ 235.40 (e)	
11/21	11/22 504750942	MOBILE KLINIK #600 ST. JOHN'S NL	\$ 30.00 004627	\$ 4.50 (e)	\$ 34.50
11/24	11/27 505440522	407-ETR-WEB WOODBRIDGE ON	\$ 147.31 043355	\$ 19.15 (e)	\$ 166.46
11/25	11/27 505440523	TELUS MOBILITY PREAUTH CALGARY AB	\$ 179.23 047304	\$ 26.88 (e)	\$ 206.11

TOTAL CREDITS xxxx-xxxx-xxxx-3047 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-3047 **\$ 3,340.70**

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

11/21	11/23 505019625	CDN TIRE STORE #00650 CLARENVILLE NL	\$ 15.49 099154	\$ 2.32 (e)	\$ 17.81
11/23	11/24 505101244	BELL ALIANT RANDOM SQ CLARENVILLE NL	\$ 69.98 049418	\$ 10.50 (e)	\$ 80.48
11/23	11/27 505440598	CDN TIRE STORE #00650 CLARENVILLE NL	\$ 99.99 064303	\$ 15.00 (e)	\$ 114.99

TOTAL CREDITS xxxx-xxxx-xxxx-5229 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-5229 **\$ 213.28**

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

10/28	10/30 500700480	AMZN MKTP CA MT8597AN3 WWW.AMAZON.CA ON	\$ 65.86 054981	\$ 9.88	\$ 75.74
11/01	11/02 501356768	DOMINION CABOT SQUARE ST. JOHN'S NL	\$ 14.32 046535	\$ 2.15 (e)	\$ 16.47
11/01	11/02 501356767	VISTAPRINT CANADA CORP TORONTO ON	\$ 129.76 076717	\$ 19.46 (e)	\$ 149.22
11/01	11/06 501888433	BOSTON PIZZA # 914 ST. JOHN'S NL	\$ 95.04 027897	\$ 14.26 (e)	\$ 109.30
11/03	11/06 501888357	AMZN MKTP CA TF5WF2MD3 WWW.AMAZON.CA ON	\$ 65.97 088296	\$ 9.90	\$ 75.87
11/04	11/06 501888432	AMZN MKTP CA 7D4EA83D3 WWW.AMAZON.CA ON	\$ 228.07 054487	\$ 14.75	\$ 242.82
11/04	11/06 501888431	AMZN MKTP CA YO2WR95F3 WWW.AMAZON.CA ON	\$ 51.09 071791	\$ 5.21	\$ 56.30
11/08	11/09 502682723	AMAZON.CA PH2US6OJ3 AMAZON.CA ON	\$ 15.11 053138	\$ 2.27	\$ 17.38
11/16	11/17 504091657	SOLID WASTE ASSOCIA 2404942224 MD US DOLLAR 290.00@1.406344827	\$ 407.84 099746	\$ 0.00	\$ 407.84
11/16	11/20 504480842	NBX SUBWAY CANADA MOUNT PEARL NL	\$ 104.46 021567	\$ 15.67 (e)	\$ 120.13
11/17	11/20 504480768	ZOOM.US 888-799-9666 SAN JOSE CA	\$ 21.49 055503	\$ 3.22 (e)	\$ 24.71
11/17	11/20 504480767	VISTAPRINT CANADA CORP TORONTO ON	\$ 1,040.60 038126	\$ 156.09 (e)	\$ 1,196.69
11/20	11/21 504633804	AMAZON.CA E74AJ0213 AMAZON.CA ON	\$ 6.07 060687	\$ 0.91 (e)	\$ 6.98
11/24	11/24 505101243	AMAZON.CA AP7T07R93 AMAZON.CA ON	\$ 41.66 043577	\$ 6.25 (e)	\$ 47.91

TOTAL CREDITS	xxxx-xxxx-xxxx-0293	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-0293	\$ 2,547.36



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.

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000011849 dated between 12-01-2023 and 12-31-2023

CHEQUE REGISTER

Printed: 3:59:28PM 01/02/2024

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Number	Issued		Amount	SC	Status	Status Date
0000011785	12/07/2023	Advantage Personnel Ltd.	1,928.66	A/P	OUT-STD	12/07/2023
0000011786	12/07/2023	Around The Bay Disposals Inc.	67,724.27	A/P	OUT-STD	12/07/2023
0000011787	12/07/2023	Bell Aliant	2,280.27	A/P	OUT-STD	12/07/2023
0000011788	12/07/2023	City of St. John's	40,243.75	A/P	OUT-STD	12/07/2023
0000011789	12/07/2023	CTT Tirecraft	112.59	A/P	OUT-STD	12/07/2023
0000011790	12/07/2023	Dean Clarke	3,823.75	A/P	OUT-STD	12/07/2023
0000011791	12/07/2023	Dodd's Diesel Repair Ltd.	46,048.69	A/P	OUT-STD	12/07/2023
0000011792	12/07/2023	Federal Express Canada Ltd	114.26	A/P	OUT-STD	12/07/2023
0000011793	12/07/2023	Hickman Chevrolet Cadillac	831.96	A/P	OUT-STD	12/07/2023
0000011794	12/07/2023	Jenkins Anthony Inc.	6,594.28	A/P	OUT-STD	12/07/2023
0000011795	12/07/2023	Kevin McDonald	127.95	A/P	OUT-STD	12/07/2023
0000011796	12/07/2023	Lynn Tucker	192.02	A/P	OUT-STD	12/07/2023
0000011797	12/07/2023	McInnes Cooper	909.77	A/P	OUT-STD	12/07/2023
0000011798	12/07/2023	Miller IT Limited	241.50	A/P	OUT-STD	12/07/2023
0000011799	12/07/2023	M J Hickey Construction Ltd.	108,565.75	A/P	OUT-STD	12/07/2023
0000011800	12/07/2023	North Atlantic	30,178.72	A/P	OUT-STD	12/07/2023
0000011801	12/07/2023	OMB Parts & Industrial Ltd.	30.57	A/P	OUT-STD	12/07/2023
0000011802	12/07/2023	Parts For Trucks Inc.	23.07	A/P	OUT-STD	12/07/2023
0000011803	12/07/2023	Princess Auto	88.48	A/P	OUT-STD	12/07/2023
0000011804	12/07/2023	Quikprint Services Ltd.	13,233.31	A/P	OUT-STD	12/07/2023
0000011805	12/07/2023	Russell's Excavating	1,242.00	A/P	OUT-STD	12/07/2023
0000011806	12/07/2023	Shred-it c/o Stericycle ULC	105.55	A/P	OUT-STD	12/07/2023
0000011807	12/07/2023	Sullivan's Electrical Limited	10,170.00	A/P	OUT-STD	12/07/2023
0000011808	12/07/2023	T2 Ventures Inc.	268,933.36	A/P	OUT-STD	12/07/2023
0000011809	12/07/2023	The Business Post	2,631.49	A/P	OUT-STD	12/07/2023
0000011810	12/07/2023	Town of Clarendville	804.00	A/P	OUT-STD	12/07/2023
0000011811	12/07/2023	Town of Renewals-Cappahayden	25.00	A/P	OUT-STD	12/07/2023
0000011812	12/07/2023	TownSuite Municipal Software Inc.	11,759.80	A/P	OUT-STD	12/07/2023
0000011813	12/07/2023	Tulk Tire & Service Ltd.	1,259.74	A/P	OUT-STD	12/07/2023
0000011814	12/07/2023	Wedgwood Insurance Limited	174,645.60	A/P	OUT-STD	12/07/2023
0000011815	12/20/2023	A1 Glass	146.63	A/P	OUT-STD	12/20/2023
0000011816	12/20/2023	Advantage Personnel Ltd.	1,371.92	A/P	OUT-STD	12/20/2023
0000011817	12/20/2023	Bell Mobility Inc.	546.51	A/P	OUT-STD	12/20/2023
0000011818	12/20/2023	Channel 6 Ads - Avalon Region	285.00	A/P	OUT-STD	12/20/2023
0000011819	12/20/2023	Christie Dean	150.56	A/P	OUT-STD	12/20/2023
0000011820	12/20/2023	Coish's Trucking & Excavating Ltd.	35,791.00	A/P	OUT-STD	12/20/2023
0000011821	12/20/2023	D&L Russell Limited	13.04	A/P	OUT-STD	12/20/2023
0000011822	12/20/2023	De Lage Landen Financial Services Canada Ltd.	398.48	A/P	OUT-STD	12/20/2023
0000011823	12/20/2023	Dicks and Company Limited	72.37	A/P	OUT-STD	12/20/2023
0000011824	12/20/2023	Dodd's Diesel Repair Ltd.	23,621.94	A/P	OUT-STD	12/20/2023
0000011825	12/20/2023	Eastlink Communications Channel 6 Ads	310.50	A/P	OUT-STD	12/20/2023
0000011826	12/20/2023	Glenn Clarke	324.91	A/P	OUT-STD	12/20/2023
0000011827	12/20/2023	Hilda Whelan	300.29	A/P	OUT-STD	12/20/2023
0000011828	12/20/2023	ICESoft Technologies	13,110.00	A/P	OUT-STD	12/20/2023
0000011829	12/20/2023	Kevin McDonald	130.30	A/P	OUT-STD	12/20/2023
0000011830	12/20/2023	Leona Squires	14.22	A/P	OUT-STD	12/20/2023

** - Name on Check was modified

Eastern Regional Service Board

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

Cheques from 0000000001 to 0000011849 dated between 12-01-2023 and 12-31-2023

CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
0000011831	12/20/2023	Leslie Squires	660.00	A/P	OUT-STD	12/20/2023
0000011832	12/20/2023	Lynn Tucker	76.29	A/P	OUT-STD	12/20/2023
0000011833	12/20/2023	NATIONAL Public Relations	732.55	A/P	OUT-STD	12/20/2023
0000011834	12/20/2023	Newfoundland Power Inc.	7,079.78	A/P	OUT-STD	12/20/2023
0000011835	12/20/2023	Nexgen Municipal Inc.	1,463.23	A/P	OUT-STD	12/20/2023
0000011836	12/20/2023	OMB Parts & Industrial Ltd.	76.34	A/P	OUT-STD	12/20/2023
0000011837	12/20/2023	ORKIN Canada Corporation	209.90	A/P	OUT-STD	12/20/2023
0000011838	12/20/2023	Parts For Trucks Inc.	1,653.36	A/P	OUT-STD	12/20/2023
0000011839	12/20/2023	Pat Singleton	897.00	A/P	OUT-STD	12/20/2023
0000011840	12/20/2023	Pik-Fast Express Inc.	25.00	A/P	OUT-STD	12/20/2023
0000011841	12/20/2023	Pike's Pro Hardware & Building Supplies	277.40	A/P	OUT-STD	12/20/2023
0000011842	12/20/2023	Pinnacle Office Solutions Ltd.	219.06	A/P	OUT-STD	12/20/2023
0000011843	12/20/2023	Princess Auto	29.88	A/P	OUT-STD	12/20/2023
0000011844	12/20/2023	Quikprint Services Ltd.	1,448.30	A/P	OUT-STD	12/20/2023
0000011845	12/20/2023	The Northeast Avalon Times	258.75	A/P	OUT-STD	12/20/2023
0000011846	12/20/2023	Town of Clarendville	1,608.00	A/P	OUT-STD	12/20/2023
0000011847	12/20/2023	Tulk Tire & Service Ltd.	786.57	A/P	OUT-STD	12/20/2023
0000011848	12/20/2023	Victor Bishop	299.25	A/P	OUT-STD	12/20/2023
Total Issued (64):			\$889,258.49			
Total Voided (0):			\$0.00			
Grand Total:			\$889,258.49			
Number of Cheques Listed:			64			

EASTERN REGIONAL SERVICE BOARD

PAYROLL EXPENSE

DECEMBER 2023

Payroll – Staff (<i>2 pay periods – 29 employees</i>).....	\$131,372.66
Payroll – Board (<i>19 members</i>)	<u>\$15,964.30</u>
Total Payroll (<i>48 employees</i>)	\$147,336.96
Payroll CRA Remittance	<u>\$34,403.53</u>
TOTAL GROSS PAYROLL	<u>\$181,740.49</u>

PREVIOUS MONTH

NOVEMBER 2023

Payroll – Staff (<i>3 pay periods – 29 employees</i>).....	\$209,923.96
Payroll – Board (<i>19 members</i>)	<u>\$00,000.00</u>
Total Payroll (<i>29 employees</i>)	\$209,923.96
Payroll CRA Remittance	<u>\$ 60,385.53</u>
TOTAL GROSS PAYROLL	<u>\$270,309.49</u>



Statement

Account Name:	EASTERN REGIONAL SERVICE BOARD	Card Number:	xxxx-xxxx-xxxx-3165
Company Name:	EASTERN REGIONAL SERVICE BOARD	Account Limit:	\$ 50,000.00
Employee ID:	CDROVER	Available Credit:	\$ 33,430.48
Statement Date (MM/DD/YYYY):	12/28/2023	Currency:	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	01/18/2024		

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

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

Statement Summary:

YOUR REWARDS

Rewards earned:	\$ 165.69
Rewards adjusted:	\$ 0.00
Total rewards earned:	\$ 165.69
Rewards balance year to date:	\$ 463.52

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:	\$ 11,504.13
Payments:	\$ -11,504.13
Adjustments:	\$ 0.00
Net Purchases:	\$ 16,569.52
Cash Advance:	\$ 0.00
Fees:	\$ 0.00
Other Charges:	\$ 0.00
New Account Balance:	\$ 16,569.52

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					
12/19	12/19 509089650	AUTOMATIC PYMT RECEIVED	\$ -11,504.13	\$ 0.00	\$ -11,504.13
TOTAL CREDITS			xxxx-xxxx-xxxx-3165		\$ -11,504.13
TOTAL DEBITS			xxxx-xxxx-xxxx-3165		\$ 0.00
Card Number xxxx-xxxx-xxxx-3500 BUTT, KEVIN					
11/30	12/01 506147251	IRVING #03340 MOUNT PEARL NL	\$ 19.95 039881	\$ 2.99 (e)	\$ 22.94
12/01	12/04 506479467	TRUCKLOAD CARRIERS ASS 7038381950 VA US DOLLAR 375.00@1.397040000	\$ 523.89 042556	\$ 0.00	\$ 523.89
12/06	12/07 507170135	TIM HORTONS #5343 WHITBOURNE NL	\$ 20.86 049904	\$ 3.13 (e)	\$ 23.99
12/14	12/18 509080890	SHELL 4564 BAY ROBERTS NL	\$ 45.09 089832	\$ 6.76 (e)	\$ 51.85

12/15	12/18 509080814	ISLAND HOSE AND FITTIN MOUNT PEARL NL	\$ 69.57 053731	\$ 10.44 (e)	
12/16	12/19 509162375	CDN TIRE STORE #00216 ST JOHN'S NL	\$ 34.99 096888	\$ 5.25 (e)	\$ 40.24
12/19	12/21 509600441	FOODLAND #9214 WHITBOURNE NL	\$ 3.30 080477	\$ 0.49 (e)	\$ 3.79

TOTAL CREDITS	xxxx-xxxx-xxxx-3500	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-3500	\$ 746.71

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

12/06	12/07 507170136	STAPLES STORE #65 ST. JOHN'S NL	\$ 14.99 047516	\$ 2.25 (e)	\$ 17.24
12/07	12/08 507407383	DOLLARAMA # 838 ST JOHN'S NL	\$ 42.75 023616	\$ 6.41 (e)	\$ 49.16
12/08	12/11 507906770	SHOPPERS DRUG MART #01 ST. JOHN'S NL	\$ 22.46 041317	\$ 3.37 (e)	\$ 25.83
12/11	12/12 508067578	AMAZON.CA PRIME MEMBER AMAZON.CA/PRI BC	\$ 6.29 030455	\$ 0.94	\$ 7.23
12/12	12/13 508264805	CPC / SCP 097829 ST JOHNS NL	\$ 462.48 060114	\$ 69.37 (e)	\$ 531.85
12/13	12/13 508264804	STARLINK INTERNET HALIFAX NS	\$ 320.00 090464	\$ 48.00 (e)	\$ 368.00
12/13	12/14 508487904	CPC / SCP 097829 ST JOHNS NL	\$ 1,173.83 073866	\$ 176.07 (e)	\$ 1,349.90
12/13	12/15 508597016	#730 MARKS ST. JOHN'S NL	\$ 159.99 041697	\$ 24.00 (e)	\$ 183.99
12/13	12/15 508597018	SOBEYS #681 ST.JOHN'S NL	\$ 35.85 087096	\$ 5.38 (e)	\$ 41.23
12/14	12/15 508597017	DILDO BREWING CO AND M DILDO NL	\$ 301.25 047087	\$ 45.19 (e)	\$ 346.44

TOTAL CREDITS	xxxx-xxxx-xxxx-7456	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-7456	\$ 2,920.87

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

12/04	12/06 507054405	TELUS ONLINE PAYMENT P VANCOUVER BC	\$ 325.63 018280	\$ 48.84 (e)	\$ 374.47
12/05	12/06 507054404	TELUS MOBILITY PREAUTH CALGARY AB	\$ 325.63 054562	\$ 48.84 (e)	\$ 374.47
12/14	12/15 508596621	CPC / SCP 097829 ST JOHNS NL	\$ 728.56 084341	\$ 109.28 (e)	\$ 837.84
12/19	12/21 509600364	TELUS ONLINE PAYMENT P VANCOUVER BC	\$ 1,240.85 094626	\$ 186.13 (e)	\$ 1,426.98
12/20	12/21 509600365	TELUS MOBILITY PREAUTH CALGARY AB	\$ 1,240.85 029510	\$ 186.13 (e)	\$ 1,426.98
12/20	12/21 509600366	WAL-MART #3196 ST JOHN'S NL	\$ 19.78 070919	\$ 2.97 (e)	\$ 22.75

TOTAL CREDITS	xxxx-xxxx-xxxx-3047	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-3047	\$ 4,463.49

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

12/12	12/14 508487905	CDN TIRE STORE #00650 CLARENVILLE NL	\$ 174.99 022936	\$ 26.25 (e)	\$ 201.24
12/14	12/18 509080893	WAL-MART #3018 CLARENVILLE NL	\$ 10.71 056093	\$ 1.61 (e)	\$ 12.32
			TOTAL CREDITS	xxxx-xxxx-xxxx-5229	\$ 0.00
			TOTAL DEBITS	xxxx-xxxx-xxxx-5229	\$ 213.56

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

12/05	12/06 507054481	PROVINCE OF NL- ONLINE ST. JOHN'S NL	\$ 260.87 053381	\$ 39.13 (e)	\$ 300.00
12/07	12/08 507407382	AMAZON 701-3208406-81 DOWNTOWN TORO ON	\$ 20.56 024344	\$ 3.08 (e)	\$ 23.64
12/07	12/08 507407381	STAPLES.CA MISSISSAUGA ON	\$ 75.76 031548	\$ 9.85 (e)	\$ 85.61
12/07	12/11 507906768	SOBEYS #320 ST. JOHN'S NL	\$ 434.78 034444	\$ 65.22 (e)	\$ 500.00
12/08	12/11 507908027	STAPLES.CA MISSISSAUGA ON	\$ 94.55 031548	\$ 12.29 (e)	\$ 106.84
12/08	12/11 507906769	AMAZON 701-3208406-81 DOWNTOWN TORO ON	\$ 25.22 039309	\$ 3.78 (e)	\$ 29.00
12/14	12/18 509080891	PIPPY PARK GOLF COURSE ST. JOHN'S NL	\$ 5,148.30 047075	\$ 772.24 (e)	\$ 5,920.54
12/17	12/18 509080892	ZOOM.US 888-799-9666 SAN JOSE CA	\$ 21.49 052209	\$ 3.22 (e)	\$ 24.71
12/18	12/19 509162376	COFFEE MATTERS ST. JOHN'S NL	\$ 141.25 037513	\$ 21.19 (e)	\$ 162.44
12/19	12/20 509409418	STAPLES.CA MISSISSAUGA ON	\$ 21.19 066524	\$ 2.76 (e)	\$ 23.95
12/19	12/20 509409417	STAPLES.CA MISSISSAUGA ON	\$ 402.74 066524	\$ 52.36 (e)	\$ 455.10
12/20	12/21 509600442	DOLLARAMA #1100 ST. JOHN'S NL	\$ 4.38 028486	\$ 0.66 (e)	\$ 5.04
12/21	12/22 509791619	DOMINION CABOT SQUARE ST. JOHN'S NL	\$ 70.12 091513	\$ 10.52 (e)	\$ 80.64
12/21	12/22 509791694	NORTH 48 ST JOHN'S NL	\$ 541.20 032023	\$ 81.18 (e)	\$ 622.38
12/21	12/25 509915339	STAPLES.CA MISSISSAUGA ON	\$ -101.77 233827	\$ -13.23 (e)	\$ -115.00
			TOTAL CREDITS	xxxx-xxxx-xxxx-0293	\$ -115.00
			TOTAL DEBITS	xxxx-xxxx-xxxx-0293	\$ 8,339.89



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 2024 - As of January 15, 2024											
(Towns include all incorporated towns and those LSDs who pay collectively)											
CustCode	Town/Local Service District	Number of Units	Number of Units x \$200.00	Prior Year (Credit) Arrears *	Total Invoiced	Payments/ Adjustments	Arrears	Over 30 Days Past Due	Over 60 Days Past Due	Current Balance	
LSDOF201	LSD of Georgetown	131	\$26,200	\$0	\$26,200	\$0	\$0	\$0	\$0	\$26,200	
LSDOF202	LSD of Marysville	240	\$48,000	\$1,500	\$49,500	\$0	\$0	\$0	\$0	\$49,500	
TOWN0003	Town of Clarke's Beach	611	\$122,200	\$0	\$122,200	\$0	\$0	\$0	\$0	\$122,200	
TOWN301	Town of Come by Chance	118	\$23,600	\$0	\$23,600	\$0	\$0	\$0	\$0	\$23,600	
TOWN302	Town of Norman's Cove-Long Cove	333	\$66,600	\$0	\$66,600	\$60	\$0	\$0	\$0	\$66,540	
TOWN303	Town of Chapel Arm	253	\$50,600	\$0	\$50,600	\$0	\$0	\$0	\$0	\$50,600	
TOWN304	Town of Southern Harbour	184	\$36,800	\$0	\$36,800	\$0	\$0	\$0	\$0	\$36,800	
TOWN305	Town of Sunnyside	205	\$41,000	\$0	\$41,000	\$0	\$0	\$0	\$0	\$41,000	
TOWN502	Town of Chance Cove	151	\$30,200	\$0	\$30,200	\$0	\$0	\$0	\$0	\$30,200	
TOWN503	Town of Arnold's Cove	535	\$107,000	\$0	\$107,000	\$0	\$0	\$0	\$0	\$107,000	
TOWN0203	Town of Colliers	293	\$58,600	\$0	\$58,600	\$5,860	\$0	\$0	\$0	\$52,740	
TOWN0205	Town of Holyrood	1095	\$219,000	\$0	\$219,000	\$0	\$0	\$0	\$0	\$219,000	
TOWN0401	Town of Aquaforte	70	\$14,000	\$0	\$14,000	\$0	\$0	\$0	\$0	\$14,000	
TOWN0402	Town of Bay Bulls	633	\$126,600	\$0	\$126,600	\$0	\$0	\$0	\$0	\$126,600	
TOWN0403	Town of Cape Broyle	277	\$55,400	\$0	\$55,400	\$0	\$0	\$0	\$0	\$55,400	
TOWN0404	Town of Fermeuse-Kingman's Cove	179	\$35,800	-\$180	\$35,620	\$0	\$0	\$0	\$0	\$35,620	
TOWN0405	Town of Ferryland	272	\$54,400	\$0	\$54,400	\$0	\$0	\$0	\$0	\$54,400	
TOWN0407	Town of Renew's-Cappahayden	234	\$46,800	\$0	\$46,800	\$0	\$0	\$0	\$0	\$46,800	
TOWN0408	Town of St. Shott's	50	\$10,000	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000	
TOWN0410	Town of Witless Bay	744	\$148,800	\$0	\$148,800	\$0	\$0	\$0	\$0	\$148,800	
TOWN0411	Town of Portugal Cove South	88	\$17,600	\$0	\$17,600	\$0	\$0	\$0	\$0	\$17,600	
TOWN0504	Town of Long Harbour-Mount Arlington Ht	195	\$39,000	\$0	\$39,000	\$0	\$0	\$0	\$0	\$39,000	
TOWN0505	Town of Fox Harbour	134	\$26,800	\$0	\$26,800	\$0	\$0	\$0	\$0	\$26,800	
TOWN0507	Town of St. Bride's	139	\$27,800	\$0	\$27,800	\$6,950	\$0	\$0	\$0	\$20,850	
TOWN0508	Town of Point Lance	47	\$9,400	\$0	\$9,400	\$0	\$0	\$0	\$0	\$9,400	
TOWN0509	Town of Branch	161	\$32,200	\$0	\$32,200	\$0	\$0	\$0	\$0	\$32,200	
TOWN0510	Town of Mount Carmel-Mitchell's Brook-St	299	\$59,800	\$0	\$59,800	\$0	\$0	\$0	\$0	\$59,800	
TOWN0511	Town of St. Joseph's	107	\$21,400	\$0	\$21,400	\$0	\$0	\$0	\$0	\$21,400	
TOWN0512	Town of Admiral's Beach	82	\$16,400	\$0	\$16,400	\$0	\$0	\$0	\$0	\$16,400	
TOWN0514	Town of Colinet	75	\$15,000	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000	
TOWN0601	Town of Whiteway	163	\$32,600	\$0	\$32,600	\$0	\$0	\$0	\$0	\$32,600	
TOWN0602	Town of Heart's Delight-Islington	464	\$92,800	\$0	\$92,800	\$0	\$0	\$0	\$0	\$92,800	
TOWN0603	Town of Heart's Desire	139	\$27,800	\$0	\$27,800	\$0	\$0	\$0	\$0	\$27,800	
TOWN0802	Town of Bay de Verde	221	\$44,200	\$0	\$44,200	\$4,620	\$0	\$0	\$0	\$39,580	
TOWN0804	Town of New Perican	162	\$32,400	\$0	\$32,400	\$0	\$0	\$0	\$0	\$32,400	
TOWN0805	Town of Hant's Harbour	193	\$38,600	\$18,381	\$56,981	\$0	\$0	\$0	\$0	\$56,981	
TOWN0806	Town of Heart's Content	239	\$47,800	\$0	\$47,800	\$0	\$0	\$0	\$0	\$47,800	
TOWN0807	Town of Winterton	295	\$59,000	\$0	\$59,000	\$0	\$0	\$0	\$0	\$59,000	
		9811	\$ 1,962,200	\$ 19,701	\$ 1,981,901	\$ 17,490	\$ -	\$ -	\$ -	\$ 1,964,411	

* 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 2024	Payments Received	Arrears	Over 30 Days Past Due	Over 60 Days Past Due	Outstanding Balance		
TOWN0001	Town of Carbonear	2175	\$ -	\$ 31,983	\$ -	\$ -	\$ -	\$ -	\$ 31,983		

2024 TOTAL OUTSTANDING INCORPORATED TOWNS	\$ 1,996,393.92
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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:	Group Benefits Renewal – Jenkins Anthony for Medavie Blue Cross
MEETING DATE:	2024-01-31
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 Eastern Regional Service Board renew its provision of group benefits through Jenkins Anthony for Medavie Blue Cross effective February 1, 2024.

MOTION:

BE IT RESOLVED that the Board renew the provision of group benefits through Jenkins Anthony for Medavie Blue Cross effective February 1, 2024.

BACKGROUND/DISCUSSION:

- In 2016 ERSB went to market for the provision of group benefits. The result was an overall decrease in the cost of providing group benefits.
- The group benefits program is 50/50 cost-shared with the employer (ERSB) except for Long-Term Disability that is paid 100 percent by the employees.
- For 2024 onward:
 - There is no change in the premiums for accident, dependent life, critical illness, and EFAP (Employee and Family Assistance Program); however,
 - There is a 10% increase in Life, a 10% increase in Short Term Disability, a 15% increase in Long Term Disability, 24% increase in health premiums; and,
 - A 15% increase in dental premiums.
- These increases in premiums reflect both current market conditions as well as the high paid claims activity over the past year.
- The formula for the new renewal rates saw an increase of 85% for Health and 34% for dental. These prescribed increases were decreased due to negotiation between the broker and the provider.

- Basic Life, Dependent Life, AD&D premiums are based on the age and gender of employees while the claims activity from prior years impacts the Health and Dental rates.
- If members wish to obtain further information, Mr. Bill Jenkins, President of Jenkins Anthony, is available to schedule a meeting with the committee to outline the renewal process.

FINANCIAL IMPACT:

- For 2023, the monthly premium was originally \$7,022.88 and beginning February 2024 the monthly premium will be \$7,661.80. This represents an increase of 8.3%

ATTACHMENTS:

- Monthly Premium Summary from renewal package provided by Jenkins Anthony.

January 10, 2024

Ms. Lynn Tucker
Manager Cooperate Services
Eastern Regional Service Board
255 Majors Path, Suite 3
St. John's, NL
A1A 0L5

Dear Lynn:

Re: Policy No. 12371-000 Eastern Regional Service Board - Renewal 2024

We have completed our negotiations of the renewal rates for the next policy year.

As you are aware rates for Basic Life, Dependent Life and AD & D are based on the age and sex of your employees while the paid claims have a direct impact on the Health and Dental rates.

Lynn, we hope this is satisfactory and should you have any questions, please give me a call.

Yours truly,



William K. Jenkins
President
WKJ/elp
encl.

EASTERN REGIONAL SERVICE BOARD

RENEWAL MEETING AGENDA

January 2024

⇒ SUMMARY

⇒ HEALTH AND DENTAL

⇒ COST PROJECTIONS

⇒ MONTHLY UNIT RATE SUMMARY

⇒ MONTHLY PREMIUM SUMMARY

◆ SUMMARY

JAI Negotiated

◆ Life	10% Increase
◆ Accident	No Change
◆ Dependent Life	No Change
◆ Critical Illness	No Change
◆ Short Term Disability	10% Increase
◆ Long Term Disability	15% Increase
◆ Health	24% Increase
◆ Dental	15% Increase
◆ EFAP	No Change

◆ HEALTH AND DENTAL

◆ Claims Analysis

◆ Health Projections

◆ Dental Projections

◆ CLAIMS ANALYSIS

HEALTH

Health	Premium \$	Claims \$	Loss Ratio %
2017/2018	16,650	14,660	88
2018/2019	22,093	13,207	60
2019/2020	23,345	14,795	63
2020/2021	19,606	13,814	70
2021/2022	20,108	17,327	86
2021/2022	24,428	24,938	102

DENTAL

Dental	Premium \$	Claims \$	Loss Ratio %
2017/2018	14,502	6,894	48
2018/2019	12,491	6,525	52
2019/2020	11,301	7,306	65
2020/2021	9,537	6,934	73
2021/2022	9,756	8,891	91
2021/2022	11,663	10,222	88

◆ 2024 HEALTH RENEWAL PROJECTIONS

PREMIUM*	\$20,764
CLAIMS	\$24,938
ADMINISTRATION	26%
INFLATION	14%

◆ Formula

$$\frac{\text{Claims}}{\text{Premium} \times \text{Inflation Factor} = \% \text{Increase/Decrease}} \\ 1 - \text{Administration}$$

$$\frac{24,938}{20,764 \times 1.14} = 85\% \text{ Increase} \\ 1 - .26$$

We have negotiated a 24% increase based on all Provincial Benefit Program results.

* The \$3,664 pooling charge has been removed.

◆ 2024 DENTAL RENEWAL PROJECTIONS

PREMIUM	\$11,663
CLAIMS	\$10,222
ADMINISTRATION	26%
INFLATION	13%

◆ Formula
$$\frac{\text{Claims}}{\text{Premium} \times \text{Inflation Factor}} = \% \text{ Increase/Decrease}$$

$$1 - \text{Administration}$$

$$\frac{10,222}{\frac{11,663 \times 1.13}{1 - .26}} = 34\% \text{ Increase}$$

We have been able to negotiate a 15% increase effective February 1, 2024.

◆ MONTHLY RATE SUMMARY

◆ MONTHLY RATE SUMMARY

Present Benefits	Current \$	JAI Negotiated \$
Life	0.286	0.315
Dependent Life	2.42	2.42
Accident	0.045	0.045
Critical Illness		
Single	14.91	14.91
Family	18.88	18.88
Short Term Disability	0.44	0.484
Long Term Disability	3.723	4.281
Health		
Single	69.77	86.52
Family	164.33	203.77
Dental		
Single	24.10	27.72
Family	64.70	74.41
EFAP	2.82	2.82

◆ MONTHLY PREMIUM SUMMARY

◆ MONTHLY PREMIUM SUMMARY

Benefit	Current \$	JAI Negotiated \$
Life	135.85	149.44
Dependent Life	38.72	38.72
Accident	21.38	21.38
Critical Illness		
Single	44.73	44.73
Family	302.08	302.08
Short Term Disability	797.46	877.20
Long Term Disability	2,106.51	2,422.49
Health		
Single	348.85	432.60
Family	1,807.63	2,241.46
Dental		
Single	96.40	110.86
Family	841.10	967.27
EFAP	53.58	53.58
Total Monthly Premium	\$6,594.28	\$7,661.80

EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	St. Joseph's Waste Recovery Facility Snow Clearing Tender 2024
MEETING DATE:	2024-01-31
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:

It is recommended that Eastern Regional Service Board accept the lowest bid for the tender for snow clearing at St. Joseph's Waste Recovery Facility for 2024.

MOTION:

BE IT RESOLVED that the Board accept the lowest bid for the tender for snow clearing at the St. Joseph's Waste Recovery Facility for 2024.

BACKGROUND/DISCUSSION:

- The Board issued tenders for snow clearing and sanding at six of the eleven waste recovery facilities that it operates.
- One bid was received for the St. Joseph's site; however, it was a non-compliant bid; therefore, the tender had to be re-issued. No bids were received when the tender was issued for the second time.
- The tender was issued for the third time and one bid was received.
- Only one bid received, the low bid for St. Joseph's – Singleton's Mechanical, \$7,500 plus HST of \$1,125. This is the same price as last year – no increase.
- The Strategy & Policy Committee has recommended winter closure of the Cavendish and Bell Island facilities. Therefore, snow clearing is not required at these sites.
- The Sunnyside Waste Recovery Facility is closed to the public and staff continue to work through the Board's de-commissioning plan for this facility.
- The remaining waste recovery facilities will either be cleared by our internal staff, the onsite contractor, or not be open during winter months.
- The change between the winter of 2022-2023 to the coming winter 2024 for all snow clearing tenders equates to approximately 5.3 percent increase over previous tenders.

- Table 1 (below) compares 2024 tender prices to the tendered amounts from the previous four years. Note: Previous years the tender was for 4 months while this tender is for 3 months.

Table 1:

Location	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Cavendish	\$13,200.00	\$15,705.00	\$13,200.00	\$13,260.00	\$13,760.00	\$16,850.00	Not tendered
Renews – Cappahayden	\$3,590.00	\$3,590.00	\$3,590.00	\$3,900.00	\$3,900.00	\$4,800.00	\$7,800.00
Bay Bulls	\$7,101.12	\$5,880.00	\$4,576.00	\$4,272.00	\$5900.00	\$7,435.00	\$8,800.00
St. Joseph's	\$5,500.00	\$5,500.00	\$6,000.00	\$6,000.00	6,500.00	\$7,500.00	\$7,500.00
Placentia	\$5,600.00	\$5,218.00	\$4,799.96	\$4,599.92	\$4,452.14	\$5,600.00	\$5,600.00
Harbour Grace	\$14,000.00	\$14,900.00	\$14,900.00	\$14,900.00	\$14,900.00	\$16,900.00	\$16,900.00
Sunnyside	not tendered	\$24,750.00	not tendered	not tendered	not tendered	not tendered	not tendered
Whitbourne	internal resources	internal resources	Internal resources	Internal resources	Internal resources	Internal resources	Internal resources
Clareville	internal resources	internal resources	Internal resources	Internal resources	Internal resources	Internal resources	Internal resources
Old Perlican	contractor responsibility	contractor responsibility	contractor responsibility	contractor responsibility	contractor responsibility	contractor responsibility	contractor responsibility
Bell Island	NA	NA	NA	NA	\$4,790.00	not tendered	not tendered

Note: The waste recovery facilities at Cavendish and Bell Island are closed for winter from mid-December 2023 to Tuesday, April 2, 2024 when they reopen.

ATTACHMENTS:

- Tender result sheets

From: [Holly Power](#)
To: [Holly Power](#)
Cc: [Christie Dean](#); [Craig Drover](#); [Lynn Tucker](#)
Subject: Motion By Email: Award of Snow Clearing Tender for St. Joseph's WRF
Date: January 2, 2024 4:54:13 PM
Attachments: [20240102_193850.pdf](#)
[Brief Note - Snow Clearing Tender St. Josephs 2024.pdf](#)

Good afternoon,

The Board recently re-issued a tender for snow clearing and ice control services for the 2024 (January-March) winter season for the St. Joseph's Waste Recovery Facility.

A public tender opening was held at 2:00 p.m. today at the Board's office on Majors Path and the results of the tender opening are attached. Only one bid was received from Singleton's Mechanical in the amount of \$7,500, plus HST. In addition, a brief note is attached to provide you all information regarding this tender.

To ensure timely award of this contract, would you please **respond to this motion by email by 12:00 noon on Thursday, January 4, 2024.** At this time, there is snow forecasted for Friday, January 6th; therefore, we will need snow clearing at this facility for Saturday.

This motion will be discussed at the Board's Finance & Audit Committee meeting on January 19th and will be ratified at the Board's regular monthly public meeting on January 31st.

MOTION:

BE IT RESOLVED that the Finance & Audit Committee recommends that the Board accept the lowest bid for the tender for snow clearing at the St. Joseph's Waste Recovery Facility for 2024.

Your prompt response to this matter will be greatly appreciated.

Thanks,
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 | C. 709-697-2633 | F. 709-579-5392 | hpower@ersbnl.ca |
www.easternregionalserviceboard.com



**THOSE WHO RESPONDED ELECTRONICALLY TO THE MOTION BY EMAIL
TO AWARD SNOW CLEARING TENDER AT ST. JOSEPH'S WASTE
RECOVERY FACILITY**

MOTION: BE IT RESOLVED that the Board accept the lowest bid for the tender for snow clearing at the St. Joseph's Waste Recovery Facility for 2024.

(Motion sent by email on Tuesday, January 2, 2024)

IN FAVOUR

(Alphabetical order)

Bill Antle
Danny Breen
Jill Bruce
Glenn Clarke
Rod Delaney
Wesley Drodge
Ron Ellsworth
Sandy Hickman
Jamie Korab
Kevin McDonald
Ophelia Ravencroft
Carl Ridgeley
Stephen Tessier
Gerard Tilley
Larry Vaters
Hilda Whelan

AGAINST

(Alphabetical order)

None

NO RESPONSE

(Alphabetical order)

Maggie Burton
Sheilagh O'Leary
Nathan Ryan
Mark Vardy

Snow Clearing – St. Joseph’s Waste Recovery Facility

Tender Description: Snow Clearing – St. Joseph’s Waste Recovery Facility

CHRISTIE DEAN
A Commissioner for Oaths in and for
the Province of Newfoundland and Labrador.
My Commission expires on December 31, 2027.

Operations Director, Eastern Regional Service Board

A Commissioner for Oaths in and for
the Province of Newfoundland and Labrador.
The Commission expires on December 31, 2027.

Eastern Regional Service Board

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: E1

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

5. Is the BWA reason code accurate? ☒ Yes ☐ No

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

6. Are there other water quality issues? ☐ Yes ☒ No

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

7. Provide the following information for the last quarter:

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

bo



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 update this quarter. Waiting on a water tank.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Community Name: Aquaforte

Water Supply: Davies Pond

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

3. Provide the following information for the last quarter:

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average				0.20
Minimum				0.04
Maximum				1.90

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)
1,757	2,800	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? 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? All is well.

Regional Operator Name: Ken Rollings
Date: 12/31/2023

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: 12/31/2023

Community Name: Fermeuse

Water Supply: Bear Cove Pond

1. Is the disinfection system operational? ☒ Yes ☐ No

2. Are chlorine residual tested on a daily basis?

☐ Yes

☐ No

☒ Free Chlorine Only

☐ Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 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. No Chlorine residuals submitted.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

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: 12/31/2023

Community Name: Ferryland

Water Supply: Deep Cove Pond

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

3. Provide the following information for the last quarter:

	Near 1 st User		Near End of Line	
	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Free Chlorine (mg/L)	Total Chlorine (mg/L)
Average	1.13		0.40	
Minimum	0.15		0.05	
Maximum	2.20		1.31	

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.
12. Other comments?.

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Community Name: Gaskiers – Point La Haye

Water Supply: Big Hare Hill Pond

1. Is the disinfection system operational? ☒ Yes ☐ No

2. Are chlorine residuals tested on a daily basis?

☐ Yes

☒ No

☐ Free Chlorine Only

☐ Total Chlorine Only

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

	Near 1 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: C1

If yes, describe plan to address BWA: Trying to get a face to face meeting

5. Is the BWA reason code accurate? ☒ Yes ☒ No

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

6. Are there other water quality issues? ☐ Yes ☒ No

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

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m 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. A potable water dispensing unit was installed in October.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Community Name: Georgetown
groundwater supply

Water Supply: Third Pond and smaller

1. Is the disinfection system operational? ☒ Yes ☐ No
2. Are chlorine residuals tested on a daily basis?
☒ Yes ☐ No ☐ Free Chlorine Only ☐ Total Chlorine Only
3. Provide the following information for the last quarter.

	Near 1 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:
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)
		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: 12/31/2023

Community Name: Goobies

Water Supply: Water Pond

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

3. Provide the following information for the last quarter:

	Near 1 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: No contact this quarter.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Regional Water/Wastewater Operator Program Quarterly Report Drinking Water System

Community Name: Marysvale

Water Supply: Drilled

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

3. Provide the following information for the last quarter:

	Near 1 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: The BWA could be lifted, however there is a Manganese exceedance.

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

6. Are there other water quality issues? ☒ Yes ☐ No
 If yes, describe the issues and the plan to address them: There was a manganese exceedance. The town was referred to the Contaminants Study Program.

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m 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?
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. An email was sent.
No reply.
12. Other comments? The Boil Water Advisory could be lifted, however there remains a manganese exceedance.

Regional Operator Name: Ken Rollings
Date: 12/31/2023

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 submitted.

	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: 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: 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)

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. Email sent to Chair of LSD looking for update.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Community Name: O'Donnell's

Water Supply: Well Field

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

3. Provide the following information for the last quarter:

	Near 1 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. Contacted town regarding continuation of pilot program. They will consider at next meeting.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

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: no data received

	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: 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)
		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 operator for update. No reply.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Community Name: Renew-Cappahayden

Water Supply: #1 Dinn's Well

1. Is the disinfection system operational? ☒ Yes ☐ No

2. Are chlorine residual tested on a daily basis?

☐ Yes

☐ No

☒ Free Chlorine Only

☐ Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 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. No contact this quarter. All is well.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Community Name: Riverhead

Water Supply: Well Field

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

3. Provide the following information for the last quarter: Nov 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	1.12			
Minimum	0.94			
Maximum	1.65			

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? 1
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: 12/31/2023

Community Name: St. Joseph's

Water Supply: Drilled

1. Is the disinfection system operational? ☐ Yes ☒ No

2. Are chlorine residuals tested on a daily basis?

☐ Yes ☒ No ☐ Free Chlorine Only ☐ Total Chlorine Only

3. Provide the following information for the last quarter:

	Near 1 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: encourage town to get Chlorination pump

5. Is the BWA reason code accurate? ☒ Yes ☐ No

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

6. Are there other water quality issues? ☒ Yes ☐ No

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

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m 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. Called. Left message. No reply.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 12/31/2023

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: [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings

Date: 12/31/2023

Community Name: St. Mary's

Water Supply: Wellfield

1. Is the disinfection system operational? ☒ Yes ☐ No

2. Are chlorine residuals tested on a daily basis?

☐ Yes

☐ No

☐ Free Chlorine Only

☐ Total Chlorine Only

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

	Near 1 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: 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. No contact this quarter.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

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: some data in Oct

	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	0.29	0.32	0.92	1.16
Minimum	0.00	0.00	0.22	0.35
Maximum	1.19	1.27	2.20	2.20

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: town is now planning for a new well

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. The community decided not to proceed with BWA removal on their surface water supply. They are planning for a new groundwater supply in 2024.
12. Other comments? [Click or tap here to enter text.](#)

Regional Operator Name: Ken Rollings
Date: 12/31/2023

Community Name: Swift Current

Water Supply: Drilled Well

1. Is the disinfection system operational? ☒ Yes ☐ No

2. Are chlorine residuals tested on a daily basis?

☐ Yes ☐ No ☐ Free Chlorine Only ☐ Total Chlorine Only

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

	Near 1 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: See below.

5. Is the BWA reason code accurate? ☒ Yes ☐ No

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

6. Are there other water quality issues? ☒ Yes ☐ No

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

7. Provide the following information for the last quarter:

Average Daily Water Use	Maximum Day Demand	Unit of Measurement (i.e. USGPM, L/day, m 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
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 Chair of LSD regarding the installation of an ion exchange to combat the high Manganese levels. The project was approved by Municipal Affairs.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 12/31/2023

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: 12/31/2023

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	3.60	4.06	0.06	0.06
Minimum	1.02	1.08	0.02	0.00
Maximum	5.00	5.90	0.20	0.15

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)
142,558	180,700	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
Quarterly Report
Drinking Water System

11. Provide a summary of meetings or training held in the community during the last quarter. Discussed consultant's report with operator. Council is meeting in early Jan 2024 to discuss the way forward.
12. Other comments?

Regional Operator Name: Ken Rollings
Date: 12/31/2023

From: [Holly Power](#)
To: [Holly Power](#)
Cc: [Christie Dean](#); [Craig Drover](#); [Lynn Tucker](#)
Subject: 2024 ERSB Sub-Committees
Date: December 21, 2023 10:05:25 AM

Good morning, Everyone!

As you know, it is this time of year that the Board's Sub-Committees are reviewed by the Chair and a shuffle of Members may take place. That said, starting January of 2024, the Board's Committees will be structured as follows...

FINANCE & AUDIT	STRATEGY & POLICY	GOVERNANCE
Sandy Hickman, Chair	Gerard Tilley, Chair	Kevin McDonald, Chair
Bill Antle	Ron Ellsworth	Jill Bruce
Larry Vaters	Sheilagh O'Leary	Wesley Drodge
Mark Vardy	Rod Delaney	Jamie Korab
		Carl Ridgeley

The Chair would like to thank Mayor Hilda Whelan (Since 2017) and Councillor Glenn Clarke (Since 2018) for their Committee contributions over the years and looks forward to their continued support through their Board and Council duties.

If you have any questions or concerns, please don't hesitate to reach out to either the Chair or myself. Our office will be closed after today and will reopen for the new year on January 2, 2024.

Have a wonderful holiday, and best wishes into 2024.

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 | C. 709-697-2633 | F. 709-579-5392 | hpowers@ersbnl.ca |

www.easternregionalserviceboard.com



EASTERN REGIONAL SERVICE BOARD

PROFESSIONAL DEVELOPMENT OPPORTUNITIES 2024

1	SWANA Canada Annual Conference	Niagara Falls, ON	April 3 – 5
2	WasteExpo 2024 Conference	Las Vegas, NV, USA	May 6 – 9
3	SWANA Northern Lights 2024 Conference	Saskatoon, SK	May 29 – 31
4	FCM Annual Conference & Trade Show 2024	Calgary, AB	June 6 – 9
5	FCM Sustainable Communities Conference	N/A	N/A
6	ICMA Annual Conference 2024	Pittsburgh, PA, USA	September 21 – 25
7	SWANA WasteCon 2024	Dallas, TX, USA	October 21 – 24

1. **SWANA (Solid Waste Association of North America) CANADA ANNUAL CONFERENCE**

April 3 – 5, 2024

Niagara Falls, Ontario

Agenda: To be determined; however, below is a list of topics provided for the event.

Conference Topics Include:

- Municipal Long Term Strategic Plan Development
- Climate Change Adaptation & Responses
- Organics Management
- Plastic Waste
- Landfill Design & Operations
- Methane Management
- Labour Recruitment & Retention
- EPR Transition
- Local Circular Economy Initiatives
- Collection Innovation
- Health & Safety

TOPICS ARE NOT RELEVANT FOR ERSB DIRECTORS; THEREFORE, THE RECOMMENDATION IS NOT TO ATTEND THIS EVENT.

2. WASTE EXPO 2024

May 6 – 9, 2024

Las Vegas, Nevada, USA

Professional development opportunity for Operations, Recycling, Sustainability, Business Insights, Technology, and Innovation, etc.

Latest vehicles, latest technology, and latest curriculum to improve the environment.

Agenda: To be determined

***Christie has noted that this event is heavy on trade show and light on sessions.
This event has not been attended in the past.***

So, what can you expect?



3. SWANA Northern Lights Conference 2024

May 29 – 31, 2024

Saskatoon, SK

Agenda: To be determined

Overview

Saskatchewan Waste Reduction Council and SWANA Northern Lights Chapter present:

ReForum 2024 Co-Conference “Common Bond”

May 29th – 31st, 2024

Delta Hotels Saskatoon Downtown, Saskatoon SK

Common Bond, a co-conference and tradeshow hosted by the Saskatchewan Waste Reduction Council and SWANA Northern Lights Chapter will highlight advancements in waste and recycling, how we must work together to achieve our goals and explore topics where we share a COMMON BOND. There will be tours, networking events and opportunities for collaboration and training for waste management professionals, users of facilities, equipment, programs and communication tools. Expect informative sessions and look forward to an exciting three days in Saskatoon.

4. FCM (Federation of Canadian Municipalities) ANNUAL CONFERENCE & TRADE SHOW 2024

June 6 – 9, 2024

Calgary, AB

Agenda: To be determined.

Join more than 1,000 elected officials from coast to coast to coast for ***Redefining our future***, FCM’s 2024 Annual Conference and Trade Show and Canada’s largest pan-Canadian gathering of elected officials.

Through our thoughtfully chosen activities and programming, AC 2024 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.

Stay tuned! Registration opening soon.

5. FCM Sustainable Communities Conference 2024

No information is available on the website regarding this conference for 2024.
Last conference held February 2023.

6. ICMA (International City/County Management Association) Annual Conference 2024

September 21 – 25, 2024
Pittsburgh, PA, USA

Agenda: To be determined.

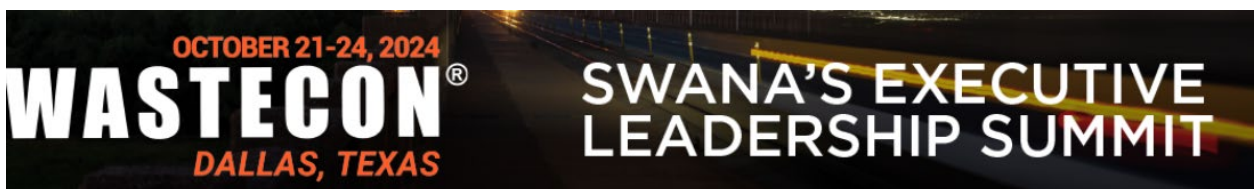
Plan to Join us September 21-25

The 2024 ICMA Annual Conference will bring together local government professionals around the world to connect and learn from peers, focus on emerging trends and challenges, and provide solutions to help them prepare for the future.

7. SWANA WasteCon 2024

October 21 – 24, 2024
Dallas, Texas

Agenda: To be determined.



EASTERN REGIONAL SERVICE BOARD

BRIEFING NOTE / REPORT

TITLE:	Joint Councils Update
MEETING DATE:	2024-01-31
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.

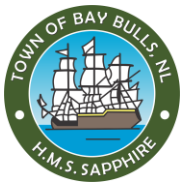
MOTION:

N/A

BACKGROUND/DISCUSSION:

- The Southern Shore Joint Council (SSJC) was scheduled to take place on Thursday, January 11th; however, this meeting did not proceed due to lack of quorum.
- The next SSJC meeting is scheduled for Thursday, February 8th and will take place at the Town Hall in Ferryland.
- The Conception Bay North Joint Council (JCCBN) is scheduled to meet again on Thursday, February 1st with the meeting format to be determined.
- The Northeast Avalon Joint Council (NEAJC) continues to meet on the second Wednesday of every month with their last meeting being Wednesday, January 10th.
- The NEAJC held an election to fill the position of Treasurer and was pleased to announce the acclamation of Ms. Andrea Gosse of the Town of Conception Bay South.
- The NEAJC has been reviewing their constitution and as a result, they've moved their Annual General Meeting (AGM) to the month of October to get back in line with proper scheduling.
- The Sounds Joint Council (TSJC) did not meet in January due to conflicting schedules.
- The next meeting of TSJC will take place on Monday, February 5th.

- 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.



TOWN OF BAY BULLS

January 19, 2024

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

Re: Waste Recovery Facility Closure – Southern Shore Region

Ms. Dean:

The recent decision to temporarily close the Waste Recovery Facilities in Bay Bulls and Renew-Cappahayden citing the Boards failure to adhere to Occupation Health and Safety Regulations for cold weather working conditions is unacceptable and hasteful. There are now 6,000 residents from Bay Bulls to Renew-Cappahayden without access to a local waste recovery facility. The rise of illegal dumping will be seen in both host communities, as well as all communities along the Southern Shore. Frustration levels of the facilities users are very high, the municipalities are receiving an increase in telephone calls, e-mails, and in-person visits voicing opposition to the Boards decision to close the facilities rather than find a temporary solution to ensure the facilities could remain operational for the winter months.

The Towns of Bay Bulls and Renew-Cappahayden are requesting Eastern Regional Service Board reconsider the decision to close the Bay Bulls and Renew-Cappahayden facilities and provide a temporary solution to their employees by either:

- Issuing petro-cards to employees, so they may use their personal vehicles for a warming area;
- Providing the use of a company issued vehicle;
- Modifying the hours of operation to allow less time in colder temperatures;
- Providing the employees with proper protective clothing;
- Providing warming packets to be placed inside clothing;
- Considering the temporary rental of a gas-powered generator to provide power to the existing shelter, along with a standard space heater.

Outside work in Newfoundland and Labrador has not ceased due to windchill and weather patterns. The regulations take into account a number of factors not just a windchill of -7 or below. Outside workers in Labrador use vehicles among other solutions as a means of “warm shelter” in -25 temperatures. The municipalities ask that the Board provide the completed Job Site Hazard Assessment that concluded the only viable solution was a full closure. The municipalities both agree that if the Board is willing to implement a temporary solution from the above list of suggestions work can safely resume at the waste recovery sites.

The Towns of Bay Bulls and Renew – Cappahayden are requesting the Board review the above suggestions and respond with a plan outlining the date for the waste recovery facilities to reopen.

Should you have any questions please contact me at 709-334-3454 or email awakeham@townofbaybulls.com.

Kind regards,

Ashley Wakeham
Town Manager

CC *John Lawlor, Mayor for Town of Renew-Cappahayden*
 Loyola O'Driscoll, MHA for Ferryland District
 Lynn Tucker, Chief Administrative Office, Eastern Regional Service Board
 Nathan Ryan, Southern Shore Representative, Eastern Regional Service Board

January 22, 2024

Town of Bay Bulls and
Town of Renewals-Cappahayden

Dear Ashley,

RE: Waste Recovery Facility Closures – Southern Shore Region

The Eastern Regional Service Board's (ERSB) decision to temporarily close the waste recovery facilities at Bay Bulls and Renewals-Cappahayden resulted from fluctuating windchill conditions that made it logistically challenging and unpredictable to keep the sites open for the benefit of users dropping off household bulk waste.

While we regret that the towns find the decision to be unacceptable and hasteful, the ERSB is compliant with provincial Occupational Health and Safety Regulations (OH&S). The decision to temporarily close these facilities certainly was not an ideal solution, but the right one for the time while we work through connecting electricity to the warming shelters at both sites. OH&S regulations prohibit outside workers from working in -7°C windchill or lower without an acceptable warming shelter.

As mentioned in our correspondence to Southern Shore communities, this measure is temporary until the weather warms up, or electricity is installed. You are aware that the ERSB is awaiting approval from Crown Lands for an electrical easement at both locations. We have done what we can to expediate this process and again call on community leaders to reach out to the Province.

Well before receiving your letter outlining scenarios suggesting a way hasten a return to regular hours, the items listed have either been followed or were found to be counterintuitive to OH&S regulations as they would present further liability for the Board and/or would add costs that would have to be passed on to our customers.

Issuing gas cards would be an added expense not to mention pose a risk of staff being exposed to carbon monoxide poisoning. We do not have a big enough complement of vehicles to provide one each for these waste recovery facilities. To purchase vehicles for this purpose would increase the annual costs of operations and would have to be passed along to the users of these facilities. Modifying operating hours is not an option for windchill issues that exist all day. Hours of work for site staff are set in their employment agreements and often they accept these part-time positions to supplement other income.

.../2

The Board schedules the hours of operation so that the facilities are open at times convenient for users as well as ensuring the safety of staff by closing these facilities before dark.

All our Site Attendants have been provided with proper winter protective clothing and warming packets; however, this does not relieve the employer from the responsibility to provide an acceptable warming shelter.

The ERSB researched the use of gas-powered generators that would comply with OH&S regulations; however, it was clear that we could not have employees lifting and transporting gas-powered generators and gasoline in their personal vehicles. If ERSB left gas-powered generators and gasoline at these sites, it would most likely be stolen or become a fire hazard for the site and community.

The Board investigated the purchase/leasing of large construction gas generators, and they were simply too expensive for temporary usage.

We anticipated residents might be frustrated and apologize to all involved for the inconvenience; however, the ERSB must comply with all provincial regulations. The provision of bulk drop-off sites is not an essential service.

Fortunately, at both sites this is the least busy period of the year. For winter, on average at the Renew-Cappahayden site, we see 1.4 customers per hour, and for the Bay Bulls site, we see an average of 2.4 customers per hour.

The operation of the ERSB's network of waste recovery facilities is \$1.4 million annually. To provide some perspective, in 2022, each customer visit to the Bay Bulls site costs the ERSB \$23.83 and each customer visit to the Renew-Cappahayden site costs the ERSB \$37.75. Any additional costs incurred by ERSB would have to be passed along to the users of these facilities.

Proximity to the Residential Drop-off at Robin Hood Bay leaves a year-round alternative for discarding bulk materials. Any bulk materials that cannot wait for the reopening of the Bay Bulls or Renew-Cappahayden sites could be transported to Robin Hood Bay.

The ERSB is pleased to offer residents these sites to dispose of their bulk waste items at no additional costs. In other jurisdictions including Central and Western Newfoundland, there is a disposal fee charged to use these drop-off sites.

In addition, it is important for community leaders to understand that the waste fee charged to you for each household annually does not include fees for the operation of the waste recovery facilities. The annual waste fee covers the costs of the curbside/roadside waste collection and transportation only.

Town of Bay Bulls and
Town of Renewals-Cappahayden
Page 3
January 22, 2024

The operation of the Board's network of 10 waste recovery facilities throughout the Eastern region is paid through the tip/disposal fees charged at the regional landfill at Robin Hood Bay.

As a not-for-profit whose reason for being is to provide quality service at reasonable costs, the ERSB is reluctant to take any stopgap measures that could incur additional costs as these costs would have to be passed along to the users of these facilities.

In closing, I hope this information is beneficial to you and we want you to know that we appreciate your concerns and certainly those on behalf of the waste recovery facility users.

We hope you and others from your area will work with us to get these sites re-opened as soon as possible.

Yours sincerely,
EASTERN REGIONAL SERVICE BOARD

A handwritten signature in dark ink, appearing to read "Lynn Tucker", is written over a light blue horizontal line.

Lynn Tucker
Chief Administrative Officer

- c John Lawlor, Mayor, Town of Renewals-Cappahayden (jlawlor@killickgroup.com)
 Loyola O'Driscoll, MHA, Ferryland District (loyolaodriscoll@gov.nl.ca)
 Christie Dean, Director Operations, ERSB (cdean@ersbnl.ca)
 Nathan Ryan, Southern Shore Representative, ERSB (nathan@nathanryan.ca)
 Stephen Tessier, Chair, ERSB (stessier@ersbnl.ca)

From: [Nathan Ryan](#)
To: [Steve Tessier](#)
Cc: [Holly Power](#); [Lynn Tucker](#)
Subject: Official Notice of Resignation ERSB
Date: January 24, 2024 11:00:28 AM

Dear Steve, Lynn, and Holly,

It has truly been an honor serving the Southern Shore as a member of the Eastern Regional Service Board (ERSB) and fulfilling the role of Joint Council Chair. I am sincerely grateful for the relationships and friendships developed with each of you and my esteemed municipal colleagues. Regrettably, due to my current personal and professional commitments, I find myself unable to continue in my capacity as the Chairperson of the Southern Shore Joint Council and the Southern Shore representative on the ERSB.

I kindly request the Southern Shore Joint Council to initiate the election process to select a new Chairperson and ERSB Representative for our region. At this time, I will maintain my commitment as a representative for the Town of Ferryland on the SSJC.

I would like to express my gratitude for the opportunity to serve in these roles. Collaborating with such a dedicated and talented team has been a privilege, and I value the support extended to me throughout my tenure with the board. I wish you and all board members the very best moving forward, and I eagerly anticipate future opportunities to address shared interests for the residents of the Southern Shore.

Thank you once again for the opportunity.

Best regards,
Nathan Ryan

1. **Upcoming Meetings**

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

- a) The next meeting of the Board of Directors will take place on Wednesday, February 28, 2024, at 7:00 p.m. This meeting will have a hybrid format with the location to be determined.
- b) The next meeting of the Finance & Audit Committee will take place on Thursday, February 15, 2024, at 12:30 p.m., format to be determined.
- c) The next meeting of the Strategy & Policy Committee will take place on Wednesday, February 14, 2024, at 1:30 p.m., format to be determined.
- d) The next meeting of the Governance Committee will take place on Wednesday, February 21, 2024, at 10:30 a.m., format to be determined.