



**PEACE RIVER REGIONAL DISTRICT
Solid Waste Committee**

for the meeting to be held on **January 12, 2018**
at the Regional District offices, 1981 Alaska Avenue, Dawson Creek, BC
commencing at 1:00 pm

1. **Call to Order:**
 2. **Election of Chair and Vice Chair:**
 3. **Notice of New Business:**
 4. **Adoption of the Agenda:**
 5. **Adoption of the Minutes:**
 - M-1 Solid Waste Committee Meeting Minutes of December 7, 2017
 6. **Business Arising from the Minutes:**
 7. **Correspondence:**
 8. **Reports:**
 - R-1 December 11, 2017 – Purchase and survey of land for future Lebel Solid Waste Transfer Station.
 - R-2 January 9, 2018 – January 5, 2018 Plan Monitoring and Advisory Committee meeting recommendations
 9. **New Business:**
 - NB-1 Establish 2018 Meeting Schedule
 10. **Items for Information:**
 - I-1 Solid Waste Financial Summary Report and Financial Report – December 2017
 - I-2 Solid Waste Committee Terms of Reference
 11. **Adjournment:**
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PEACE RIVER REGIONAL DISTRICT Solid Waste Committee Meeting Minutes

DATE: Thursday, December 7, 2017

PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Rose, Electoral Area 'E' - Committee Chair
Director Goodings, Electoral Area 'B'
Director Brad Sperling, ex-officio
Alternate Director Deck, District of Chetwynd
Alternate Director Christensen, City of Fort St. John

Staff

Chris Cvik, Chief Administrative Officer
Shawn Dahlen, Deputy Chief Administrative Officer
Paulo Eichelberger, General Manager of Environmental Services
Phil Kovacs, Solid Waste Manager
Loryn Day, Solid Waste Coordinator
Crystal Brown, Electoral Area Manager
Suzanne Garrett, Corporate Services Coordinator

1) Call to Order The meeting was called to order at 10:00 am

DIRECTORS NOTICE OF NEW BUSINESS:

P. Eichelberger post Christmas Tree event at Moberly Lake and Charlie Lake

ADOPTION OF THE AGENDA:

2) Adoption of the Agenda MOVED by Alternate Director Deck, SECONDED by Director Sperling, that the Solid Waste Committee agenda for the December 7, 2017 meeting, including additional items for the agenda, be adopted as amended:

Call to Order

Notice of New Business

Adoption of the Agenda

Minutes

M-1 Solid Waste Committee Meeting Minutes of November 2, 2017

Business Arising from the Minutes

Correspondence

Reports

- R-1 November 24, 2017 – Direct award of solid waste transfer station survey work
- R-2 November 24, 2017 negotiated increase -Contract #07-2015 NPRLF operations
- R-3 November 29, 2017 Direct award NPRLF erosion abatement investigation
- R-4 For Information – November 27, 2017 Waste Composition Study
- R-5 November 28, 2017 Negotiation for increase to Recycling Contract
- R-6 November 23, 2017 SW Disposal Fee Policy – amendment
- R-7 November 29, 2017 Waste Education Plan update and pre-budget approval
- R-8 November 29, 2017 Recycle BC Consultation – proposed plan changes

New Business

NB-1 2018 meeting schedule

Adoption of Agenda (continued)

Items for Information

I-1 Basecamp Follow-up list - Solid Waste Committee

I-2 Solid Waste Financial Summary Report and Financial Report – November

I-3 Solid Waste Committee Terms of Reference

Adjournment

CARRIED.

MINUTES:

3) M-1 Nov 2/17
SWC Mtg Min.

MOVED by Director Goodings, SECONDED by Alternate Director Sperling,
That the Solid Waste Committee meeting minutes of November 2, 2017 be
adopted.

CARRIED.

REPORTS:

5) R-1 re:
survey work

Staff obtained quotes from three local surveying firms to perform the necessary surveying work at the proposed transfer station site at Doig/Milligan/Osborn. Quotes received ranged from \$5,500 to \$6,500 (excluding GST) for which Altus Geomatics Land Surveying had quoted the lowest price for performing the field work. Recognizing an opportunity for further savings staff requested quotes from Altus to perform similar surveying work for the transfer stations proposed for Lebel, Groundbirch, Progress/Fellers Heights, Hasler Flats and Lone Prairie. An additional discount was requested from Altus if all future transfer station surveying work was awarded to Altus. Altus indicated that a 7% discount would be applied to each of the previous costs quoted for the five remaining sites, resulting in a bundled price of \$36,177 for a savings of \$2,723.

MOVED by Director Goodings, SECONDED by Director Sperling,
that the Solid Waste Committee recommends to the Regional Board that the purchasing policy be waived and that staff be authorized to award the legal and topographic surveying work for the proposed Lebel, Hasler Flats, Lone Prairie, Groundbirch, and Progress/Fellers Heights Tier 2 solid waste transfer stations directly to Altus Geomatics Land Surveying BC Ltd. for a combined price of \$36,177.

DEFEATED.

It was suggested that the survey work be delayed until such time as exact locations for all sites has been identified.

MOVED by Director Goodings, SECONDED by Alternate Director Christensen,
that the Solid Waste Committee recommends to the Regional Board that staff solicit quotes from other legal surveying firms to perform legal and topographic surveying work for the proposed Lebel, Hasler Flats, Lone Prairie, Groundbirch, and Progress/Fellers Heights Tier 2 solid waste transfer stations, upon confirmation of exact locations.

CARRIED.

6) R-2 re: NPRLF
operations

Increased maintenance costs at the NPRLF is a result of construction improvements. The contractor, Green For Life Environmental Inc. (GFL) had requested additional staffing for operations. The Board directed staff to negotiate with GFL regarding the additional costs to the operating budget. GFL has determined that personnel at the site can be relocated so that additional staff would not be necessary.

At the last Committee meeting discussion took place regarding monitoring, is additional monitoring necessary to ensure the needs of the public are being met? It was noted that the landfill is inspected on a monthly basis. Any issues would be seen by staff not to mention complaints received from the public.

MOVED by Director Goodings, SECONDED by Alternate Director Deck, that the Solid Waste Committee recommends to the Regional Board that staff be directed to prepare a report on what options are available to accommodate weekly inspections/monitoring at the North Peace Regional Landfill, for one year, including costs.

CARRIED.

7) R-3 re: NPRLF
erosion
abatement

In October, an engineer from Sperling Hansen Associates (SHA) inspected the landfill to view the progress of the infrastructure construction and improvements on site. During this visit, the west and south escarpments were checked to determine how erosion at the escarpment had changed over the last seven years. A large slump has developed on the south escarpment that is more pronounced than when last inspected in 2010. Recognizing the need to address this issue SHA was requested to provide a mitigation plan to implement preventative measures to remediate the cause, and minimize the degree of surface water infiltration near the escarpment.

MOVED by Director Sperling, SECONDED by Alternate Director Christensen, that the Solid Waste Committee recommends to the Regional Board that the purchasing policy be waived and that staff be authorized to award a contract for the field investigation and preparation of an Erosion Abatement Plan for the North Peace Regional Landfill directly to Sperling Hansen Associates for the price of \$40,595.

CARRIED.

8) R-4 re:
waste composition
study

MOVED by Alternate Director Deck, SECONDED by Director Goodings, that the Waste Composition Study – 3rd Sampling Event results report be forwarded to the Regional Board for information.

CARRIED.

- 9) R-5 re: recycling contract
- MOVED by Alternate Director Christensen, SECONDED by Director Sperling, that the Solid Waste Committee recommends to the Regional Board that a letter be forwarded to Mayor and Council, Village of Pouce Coupe advising that the termination of the operation and collection services for the Pouce Coupe Elementary School recycling depot:
- a) is in keeping with Section 1.3 in Recycling Services Contract No. 1-2016 which states that "Further it is understood that, within 30 days of a municipality bringing a curbside program online, any unmanned drop-off depots in that municipality will be decommissioned and removed from the Scope of Work", and
 - b) advise that other recycling depots are located in Tomslake or the Dawson Creek Transfer Station where recyclables can be dropped off.

CARRIED.

- 10) R-6 re: SW disposal fee policy
- MOVED by Alternate Director Christensen, SECONDED by Alternate Director Deck, that the Solid Waste Committee recommends to the Regional Board that Solid Waste Disposal Fee Waiver Policy No. 0340-60-13, as amended, for the waiving of solid waste disposal fees for volunteer organizations and non-profit groups involved in either the cleanup of illegal dump sites or municipalities coordinating community cleanup events be approved.

CARRIED.

- 11) R-7 re: waste education
- It was felt that the scope of work in the waste education promotion and education program should be reduced, it is not necessary to provide an "in-house" version of the program that had been provided by the past contractor. Completing the transition work is a requirement, however the level of service needs to be changed. Need to focus on rural options i.e. agricultural plastics.

MOVED by Director Goodings, SECONDED by Alternate Director Christensen, that the Solid Waste Committee recommend to the Regional Board that staff be directed to modify the in-house Solid Waste Outreach and Education Program by limiting the previously approved program to the following items:

- Transfer costs of resources, licenses and equipment such as the website, the waste wizard app and the Greenline from NEAT to the PRRD. (\$10,000) AND;
- The pRRRdy.com website content management system upgrade from Drupal to WordPress to provide compatibility with the PRRD website. (\$5,000) AND;
- Initial costs of resources, communication tools, supplies, education materials that will have to be rebranded, updated and in some cases created. (\$20,000)

CARRIED.

MOVED by Director Goodings, SECONDED by Alternate Director Deck, that the Solid Waste Committee recommends to the Regional Board that the following resolution from the October 26, 2017 Board meeting be rescinded:

RD/17/10/24 (26)

That the Solid Waste Education and Outreach be brought in-house starting January 2018 in accordance with the structure laid out in the "Proposed PRRD Waste Education and Outreach Framework", as presented.

CARRIED.

Peace River Regional District
Solid Waste Committee Meeting Minutes of December 7, 2017

- 12) R-8 re: Recycle consultation MOVED by Alternate Director Deck, SECONDED by Director Goodings, that the Recycle BC Consultation – Proposed Plan Changes report be forwarded to the Regional Board for information.

CARRIED.

NEW BUSINESS:

- 13) NB-1 re: Mtg schedule Meeting schedule to be determined at the next Committee meeting.

- 14) NB-2 re: tree mulching It was noted that two Christmas tree mulching events will take place on January 6 and 7, 2018 at the Charlie Lake Fire Hall and the Moberly Lake Fire Hall respectively. Committee members were advised that these events will not conflict with any municipal programs.

- 15) Committee Report MOVED by Director Goodings, SECONDED by Alternate Director Christensen, That the recommendations from the Solid Waste Committee meeting of December 7, 2017 be recommended to the Regional Board for approval.

CARRIED.

- 16) Adjournment The meeting adjourned at 12:10 pm

Director Rose,
Chair – Solid Waste Committee

Suzanne Garrett,
Corporate Services Coordinator



Peace River Regional District REPORT

R-1

To: Solid Waste Committee
From: Phil Kovacs, Solid Waste Manager

Date: December 11, 2017

Subject: Purchase and Survey of Land for Future Lebell Solid Waste Transfer Station

RECOMMENDATION(S):

- a) That the Solid Waste Committee recommend that the Regional Board authorize staff to purchase 0.607 ha of land from 550633 BC Ltd. that is located at the intersection of Triangle Road and Old Alaska Highway at a sale price of \$60,000 for the purpose of establishing the Lebell Solid Waste Transfer Station; AND
- b) That the Regional Board authorize staff to proceed with the legal and topographic survey of the property in question for the preparation of a Purchase and Sale Agreement and construction drawings for the Lebell Solid Waste Transfer Station; AND
- c) That the Chair and Chief Administrative Office be authorized to sign the Purchase and Sale Agreement on behalf of the Regional District.

BACKGROUND/RATIONALE:

As part of Phase 1 of the Peace River Regional District (PRRD) Solid Waste Management Plan (SWMP), one of the key initiatives is to upgrade and improve solid waste transfer station services¹. PRRD staff held a public meeting with the residents of the Lebell community on August 11, 2014 to discuss possible locations for the future Lebell Solid Waste Transfer Station (SWTS). At the meeting, there was an overwhelming response from the Lebell community to site the future SWTS on undeveloped land located at the intersection of Triangle Road and Old Alaska Highway approximately 200 m northwest of the current location of the unattended SWTS (Attachment 1). This was contingent on the desire of the property owner to lease or sell the land for the purpose of establishing the Lebell SWTS².

Staff discussed the sale of a 1.5 ac (0.607 ha) portion of the 7.26 ha property located at the intersection of Triangle Road and Old Alaska Highway with 550633 BC Ltd. (550633), the property owner. The majority and eastern portion of the property is currently being leased by Caribou Road Services (CRS) as a storage yard in support of the organizations' road maintenance operations. Through appraisal of the property it was determined that based on market value, the purchase price for 1.5 ac would be \$60,000³ to which 550633 is in agreement.

ALTERNATIVE OPTION:

That the Regional Board provide alternative direction for PRRD staff in regards to the establishment of the Lebell Solid Waste Transfer Station.

¹One of the programs to support Phase 1 – Objective 2 (Establish Rural and Urban Levels of Services) of the SWMP is outlined in Section 5.3.2 (Initiate Upgrades to Transfer Stations to Secure, Attended Full-Service Sites).

²Since the property is within the Agricultural Land Reserve, approval will also be required from the Agricultural Land Commission to change the land usage designation of the portion of the property being purchased to "non-farm usage".

³The appraisal was performed by Aspen Grove Property Services on September 29, 2014.

Staff Signature: *Phil Kovacs* Dept. Head: *PA Liddleberg*

CAO:

Page 1 of 2

STRATEGIC PLAN RELEVANCE:

- ☒ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☐ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☐ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Capital cost for purchase and survey of the property for the establishment of the Lebell SWTS will be included in the 2018 solid waste financial budget.

COMMUNICATIONS CONSIDERATION(S):

None foreseen.

OTHER CONSIDERATION(S):

Land is within Agricultural Land Reserve (ALR). ALR designation of property being purchased will need to be changed to non-farm usage designation.

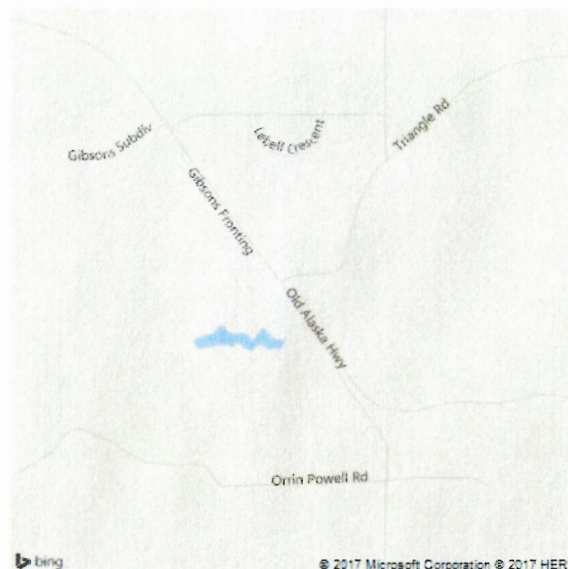
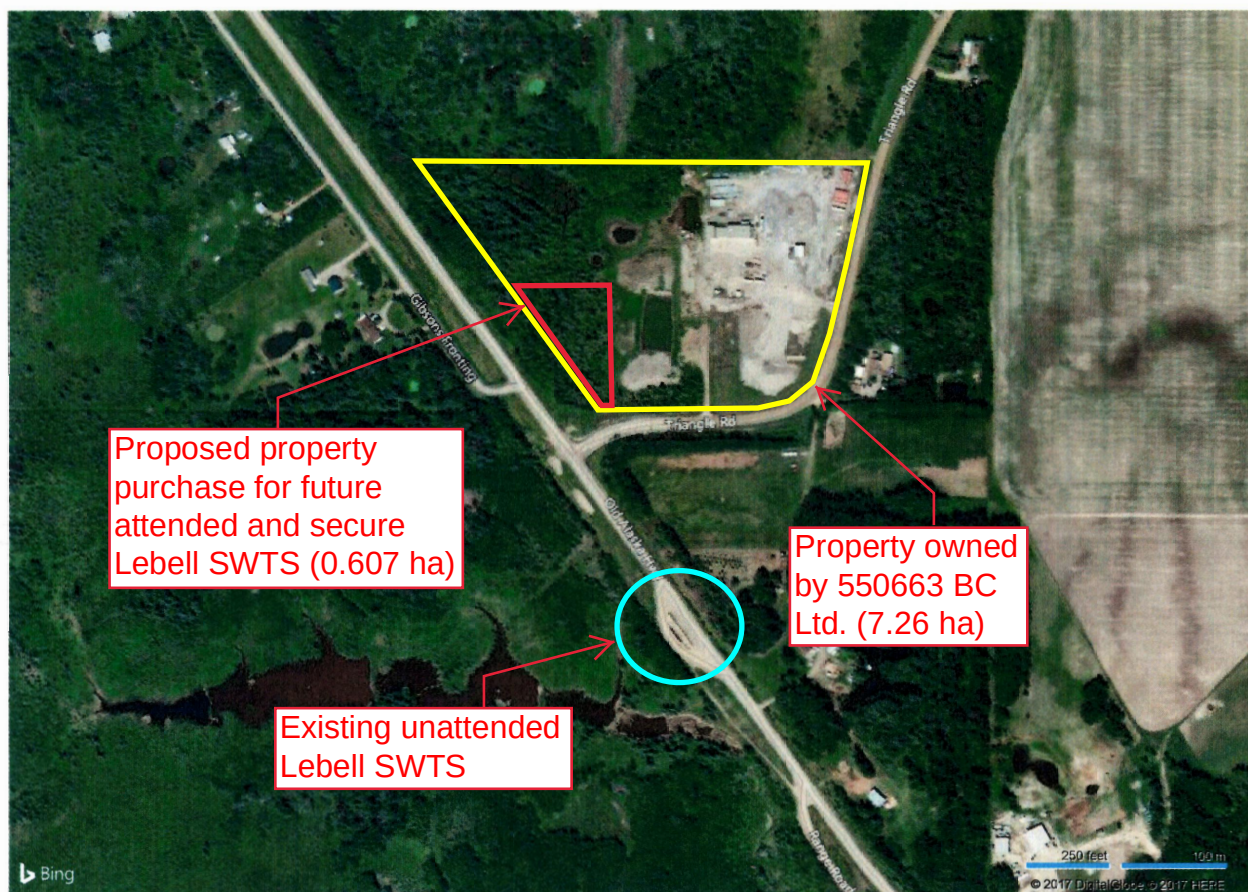
Attachments:

Attachment 1 – Location of property to be purchased for future Lebell SWTS

bing maps

Notes

Location of property to be purchased for the future Lebell Solid Waste Transfer Station (SWTS)





REPORT

To: Solid Waste Committee

Date: January 9, 2018

From: Paulo Eichelberger, General Manager of Environmental Services

Subject: Recommendation from the January 5, 2018 Plan Monitoring and Advisory Committee

RECOMMENDATION No. 1: Amendments to the Regional Solid Waste Management Plan

That the Plan Monitoring and Advisory Committee recommend to the Solid Waste Committee that the Amendments to the Regional Solid Waste Management Plan, as presented, be approved.

RECOMMENDATION No. 2: Terms of Reference

- a) That the Plan Monitoring and Advisory Committee recommend to the Solid Waste Committee that the Terms of Reference, as amended with the addition of Item #6 Conflict of Interest "Contractors sitting as Committee members shall exclude themselves from meetings that may place them in conflict of interest" be approved; and
- b) That the Plan Monitoring and Advisory Committee be expanded to include representatives from the construction, demolition and renovation industry.

RECOMMENDATION No. 3: Terms of Reference – Meeting Schedule

That the Plan Monitoring and Advisory Committee recommends to the Solid Waste Committee that the Committee Terms of Reference be amended as follows:

Under Meetings of the Plan Monitoring and Advisory Committee:

1. Scheduled Meetings:
 - b. Annual meetings will be tentatively scheduled for Fall 2016 to resolve any potential outstanding items from the initial meeting and to refine SWMP objectives for 2017"

Change "Annual meeting" to quarterly meetings, and remove the rest of the outdated clause ", to read as follows:

- "b. Meetings of the Plan Monitoring and Advisory Committee will take place on a quarterly basis."

the structure laid out in the "Proposed PRRD Waste Education and Outreach Framework", as presented.

BACKGROUND/RATIONALE: None

OPTIONS: None

STRATEGIC PLAN RELEVANCE:

- ☒ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☐ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☐ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S): None

COMMUNICATIONS CONSIDERATION(S): None

OTHER CONSIDERATION(S): These recommendations were passed at the January 8, 2018 Plan Monitoring and Advisory Committee and are being presented to the Solid Waste Committee for consideration. The minutes are attached for reference.

Attachments:

1. Plan Monitoring and Advisory Committee meeting minutes of January 8, 2018
2. Amendments to the SWMP



APPENDIX B – ATTACHMENT C

1) Revision of Section 2.2 (Solid Waste Management Facilities & Services)

Within this area, the Regional District operates ~~four~~three regional landfills. These are shown in Table 1 below, along with their annual waste disposal quantities.

Table 1: 2006 Waste Disposal Tonnages

Facility Name	2006 Total Waste Disposed (tonnes)
Fort St. John <u>North Peace Regional</u> Landfill	39,898
Rose Prairie Landfill	2,000 *
Bessborough Regional Landfill	18,145
Chetwynd Landfill	7,399

~~* estimate only, no weigh scale on site~~

The Regional District also operates ~~32~~30 transfer stations, ~~five~~16 of which are staffed. ~~The majority of these~~Bagged waste is placed in compactors at the staffed transfer stations ~~use and~~into PL-6 waste containers ~~that are suitable for accepting bagged waste at the unstaffed transfer stations.~~ The Regional District ~~currently does not allow~~s for the disposal of bulky waste ~~at its~~in earthen pits at three Tier 1 transfer stations ~~and landfills,~~ although ~~there are some sites where~~ illegal dumping of these materials in rural areas and the unattended transfer stations poses an on-going challenge.

There are ~~11~~4 locations within municipalities where recycling bin systems are operated by the PRRD ~~where both for residents and commercial businesses can to~~ bring materials for recycling. ~~These are located outside of municipal centres.~~ Recycling bins are also provided for residents at all of the staffed transfer stations. Recycling of scrap metal, wood waste, batteries, tires and other items is also facilitated at the regional landfills for both residents and commercial businesses, ~~and at some of the larger transfer stations, e.g. Hudson's Hope and Dawson Creek.~~ There are also four privately operated recycling facilities, serving the communities of Chetwynd, Dawson Creek, Fort St John, Tumbler Ridge, and Hudson's Hope. Curbside collection of recyclables is ~~not~~ currently offered by the municipalities of Fort St. John and Pouce Coupe.

2) Revision of Section 2.3.1 (How Much Garbage Is There?)

In 2007, the total amount of waste disposed at all the PRRD landfills was almost 71,000 tonnes. Figure 1 below shows the distribution of waste over the four regional landfills that were in operation during 2007.



3) Revision of Section 5.2.2 (Conduct a Waste Composition Study)

More accurate waste composition information is needed to support waste diversion programming, and the tracking of success as new programs are implemented. The Regional District will budget for undertaking periodic waste composition studies at the regional landfills, with a focus on the Bessborough [Landfill](#) and ~~Fort St. John~~ [North Peace Regional Landfills](#) which receive the majority of the waste disposed in the region. The first waste composition study will take place in Phase 1, but it is likely that the exercise will be repeated periodically. Ideally, waste composition analysis should be undertaken every 5 years, or following the implementation of any major programs that are considered likely to significantly affect waste composition.

4) Revision of Section 5.2.3 (Establish Minimum Operating Standards for Landfills)

While the landfill operations at the ~~four~~[three](#) sites are generally in good order, the PRRD recognizes that improvements can be made to the sites, to improve operational efficiency and minimize impacts on the surrounding neighbours. Contractors are employed to provide day to day management services, and variations in their performance have been observed in the past. To address this, minimum operating standards will be developed for each landfill, in keeping with the BC Landfill Criteria developed by the Ministry of Environment, as well as the provisions of the Operational Certificates or Permits for the landfills. Best management practices that minimize environmental and neighbourhood impacts will also be incorporated into the minimum standards.

5) Addition To End of Section 5.2.3 (Establish Minimum Operating Standards for Landfills)

[Closure of the landfills in the PRRD will occur in progressive phases. The unit cost per hectare for landfill closure will vary depending on the design of the final cover. The landfill closure cost rate per square meter is expected to be between \\$19/m² \(soil cover\) and \\$85/m² \(geomembrane cover\). The final cover design for the Chetwynd Landfill and North Peace Regional Landfill \(Ft. St. John Landfill\) contains geosynthetic materials. Soil is readily available at the Bessborough Landfill which makes an earthen-based final cover economically feasible.](#)

[Details of the cost and area of landfill closure projects anticipated over the next decade are summarized below:](#)



<u>Landfill Closure – Phase Areas And Estimated Capital Costs</u>			
<u>Landfill Site</u>	<u>Landfill Closure</u>	<u>Closure Area (m²)</u>	<u>Closure Cost</u>
<u>Chetwynd Landfill</u>	<u>B</u>	<u>16,475</u>	<u>\$1,401,000</u>
<u>Chetwynd Landfill</u>	<u>C</u>	<u>13,338</u>	<u>\$1,134,000</u>
<u>Bessborough Landfill</u>	<u>1</u>	<u>27,365</u>	<u>\$520,000</u>
<u>Bessborough Landfill</u>	<u>2</u>	<u>38,769</u>	<u>\$737,000</u>
<u>Bessborough Landfill</u>	<u>3</u>	<u>11,900</u>	<u>\$227,000</u>
<u>Bessborough Landfill</u>	<u>4</u>	<u>14,792</u>	<u>\$282,000</u>
<u>North Peace Regional LF</u>	<u>1</u>	<u>18,545</u>	<u>\$1,317,000</u>
<u>North Peace Regional LF</u>	<u>2</u>	<u>50,393</u>	<u>\$2,996,000</u>

6) Revision of Section 5.2.4 (Identify Development Needs For Waste Management System)

The PRRD operates ~~four~~three landfills and ~~32~~30 transfer stations throughout the region, in a combination of rural and urban areas. ~~Some~~Unstaffed transfer stations are very simple, offering only disposal of bagged waste using small PL-6 containers. ~~The staffed transfer stations~~Other locations are at former and those located at landfill sites, ~~and~~ are larger stations. ~~These that~~ offer waste disposal ~~and~~ as well as ~~some~~ recycling opportunities. The ~~four~~three regional landfills are located at Fort St. John, ~~Bessborough~~Dawson Creek, ~~and~~ Chetwynd ~~and Rose Prairie~~. These sites accept waste from the member municipalities and rural areas surrounding them. Some recycling opportunities, for items such as scrap metal, tires, and lead-acid batteries are also provided.

The existing network of landfills and transfer stations throughout the region provides the framework for the existing residuals management or waste disposal services. They also have the potential to be service delivery locations for new programs and services. To increase access and bring greater equity to rural and urban service levels, the PRRD will evaluate the inter-relationship between the transfer station network and the transfer stations, as well as the needs for future landfill capacity in the region. Outcomes of this work will identify:

- Opportunities to improve efficiencies within the transfer station network
- A means for establishing a consistent and standardized level of service for residents across the Regional District



- Different levels of upgrades and other changes required for existing transfer stations in order to support future programs
- Alternatives for landfills that are nearing the end of their life

7) Revision of Section 5.2.5 (Continue Planned Development and Operation of the Bessborough Landfill)

In keeping with the Operational Certificate and the Design and Operations Plan for the Bessborough Regional Landfill, the Regional District will embark on the development of the next waste disposal phase, Phase ~~2A~~², shortly following Plan adoption. It is anticipated that Phase ~~2A~~ would begin to receive waste for disposal in early 2009. This expansion builds on consultation undertaken in October 2006 with immediate neighbours of the landfill, as well as the direction of the Regional Board.

8) Addition To End of Section 5.2.5 (Continue Planned Development and Operation of the Bessborough Landfill)

The Regional District will progressively develop other waste disposal phases at the Bessborough Landfill over the duration of the Plan once Phase 2 nears capacity. The unit cost per square meter for development of the Bessborough Landfill can vary from \$62/m² to \$122/m² depending on the level of stormwater management required to be implemented for each new landfill cell.

Details of the cost and area of the development of the Bessborough Landfill anticipated over the duration of the Plan are summarized below:

<u>Bessborough Landfill Cell</u>	<u>Cell Area (m²)</u>	<u>Cell Construction Cost</u>
<u>3</u>	<u>20,506</u>	<u>\$2,502,000</u>
<u>4</u>	<u>17,184</u>	<u>\$1,066,000</u>

9) Revision of Section 5.3.3 (Investigate Replacement Options for Fort St. John Landfill)

5.3.3 Investigate Replacement Options for ~~Fort St. John~~ Landfills Nearing Capacity

~~The Fort St. John Landfill is one of the four regional landfill operated by the PRRD, and provides disposal services for the City of Fort St. John as well as many of the transfer stations in the North Peace, from Pink Mountain to Charlie Lake. This landfill is fast nearing the end of its current design capacity, and it will be necessary to identify new disposal capacity to handle the 35,000—40,000 tonnes disposed in the Fort St. John landfill each year.~~



Recognizing that the process for developing new disposal capacity is a lengthy one, the Regional District will examine a range of options for providing replacement disposal capacity for ~~the Fort St. John~~ those ~~landfills having less than 10 years of available airspace, beginning in Phase 1.~~ These options will include, but are not limited to:

- Utilization of existing disposal capacity at other PRRD regional landfills
- Development of an agreement with a private waste disposal facility
- Development of a new landfill site within the North or South Peace area
- Expansion of existing regional landfills
- Development of waste-to-energy facilities for use as disposal capacity

An assessment of the available airspace remaining for each of the Regional District landfills will be conducted annually to determine the life time of the remaining airspace. The results of this assessment will be provided in the SWMP annual report to the Plan Monitoring and Advisory Committee (PMAC) and Board as indicated in Section 9.2.3 (Performance Measurement & Reporting).

~~Recognizing that this investigation phase will be lengthy, the PRRD began some preliminary landfill siting activities in 2007.~~ A preliminary assessment of potential sites was undertaken in 2006, which identified two possible sites within a 30 km radius of the ~~existing landfill—the~~ Rose Prairie Landfill (now closed), which would require expansion and upgrade to an engineered landfill, and a green field site which would require complete development.

As part of the consultation activities undertaken during the Plan Review, it was recognized that many residents in the Rose Prairie and Montney communities are concerned about the negative impacts that an expansion to the closed Rose Prairie Landfill site could cause. There ~~was~~ also has been considerable interest from the public in investigating non-landfill approaches to disposal capacity. The Regional District will continue to work with all stakeholders to identify feasible, environmentally responsible and cost-effective options for developing replacement disposal capacity. It is anticipated that any options short-listed ~~as a result of this investigation in Phase 1~~ will need to be reviewed in consultation with the stakeholders, the Ministry of Environment and any other relevant agencies as needed.

10) Addition To End of Section 5.3.4 (Explore Feasibility of Joint PRRD-Industry Waste to Energy Facility)

The Regional District will pursue options for the development of a waste-to-energy facility at the North Peace Regional Landfill for the beneficial use of the landfill gas generated which is currently being flared. These options will require the installation of infrastructure necessary for the pretreatment of the landfill gas for the removal of moisture and other contaminants. Types of



waste-to-energy options that may be considered along with approximate construction costs for the necessary infrastructure are provided below:

<u>Waste-To-Energy Options For Gas Generated By North Peace Regional Landfill</u>	
<u>Waste-to-Energy Facility Option</u>	<u>Construction Cost</u>
<u>Combustion of gas on-site using reciprocating engines for electricity generation</u>	<u>\$3,057,000</u>
<u>Transport of gas off-site for connection to nearby natural gas pipeline</u>	<u>\$2,522,000</u>
<u>Transport of gas off-site 2 km for connection to natural gas well</u>	<u>\$3,416,000</u>

11) Addition to End of Section 5.4.1 (Implement Incentive-Based Tipping Fees)

The Regional District understands that adjustments to the incentive-based tipping fee model may be necessary for commercially generated solid waste from the ICI sector. Tipping fees for commercial solid waste will be increased as necessary to encourage greater diversion and provide an effective deterrent for the disposal of recyclable materials.

12) Revision to Section 5.5.1 (Continue Existing Waste Reduction Program)

~~Currently, r~~ Recycling and waste reduction education programs are provided by PRRD staff or by a consultant~~the Northern Environmental Action Team (NEAT)~~ on behalf of the Regional District, ~~through a contract between the two organizations. The organization was formed as a not-for-profit community group, and has been in operation since 1989. The PRRD has contracted with NEAT since 1997 to provide its waste reduction education programming. NEAT~~ is responsible for the development and implementation of waste reduction education promotion programs in the Regional District, the objectives of which are to reduce the volume of waste produced by residents and businesses, encourage the re-use of goods and materials by residents and businesses, and to maximize participation in recycling, composting and other waste reduction initiatives.

Specific waste reduction education activities have ~~and continue to~~ included:

- Operation of the “Green Line”, a toll-free hotline number providing waste reduction & recycling information for the BC Peace Region
- Development of waste reduction education programs for businesses
- Composting education
- Sale of residential backyard compost units
- Household hazardous waste handling and reduction education



- Materials exchange program support
- Special events e.g. yard waste drop-off in Fort St. John
- School-based programs to encourage greater awareness of waste reduction in schools, children and youth
- Design and distribution of brochures, tools and educational materials on a range of waste reduction topics
- Maintenance of the www.prrrdy.com website
- Production of the “PrrrdyPRRRdy Says” Newsletter
- Ongoing support for waste reduction education and awareness throughout the region
- Acting as Waste Information Centre for the PRRD regarding tipping fees, facility locations, operating hours and policies.

13) Addition to End of Section 5.7.3 (Develop Construction & Demolition Waste Working Group)

It is likely that the C&D Waste Working Group will include members of the PMAC and that regular scheduled meetings of the C&D Waste Working Group may also be combined with PMAC meetings.

14) Revision to Section 5.7.4 (Develop ICI Waste Working Group)

Target members of the ICI Waste Working Group include representation from business associations, Chambers of Commerce, School Districts 59 and 60, Northern Health Region, construction contractors, PMAC members, and the colleges and institutions in the region. The PRRD will act as a facilitator to kick-start the working group, through outreach with construction and building associations, major industry players in the various communities, and the hosting of meetings and support of discussions.



15) Revision to Section 5.8 (Triple-Bottom Line Evaluation for Phase 1)

Table 2: Summary of Triple Bottom Line Evaluations for Phase 1

TRIPLE-BOTTOM LINE CRITERIA	UPGRADE TRANSFER STATIONS	INCENTIVE-BASED TIPPING FEES	IMPLEMENT DISPOSAL BANS	REUSABLE SHOPPING BAG PROGRAM	YARD WASTE COMPOSTING	PRRD GREEN PURCHASING POLICY
■ Total Capital Cost (\$)	■ \$576,000 <u>9,000,000</u>	■ Negligible – no new costs to impose and enforce policy	■ Negligible – no new costs to impose and enforce policy	■ Low	■ \$100,000 <u>108,990</u> ¹	■ Low
■ Annual Operating Cost (\$)	■ \$500,000 <u>2,126,041</u> ²	■ Negligible – policy enforcement is a part of landfill operations contract responsibilities	■ Negligible – no new costs to impose and enforce policy	■ \$2500 <u>2,725</u> ¹	■ \$75,000 <u>81,743</u> ¹	■ Low – incremental over existing levels of expenditure
■ Operating Cost per tonne	■ \$177 <u>3,041.55</u>	■ Negligible	■ Negligible	■ \$43 <u>47</u>	■ \$31 <u>33.4</u>	■ Low
■ Approximate Annual Cost per Household	■ \$19.70 <u>9.56</u> /hh ³	■ < \$1/hh	■ < \$1/hh	■ < \$1/hh	■ \$3.13 <u>2.84</u> /hh	■ < \$1/hh
■ Landfill life cycle cost savings (based on \$54 <u>78.60</u> /tonne lifecycle cost)	■ \$37,995 <u>55,304</u>	■ \$252,839 <u>365,804</u>	■ \$190,162 <u>274,550</u>	■ \$3,160 <u>4,559</u>	■ \$133,392 <u>192,570</u>	■ \$3,017 <u>4,402</u>
■ Net Diversion Potential (tonnes)	■ 699	■ 4,654	■ 3,493	■ 58	■ 2,450	■ 56
■ Greenhouse Gas Reduction Potential in CO ₂ /tonne of material	■ 1,686	■ n/a	■ n/a	■ 0	■ 525.1	■ Negligible
■ Equivalent to taking this many Honda Civics off the road for 1 year	■ 296	■ 1,719	■ n/a	■ 0	■ 96	■ 0
■ Landfill space savings (cubic metres)	■ 1,166 <u>1,037</u>	■ 7,757 <u>6,905</u>	■ 5,822 <u>5,182</u>	■ 97 <u>86</u>	■ 4,084 <u>3,635</u>	■ 93 <u>83</u>
■ A volume equal to this many school buses	■ 19.4 <u>17.3</u>	■ 129.3 <u>115.1</u>	■ 97 <u>86.4</u>	■ 1.6 <u>1.4</u>	■ 68.1 <u>60.6</u>	■ 1.5 <u>1.4</u>
■ Ability to be equitably implemented across region	■ Medium	■ Medium	■ Medium	■ High	■ High	■ High
■ Accessibility and Convenience	■ Medium - High	■ Medium	■ Medium	■ High	■ High	■ Medium - High

¹Cost updated for 8.99% inflation from 2008 to 2016.
²Annual operating cost determined from 2016 operating costs.
³Based on 2016 census data (28,746 total private dwellings in PRRD) and 2016 tax rate model being implemented by PRRD.



16) Addition to End of Section 6.2.2 (Implement Incentive-Based Tipping Fees)

6.2.2 Implement Additional Incentive-Based Tipping Fees

The Regional District will utilize available waste tracking data and results of waste composition audits to determine if modification of the tipping fee structure is warranted to increase the diversion rate of waste generated from the ICI sector. Incentive-based tipping fees for a particular waste stream may have to be increased in a progressive step-wise manner after which the impact of the fee increase on the diversion rate would be evaluated. This process would be repeated until there is evidence that the modified tipping fee structure is resulting in an increase in waste diversion.

17) Revision to Section 6.2.5 (Implement Curbside Recycling Program in Member Municipalities)

While the Regional District does not provide collection services directly to municipal residents, the cost for processing the curbside recycling material is covered by the Regional District through an agreement with a designated Recycling Contractor for the region. ~~the~~ This SWMP document is intended to recognize and support initiatives within the region that contribute to reducing waste disposal. ~~Both the~~ The City of Fort St. John, District of Tumbler Ridge, District of Taylor, City of Dawson Creek, and the District of Chetwynd have expressed interest in commencing a curbside recycling program, initially for single-family residential households in their communities. These potential programs are therefore included in the SWMP.

The design of a curbside collection program for recyclables will need to take into account the following considerations:

- Level of source-separation – This is the degree to which individual residents will be required to separate their recyclables into different categories, prior to setting it out for collection. This will be dependent on the types of materials being accepted by the program, and the capacity of the facility where the collected materials will be processed.
- Method of collection – Recyclables collection programs in different communities utilize various combinations of bags, boxes, carts or other containers to facilitate collection. The program design will need to incorporate the type of collection system, again based on the processing facility that will be accepting the material, and the expected ease of use by residents
- Processing location ~~and capacity~~ – the member municipalities implementing a curbside collection program will need to determine how ~~and where~~ the collected material will be transported to the Regional District processing facility ~~processed~~, and what level of responsibility the municipality ~~processing service providers~~ will have with respect to



~~sorting and marketing~~ensuring the level of contamination in the recovered materials meets minimum standards.

- Need for transfer locations – the design of the program would also need to consider whether an intermediate transfer location will be required, where recyclable materials collected from individual households could be consolidated and/or compacted before hauling to the processing location. The municipality may also have the option to establish an agreement directly with the Regional District Recycling Contractor for the municipality to manage the processing of the material prior to transport to the Recycling Contractor or processing and shipment of the collected material directly to a recycling broker. The Recycling Contractor would offer a financial incentive to the municipality for processing or processing and shipment of the material.
- Need for transfer locations – the design of the program would also need to consider whether an intermediate transfer location will be required, where recyclable materials collected from individual households could be consolidated and/or compacted before hauling to the processing location.

~~Implementation of a curbside collection program in any municipality will also need to include a decision on the role and responsibilities of the PRRD and the participating member municipalities, to determine whether and how the PRRD would be involved.~~ Many regional districts have benefited from the economies of scale associated with regional-level recycling service provision, and addressed cost sharing through contractual arrangements between municipalities or through municipal requisitions. In addition, where municipalities have implemented a “collection-only” level of service without consideration of long-haul transportation, processing and marketing of recyclables, there is the potential that the collection service provider will not have a suitable interest in maintaining program quality, reducing contamination of recyclables, or supporting education and promotion activities. To address these issues, the PRRD and designated Recycling Contractor will work closely with member municipalities seeking to establish curbside recycling programs to determine how best to structure programs so as to support the overall intent of the Plan.

18) Revision to Section 6.4.2 (Develop Transfer Station to Replace Fort St. John Landfill)

6.4.2 Develop Transfer Stations ~~to Replace Fort St. John~~ Closed Landfills

~~The Fort St. John landfill is nearing the end of its useful life and is scheduled to be closed by 2010–2011. For those landfills that reach capacity and are subsequently closed, Given that~~ a replacement disposal option is likely to be farther away from the city ~~that~~than the ~~current~~distance is to the closed landfill, it may be necessary to develop a transfer station to replace the closed landfill, and provide a convenient location close to the city for waste disposal.



Estimated costs are provided below, based on the PRRD existing budget for operating similar sites, as well as estimates from other regional districts with similar facilities.

Table 3: Cost Estimates for Classes of Transfer Station

TRANSFER STATION TYPE	CAPITAL COSTS	ANNUAL OPERATING COSTS
Class 1	\$192,000 2 - \$3 million	\$165,000 250,000 - \$400,000
Class 2	\$2 - \$3 million 525,000	\$250,000 - \$400,000 165,000

The selection of replacement disposal capacity for any of the ~~Fort St. John~~ PRRD landfills will be addressed in Phase 1 (Section 5.3.3 – Investigate Replacement Options for Landfills Nearing Capacity). Depending on the outcome of that investigation, and the potential location of a new disposal solution, there may be a need to select the larger type of transfer station, to avoid curbside collection vehicles and commercial haulers from having to drive excessively long distances from the city to the new site. As more definitive plans for replacement disposal capacity are established, this will be considered in more detail.

19) Revision to Section 6.4.3 (Develop Replacement Landfill Capacity for Fort St. John Landfill)

6.4.3 Develop Replacement ~~Landfill~~ Capacity for ~~Fort St. John~~ Landfills Nearing Capacity

Once a replacement disposal solution has been selected through the activities identified in Phase 1 (Section 5.3.3 – Investigate Replacement Options for Closed Landfills), it will be necessary to proceed with the design and development of the new site. Regardless of the location selected by the PRRD as a replacement for the ~~Fort St. John~~ landfill nearing capacity, or the type of facility that is developed, there are a number of significant components that will need to be put in place:

- Consideration of First Nations treaties and land management requirements as part of the site selection process
- Land acquisition or long-term lease of land for the location
- Feasibility study, preliminary and detailed design phases
- Construction and development
- Development of operational and environmental management plans
- Securing of necessary permits
- Facility commissioning, staffing and management

Depending on the type of disposal solution that is identified, there may be additional components that will need to be considered, such as financing, operational contracts, or other



partnerships. The Regional District also recognizes that specialized consultation activities, both with stakeholders and the Ministry of Environment, will be required in order to establish a new disposal solution to replace the ~~Fort St. John L~~andfill [that is nearing capacity](#).



20) Revision to Section 6.5 (Triple-Bottom Line Evaluation)

TBL CRITERIA	SHARE SHEDS	DISPOSAL LIMITS	CURBSIDE RECYCLING IN MUNICIPALITIES	CONTINUE TRANSFER STATION UPGRADES	DEVELOP C&D REUSE CAPACITY	REUSE & RECYCLING PROMOTION FOR ICI
■ Capital Cost (\$)	■ \$36,000 <u>39,236¹</u>	■ Low	■ Assumed none	■ \$1,152,000 <u>3,150,000</u>	■ \$70,000 <u>76,293¹</u>	■ Negligible
■ Annual Operating Cost	■ \$6,000 <u>6,539¹</u>	■ Low	■ \$144 <u>156.95</u> /household/year (estimated) ¹	■ \$990,000 <u>797,265²</u>	■ \$10,000 <u>10,899¹</u>	■ \$5,000 <u>5,450¹</u> ■ Support and promotion
■ Operating Cost per tonne (\$/tonne)	■ \$48 <u>52</u>	■ Low		■ \$531 <u>570</u>	■ \$22 <u>23.70</u>	■ \$8 <u>8.83</u>
■ Landfill Cost savings per year (based on \$54 <u>78.60</u> /tonne lifecycle cost)	■ \$6,846 <u>9,904</u>	■ \$128,671 <u>186,125</u>	■ \$280,577 <u>405,969</u>	■ \$75,990 <u>109,961</u>	■ \$24,999 <u>36,156</u>	■ \$33,503 <u>48,496</u>
■ Approximate Annual Cost per Household	■ \$0.45 <u>0.49</u> /hh	■ < \$1/hh	■ \$144 <u>156.95</u> /hh/year (estimated) ¹	■ \$34.35 <u>27.66</u> /hh	■ \$0.83 <u>0.90</u> /hh	■ < \$1/hh
■ Net Waste Diversion Potential (tonnes)	■ 126	■ 2,368	■ 5,165	■ 1,399	■ 460	■ 617
■ Greenhouse Gas Reduction Potential in tonnes of CO ₂ /tonne of waste	■ 146	■ 288	■ 12,450	■ 3,372	■ 235	■ 1,017
■ Equivalent # of Honda Civics taken off the road for 1 year	■ 27	■ 53	■ 2,264	■ 592	■ 43	■ 185
■ Landfill Space Savings (m ³) ³	■ 210 <u>217</u>	■ 3,947 <u>3,513</u>	■ 8,608 <u>7,663</u>	■ 2331 <u>2,076</u>	■ 767 <u>682.5</u>	■ 1,028 <u>915.4</u>
■ Equivalent # of School Buses	■ 3.5 <u>3.6</u>	■ 65.8 <u>58.6</u>	■ 143.5 <u>127.7</u>	■ 39 <u>34.6</u>	■ 12.8 <u>11.4</u>	■ 17.1 <u>15.3</u>
■ Ability to be equitably implemented across region	■ Medium	■ Medium	■ Medium	■ Medium - High	■ Low - Medium	■ Medium
■ Accessibility and convenience	■ Medium	■ Medium	■ High	■ Medium - High	■ Low - Medium	■ Medium

¹Cost updated for 8.99% inflation from 2008 to 2016.

²Annual operating costs determined from 2016 operating costs.

³Assumes an airspace utilization factor of 0.674 tonnes/m³.



21) Revision to Section 7.1 (Phase 3 Objectives)

The objectives of Phase 3 are:

- Continue to improve existing programs and waste management system infrastructure
- Investigate long-term waste management facility options
- [Investigate options for the beneficial use of landfill gas](#)

The sections that follow describe the programs and policies that will be implemented to deliver these objectives, and connect with the guiding principles in the Plan.

22) Addition to End of Section 7.2.2 (Continue Transfer Station Capital Upgrades Program)

[The PRRD will also consider public convenience and accessibility in the design of new solid waste transfer stations or the relocation of existing solid waste transfer stations.](#)

23) Revision to Section 7.2.3 (Complete Closure of Fort St. John Landfill)

6.4.3 Complete Closure of ~~Fort St. John~~ Landfills [at Capacity](#)

Options for the replacement of ~~the Fort St. John~~ landfills [nearing capacity](#) will be explored within the timeframe of ~~Phase 2~~ [this Plan when the remaining life of the landfill approaches 10 years or less. As of May, 2017 there was 18.9 and 23.2 years of life remaining in the Chetwynd Landfill and North Peace Regional Landfill respectively and therefore it is very likely that this evaluation will not be necessary over the timespan of this Plan.](#) Once the preferred option has been identified, it will be necessary to complete final closure of the ~~Fort St. John~~ landfill [site](#). ~~It is anticipated that final closure activities will involve final capping and re-vegetation of the site~~ in accordance with Ministry of Environment requirements. Post-closure monitoring of environmental parameters will also be required. In the event that there is a transfer station developed at the ~~se~~ [Fort St. John](#) landfill [site](#)s, the closure plan and its execution will also take this into account.



24) Revision to Section 7.4 (Triple-Bottom Line Evaluation)

Table 7: Triple Bottom Line Evaluations for Phase 3

TRIPLE-BOTTOM LINE CRITERIA	VALUE
Capital Cost (\$)¹	\$ 576,000 627,782
Annual Operating Cost (\$)¹	\$ 500,000 544,950
Operating Cost per tonne	\$ 177 780
Landfill life cycle cost savings (based on \$ 54 78.60/tonne lifecycle cost)	\$ 37,995 54,941
Approximate Annual Cost¹ per Household	\$ 19.70 21.47/hh
Net Diversion Potential (tonnes)	699
Greenhouse Gas Reduction Potential in CO ₂ /tonne of material	1,686
Equivalent to taking this many Honda Civics off the road for 1 year	296
Landfill space savings² (cubic metres)	1,166 1,037
A volume equal to this many school buses	19.4 17.3
Ability to be equitably implemented across region	Medium
Accessibility and Convenience	Medium - High

¹Cost updated for 8.99% inflation from 2008 to 2016.

²Assumes an airspace utilization factor of 0.674 tonnes/m³.

25) Revision to Section 7.4.1 (Resource Allocations For Feasibility Studies)

No formal triple bottom line was undertaken for these activities, since they are essentially research-based steps rather than actual programs. In terms of resources, the Regional District will provide ~~an allocation of \$50,000 to \$100,000~~sufficient resources depending on the exact scope of the work, to undertake the feasibility assessments.

26) Revision to Section 7.4.2 (Resource Allocations For Disposal Capacity Development in Phase 3)

No formal evaluations of the development of new disposal capacity and the closure of the ~~Fort St. John~~North Peace Regional Landfill were undertaken, as these activities relate only to the management of residual materials and will not contribute to further waste diversion. Detailed budgets for these activities will be prepared closer to the time of actual implementation, to reflect more accurately the current conditions at the time.



27) Revision to Section 9.2.1 (Solid Waste Committee)

The Regional District will maintain a Solid Waste ~~Management~~ Committee, to oversee the implementation and management of the Plan. This Committee will be made up of appointed members of the Regional District's Board of Directors. This Committee will be responsible to make recommendations to the PRRD Board of Directors to support the successful implementation of the Plan.

28) Revision to Section 9.2.3 (Performance Measurement & Reporting)

To build on these steps, the Regional District will develop a standard Report Template that will be used to update the Board, the Plan Monitoring and Advisory Committee and any other stakeholders as to the progress of initiatives. ~~It is suggested that t~~This Report Template will encompass the following information:

- Program within each Phase and Name
- Status of implementation, ~~including a statement of baseline conditions~~
- Expected costs and staffing resource requirements as applicable
- Expected outcomes
- Timelines for implementation
- ~~Supporting policy requirements~~
- ~~Supporting education requirements~~
- ~~Partnership agencies and involvement levels~~
- Region-wide quantity (percentage) of waste diverted in previous year



R-2

29) Addition to Section 9.2.3 (Performance Measurement and Reporting)

SOLID WASTE MANAGEMENT PLAN (SWMP) ANNUAL REPORTING FORM						
Date of annual report:		SW disposed in previous year (metric tonnes):		SW diversion for previous year (% of annual tonnes):		
PROGRESS REPORT FOR IMPLEMENTATION OF PHASE 1 OF THE SWMP						
SWMP Phase 1 Program/Task	SWMP Section/Objective	Program/Task Implementation Status	Percent Complete	Target Date for Completion (month/year)	Projected Cost for Completion	Comments
Track Waste Generation Sources	5.2.1 (#1) ^a	Not started ☐ In progress ☐ Completed ☐	000%	00/00		
Conduct Waste Composition Study	5.2.2 (#1) ^a	Not started ☐ In progress ☐ Completed ☐	000%	00/00	\$0,000,000	
Establish Min. Operating Standards For Landfills	5.2.3 (#1) ^a	Not started ☐ In progress ☐ Completed ☐	000%	00/00		
Identify Develop. Needs For Waste Management System	5.2.4 (#1) ^a	Not started ☐ In progress ☐ Completed ☐	000%	00/00		
Continue Development And Operation Of Bessborough Landfill	5.2.5 (#1) ^a	Not started ☐ In progress ☐ Completed ☐	000%	00/00	\$0,000,000	
Standardize Recycling Programs In Regional District	5.3.1 (#2) ^b	Not started ☐ In progress ☐ Completed ☐	000%	00/00	\$0,000,000	
Initiate Upgrades To Transfer Stations	5.3.2 (#2) ^b	Not started ☐ In progress ☐ Completed ☐	000%	00/00	\$0,000,000	
Investigate Replacement Options For Landfills Nearing Capacity	5.3.3 (#2) ^b	Not started ☐ In progress ☐ Completed ☐	000%	00/00	\$0,000,000	
Explore Feasibility Of Partnership With Industry For WTE Facility	5.3.4 (#2) ^b	Not started ☐ In progress ☐ Completed ☐	000%	00/00	\$0,000,000	

^aPhase 1 – Objective #1 – Establish Baseline Set of Practices

^bPhase 1 – Objective #2 – Establish Rural and Urban Levels of Services



PROGRESS REPORT FOR IMPLEMENTATION OF PHASE 1 OF THE SWMP						
SWMP Phase 1 Program/Task	SWMP Section/ Objective	Program/Task Implementation Status	Percent Complete	Target Date for Completion (month/year)	Projected Cost for Completion	Comments
Implement Incentive-Based Tipping Fees	5.4.1 (#3) ^c	Not started ☐ In progress ☐ Completed ☐				
Implement Disposal Bans To Encourage Recycling	5.4.2 (#3) ^c	Not started ☐ In progress ☐ Completed ☐				
Continue Existing Waste Reduction Education Program	5.5.1 (#4) ^d	Not started ☐ In progress ☐ Completed ☐				
Promote/Support Existing Reuse Opportunities	5.5.2 (#4) ^d	Not started ☐ In progress ☐ Completed ☐				
Partner With Retail Sector on Reusable Shopping Bag Program	5.5.3 (#4) ^d	Not started ☐ In progress ☐ Completed ☐				
Develop Yard Waste Drop-Off And Composting Facilities	5.5.4 (#4) ^d	Not started ☐ In progress ☐ Completed ☐				
Lobby Senior Government For Increased Levels of Product Stewardship	5.6.1 (#5) ^e	Not started ☐ In progress ☐ Completed ☐				
Support Existing Stewardship Programs By Round-up Events	5.6.2 (#5) ^e	Not started ☐ In progress ☐ Completed ☐				
Recycling Program For Agricultural Plastics	5.7.1 (#6) ^f	Not started ☐ In progress ☐ Completed ☐				
Explore Specific Education And Training Needs For Different Sectors	5.7.2 (#6) ^f	Not started ☐ In progress ☐ Completed ☐				

^cPhase 1 – Objective #3 – Establish Policy Foundation

^dPhase 1 – Objective #4 – Support and Expand Existing Programs

^ePhase 1 – Objective #5 – Enhance Product Stewardship Access

^fPhase 1 – Objective #6 – Initiate Greater Stakeholder Outreach



PROGRESS REPORT FOR IMPLEMENTATION OF PHASE 1 OF THE SWMP						
SWMP Phase 1 Program/Task	SWMP Section/Objective	Program/Task Implementation Status	Percent Complete	Target Date for Completion (month/year)	Projected Cost for Completion	Comments
Develop C&D Waste Working Group	5.7.3 (#6) ^f	Not started ☐ In progress ☐ Completed ☐				
Develop ICI Waste Working Group	5.7.4 (#6) ^f	Not started ☐ In progress ☐ Completed ☐				
Adopt Green Purchasing Policy For PRRD	5.7.5 (#6) ^f	Not started ☐ In progress ☐ Completed ☐				
PROGRESS REPORT FOR IMPLEMENTATION OF PHASE 2 OF THE SWMP						
SWMP Phase 2 Program/Task	SWMP Section/Objective	Program/Task Implementation Status	Percent Complete	Target Date for Completion (month/year)	Projected Cost for Completion	Comments
Install Share Sheds At Existing Waste Management Sites	6.2.1 (#1) ^g	Not started ☐ In progress ☐ Completed ☐				
Implement Additional Incentive-Based Tipping Fees	6.2.2 (#1) ^g	Not started ☐ In progress ☐ Completed ☐				
Implement Disposal Bans To Encourage Recycling	6.2.3 (#1) ^g	Not started ☐ In progress ☐ Completed ☐				
Implement And Enforce Disposal Quantity Limits	6.2.4 (#1) ^g	Not started ☐ In progress ☐ Completed ☐				
Implement Curbside Recycling In Municipalities	6.2.5 (#1) ^g	Not started ☐ In progress ☐ Completed ☐				
Continue Rural Transfer Station Upgrades And Recycling Services	6.2.6 (#1) ^g	Not started ☐ In progress ☐ Completed ☐				

^f Phase 1 – Objective #6 – Initiate Greater Stakeholder Outreach

^g Phase 2 – Objective #1 – Increase Reuse and Recycling Opportunities



PROGRESS REPORT FOR IMPLEMENTATION OF PHASE 2 OF THE SWMP						
SWMP Phase 2 Program/Task	SWMP Section/Objective	Program/Task Implementation Status	Percent Complete	Target Date for Completion (month/year)	Projected Cost for Completion	Comments
Support Reuse And Recycling of All C&D Material	6.3.1 (#2) ^h	Not started ☐ In progress ☐ Completed ☐				
Develop C&D Material Reuse Capacity	6.3.2 (#2) ^h	Not started ☐ In progress ☐ Completed ☐				
Promote Reuse And Recycling Opportunities For ICI Sector	6.3.3 (#2) ^h	Not started ☐ In progress ☐ Completed ☐				
Continue Working Group Pilot Programs From Phase 1	6.3.4 (#2) ^h	Not started ☐ In progress ☐ Completed ☐				
Identify Strategies For Reducing LFG Emissions	6.4.1 (#3) ⁱ	Not started ☐ In progress ☐ Completed ☐				
Develop Transfer Stations To Replace Closed Landfills	6.4.2 (#3) ⁱ	Not started ☐ In progress ☐ Completed ☐				
Develop Replacement Capacity For Landfills Nearing Capacity	6.4.3 (#3) ⁱ	Not started ☐ In progress ☐ Completed ☐				
Develop Illegal Dumping Strategy	6.4.4 (#3) ⁱ	Not started ☐ In progress ☐ Completed ☐				
PROGRESS REPORT FOR IMPLEMENTATION OF PHASE 3 OF THE SWMP						
SWMP Phase 3 Program/Task	SWMP Section/Objective	Program/Task Implementation Status	Percent Complete	Target Date for Completion (month/year)	Projected Cost for Completion	Comments
Develop C&D Materials Handling Capacity	7.2.1 (#1) ^j	Not started ☐ In progress ☐ Completed ☐				

^hPhase 2 – Objective #2 – Focus on ICI and Construction and Demolition Sectors

ⁱPhase 2 – Objective #3 – Address Waste Management System Capacity Needs

^jPhase 3 – Objective #1 – Continue to Improve Programs and Infrastructure



PROGRESS REPORT FOR IMPLEMENTATION OF PHASE 3 OF THE SWMP						
SWMP Phase 3 Program/Task	SWMP Section/ Objective	Program/Task Implementation Status	Percent Complete	Target Date for Completion (month/year)	Projected Cost for Completion	Comments
Continue Transfer Station Capital Upgrades Program	7.2.2 (#1) ^j	Not started ☐ In progress ☐ Completed ☐				
Complete Closure Of Landfills At Capacity	7.2.3 (#1) ^j	Not started ☐ In progress ☐ Completed ☐				
Investigate Development Of Centralized Material Processing Facility	7.3.1 (#2) ^k	Not started ☐ In progress ☐ Completed ☐				
Investigate Options For Organics Management	7.3.2 (#2) ^k	Not started ☐ In progress ☐ Completed ☐				
Investigate Source Separated Collection Options For Organics And Recyclables	7.3.3 (#2) ^k	Not started ☐ In progress ☐ Completed ☐				
Investigate Waste-To-Energy Options	7.3.4 (#2) ^k	Not started ☐ In progress ☐ Completed ☐				

^j Phase 3 – Objective #1 – Continue to Improve Programs and Infrastructure

^k Phase 3 – Objective #2 – Explore Long-Term Waste Management Options



30) Revision to Section 9.2.5 (Dispute Resolution)

Given the complexity of the Plan, the number of stakeholders and the varying interests addressed in the Plan, the possibility exists that disputes may occur during implementation of the Plan, and through the process of amendments to the Plan that may arise in future. This section establishes a dispute resolution procedure for addressing such issues as disputes arising from administrative decisions made by the Regional District, interpretations of plan activities and services, economics, land tenure, jurisdictional responsibility or other issues. The structure presented below is intended to resolve disputes in a timely and cost-effective manner.

- The parties having a dispute must make all reasonable effort to come to an equitable agreement without outside intervention, before proceeding to the next step.
- Should the parties determine that an agreement is not within reach, the Plan Monitoring and Advisory Committee and/or the Solid Waste ~~Management~~ Committee will then be utilized as a mediator between the parties. Any member of the PMAC or the SWMC directly involved with the parties or in a relationship that may be perceived to be a conflict of interest with regard to the dispute will not be granted voting/motioning privileges, but will remain an active participant in all discussions. All attempts will be made to reach an agreement.
- Should an agreement still not be achievable, the Regional Board will be called upon to act as a mediator. The disputing parties must both agree with referring the dispute to the Regional Board, and agree that the Regional Board's decision will be binding.
- Should the Regional Board be unable to resolve the dispute, an arbitrator may be assigned, the cost to be shared equally between the disputing parties. The reporting materials provided to the PMAC, SWMC and the Regional Board shall be provided to the arbitrator, who will review the report and make any inquiries he/she feels necessary to resolve the dispute. The arbitrator's decision shall be submitted to the Regional Board in writing, and the dispute will be considered resolved when the arbitrator's decision is approved by the Regional Board and the dissenting parties.



31) Revision to Appendix A (Table 1 - Triple Bottom Line Evaluation Criteria)

Table 4: Triple Bottom Line Evaluation Criteria

PARAMETER TYPE	CRITERIA
Financial	Capital Cost (\$)
	Annual Operating Cost (\$)
	Operating Cost per tonne (\$/tonne)
	Approximate Cost per Household (\$/household)
	Landfill cost savings (based on \$5478.60/tonne lifecycle costs)
Environmental	Net Waste Diversion Potential (tonnes)
	Greenhouse Gas Reduction Potential in tonnes of CO ₂ /tonne of waste and equivalent # of Honda Civics taken off the road for 1 year
	Landfill space savings in cubic metres, and equivalent volume in # of school buses
Social	Ability to be equitably implemented across region
	Accessibility and convenience

32) Revision To Appendix A (Approximate Cost per Household)

It was recognized that most residents would be best able to judge the financial implications of a program by considering the “cost per household” rather than an estimate of total costs. To determine this, the PRRD identified the following information:

- For every \$100,000 in funding that the PRRD needs to raise, there needs to be a charge of ~~\$0.01~~\$0.005 per \$1000 of assessment, with the current PRRD tax base
- This is the residential rate, and there ~~may be~~are multipliers applied to this rate for utilities, industry and businesses
- An “average household” assessment value of \$250,000 was used to determine the approximate cost per household.

33) Revision to Appendix A (Lifecycle Landfill Cost Savings)

In order to understand the full implications of diverting waste from the landfill, it was necessary to look at the potential cost savings over the entire life of the landfill. To do this, the following were considered:

- ~~■ Landfill siting, preliminary investigation and public consultation to select a landfill site~~
- ~~■ Landfill construction costs over the whole life of a landfill~~



- Landfill operating costs over the ~~whole~~remaining life of a landfill
- Environmental Monitoring costs per year, for the ~~whole~~remaining operating life of the landfill
- Closure costs at the end of the landfill's life
- Post-closure environmental monitoring costs, for a mandated ~~25~~30-year period following the closure of the landfill
- The ~~total~~remaining capacity of the landfill for waste, as a volume in cubic metres
- The estimated compaction level in the landfill, assumed to be ~~0.6~~0.674 tonnes/cubic metre

The ~~Bessborough~~North Peace Regional Landfill (NPRL) was used as a template for developing these costs, as this landfill has a gas collection and control system (GCCS) for the management of landfill gas (LFG) and the ~~most recent construction and~~remaining landfill life and capacity information is available for this site as of May, 2017. In addition, the duration for the remaining life of NPRL (≈ 20 years) is closer to the timeframe at which this SWMP will require the next review and update compared to Bessborough Landfill (≈ 80 years). The ~~total~~remaining life cycle cost of the landfill was computed, and divided by the ~~total~~remaining capacity in cubic metres to determine a cost per cubic metre, and a cost per tonne using the compaction density. The following were the results:

- Lifecycle Cost per cubic metre = \$~~33~~53/m³
- Lifecycle Cost per tonne = \$~~54~~78.60/tonne

The lifecycle cost per tonne was used to calculate the lifecycle savings achieved by diverting waste from the landfill.



Solid Waste Management Plan Monitoring and Advisory Committee TERMS OF REFERENCE

BACKGROUND

Regional Districts in British Columbia are mandated by the Provincial Environmental Management Act to develop Solid Waste Management Plans that are long term visions of how each regional district manages their municipal and rural solid wastes. The Peace River Regional District's Solid Waste Management Plan, which was last amended in March, 2009, identified the formation of a SWMP Monitoring and Advisory Committee to monitor the implementation and effectiveness of the Plan and identify concerns and issues that have arisen during its implementation that may require changes.

GOAL OF THE COMMITTEE

The Plan Monitoring & Advisory Committee (PMAC) will monitor the implementation and effectiveness of the Solid Waste Management Plan (Plan) for the Peace River Regional District (PRRD).

OBJECTIVES

- To review the status of the Plan as to objectives completed and tasks remaining.
- To identify concerns and issues that may arise in the Plan's ongoing implementation.
- To act as a "sounding board" for the PRRD to review results of pilot programs.
- To make suggestions regarding how programs should be implemented and provide those recommendations to the PRRD Committee of the Whole.
- Provide advice and feedback on consultation activities with the general public.

STRUCTURE OF THE PLAN MONITORING & ADVISORY COMMITTEE

- 1. Members:** The PMAC will be made up of representatives from:
 - Staff from member municipalities.
 - PRRD waste management staff.
 - PRRD waste management contractors or partners.
 - Public agencies.
 - Representatives from First Nations within the region.
 - Private and non-profit sectors.
 - Industry and institutional representatives.
 - Members of the general public (consisting of one member from each Electoral Area).
- 2. Number of Members:** The number of members appointed by the PRRD Board is 26. An alternate may be nominated to attend in lieu of the person appointed to the PMAC.
- 3. Term of Office of Members:** Members will be asked to commit for up to 2 years.

Recommendation No. 2

REMUNERATION AND EXPENSES

Membership to the PMAC shall be strictly on a volunteer basis. Compensation from the PRRD for work performed as a member of the PMAC will be provided as follows:

- Per the Regional Board's Financial Policy, mileage will be paid to all volunteer members of the PMAC (except Ministry Staff and paid members of Commissions).
- Refreshments and lunch meal (if required) will be provided at all meetings.

RULES OF PROCEDURE

1. Robert's Rules of Order apply.
2. The PMAC is advisory and all recommendations will be forwarded to the Regional District Committee of the Whole for consideration.
3. The PMAC Chair shall be elected from the membership at the first meeting of each year. In the absence of the Chair, an Acting Chair shall be appointed for that meeting by the members present. The Chair shall be entitled to vote at all meetings. PRRD Board Directors are not eligible for the position of PMAC Chair.
4. **Quorum:** A simple majority, one member more than 50% of appointed members of the PMAC, shall constitute a quorum.
5. **Voting:** All issues that come before the PMAC shall be determined by way of majority vote.
6. **Conflict of Interest:** Contractors sitting as Committee members shall exclude themselves from meetings that may place them in conflict of interest. (directed by Regional Board Aug 25, 2016)

MEETINGS OF THE PLAN MONITORING & ADVISORY COMMITTEE

1. Scheduled Meetings:

- a. Initial meeting scheduled for January 19, 2016
- ~~b. Annual meeting will be tentatively scheduled for Fall of 2016 to resolve any potential outstanding items from the initial meeting and to refine SWMP objectives for 2017.~~

Revised:

- b. Meetings of the Plan Monitoring and Advisory Committee will take place on a quarterly basis.

This schedule is subject to change. All regular agendas and meeting dates shall be arranged by the PRRD in consultation with the PMAC members. All meeting dates will be confirmed at least two weeks prior to the meetings with agendas being provided to the PMAC members and other interested parties at least one week prior to meetings. Agendas will also be posted on the Peace River Regional District website at www.prrd.bc.ca.

2. Minutes:

Notes and action items arising from each meeting will be documented. A synopsis of all meetings shall be posted on the PRRD website at www.prrd.bc.ca.

REPORTING TO THE PRRD COMMITTEE OF THE WHOLE

Recommendations adopted by the PMAC will be presented to the PRRD Committee of the Whole by way of a covering report drafted by PRRD staff.



PEACE RIVER REGIONAL DISTRICT

Solid Waste Management Plan

Monitoring and Advisory Committee Meeting Minutes

DATE: Friday, January 5, 2018

PLACE: Regional District Offices, Dawson Creek, BC

PRESENT: Ryan Nelson, District of Taylor
Abe Wall, Excel Transportation
Kevin Henderson, City of Dawson Creek
Rob Henry, Member at Large - Electoral Area E
Wayne Hiebert, Member at Large - Electoral D

Staff

Paulo Eichelberger, General Manager of Environmental Services
Phillip Kovacs, Manager of Solid Waste
Loryn Day, Solid Waste Coordinator
Suzanne Garrett, Corporate Services Coordinator

- 1) Call to Order The meeting was called to order at 10:20 am
- 2) Election of Chair As there were no volunteers to assume the position of Chair for the Committee, Mr. Eichelberger assumed the Chair.

ADOPTION OF THE AGENDA

- 3) Adoption of the Agenda MOVED by Kevin Henderson, SECONDED by Rob Henry, that the Solid Waste Management Plan Monitoring and Advisory Committee Agenda for the January 5, 2018 meeting including New Business and additional items for the agenda, be adopted:
- Call to Order
Introductions
Election of Chair
Minutes:
M-1 SWMP Monitoring and Advisory Committee (PMAC) Meeting Minutes of January 19, 2016.
M-2 PMAC and Solid Waste Committee Joint Meeting Notes of January 5, 2017.
Notice of New Business
NB-1 Return of antifreeze containers
Topics for Discussion
- Overview of Amendments to the Regional Solid Waste Management Plan
- Adoption of the revised Terms of Reference
- Representation from the construction, demolition and renovation industry
New Business
Adjournment

CARRIED.

ADOPTION OF MINUTES

- 5) M-1 PMAC Mtg. MOVED by Wayne Hiebert, SECONDED by Rob Henry, Min. of Jan 19, 2016 that the Plan Monitoring and Advisory Committee Meeting Minutes of January 19, 2016 be adopted.

CARRIED.

6) M-2 PMAC
& SWC Mtg Min of
Jan 5, 2017

MOVED by Kevin Henderson, SECONDED by Wayne Hiebert,
that the Plan Monitoring and Advisory Committee Meeting Minutes and Solid
Waste Joint Meeting Notes of January 5, 2017 be received.

CARRIED.

Discussion:

7) Topic 1

Overview of Amendments to the Regional Solid Waste Management Plan
- proposed changes are a result of the Solid Waste Committee's review of
the Plan
- intent to the Plan has not been changed
- revisions more accurately reflect current operating procedures
- dollar values have been updated to reflect inflation and current operations
- address comments received from PMAC and SWC
- future capital projects have been identified in the revisions

Concern was expressed with respect to access to the recycling bins at the new
transfer station sites. Committee members were advised that the design of the
new transfer stations has been changed to allow for better access to the
recycling bins.

MOVED by Kevin Henderson, SECONDED by Wayne Hiebert,
That the Plan Monitoring and Advisory Committee recommend to the Solid
Waste Committee that the Amendments to the Regional Solid Waste
Management Plan, as presented, be approved.

CARRIED.

8) Topic 2 and
Topic 3

Revised Terms of Reference / Industry representation

At the August 25, 2016 meeting the Regional Board amended the Terms of
Reference for the Plan Monitoring and Advisory Committee with the addition of
the following clause under Rules of Procedure:

6. Conflict of Interest: Contractors sitting as Committee members shall
exclude themselves from meetings that may place them in conflict of
interest.

It was noted that in keeping with the Plan, the current Committee will be
expanded to include representatives from the construction, demolition and
renovation industries in the region. The purpose is to develop options for
disposal or diversion of materials such as gyproc, lumber, etc.

MOVED by Wayne Hiebert, SECONDED by Ryan Nelson,

- a) That the Plan Monitoring and Advisory Committee recommend to the Solid
Waste Committee that the Terms of Reference, as amended with the
addition of Item #6 Conflict of Interest "Contractors sitting as Committee
members shall exclude themselves from meetings that may place them in
conflict of interest" be approved; and
- b) That the Plan Monitoring and Advisory Committee be expanded to include
representatives from the construction, demolition and renovation industry.

CARRIED.

8) Topic 2
continued

MOVED by Wayne Hiebert, SECONDED by Kevin Henderson,
That the Plan Monitoring and Advisory Committee recommends to the Solid
Waste Committee that the Committee Terms of Reference be amended as
follows:

Under Meetings of the Plan Monitoring and Advisory Committee:

1. Scheduled Meetings:

- b. Annual meetings will be tentatively scheduled for Fall 2016 to resolve
any potential outstanding items from the initial meeting and to refine
SWMP objectives for 2017"

Change "Annual meeting" to quarterly meetings, and remove the rest of
the outdated clause ", to read as follows:

- "b. Meetings of the Plan Monitoring and Advisory Committee will
take place on a quarterly basis."

CARRIED.

New Business:

9) NB-1 re:
Anti-freeze
containers

Concern was expressed that there are no facilities that will take back empty
anti-freeze containers. A brief overview of the BCUOMC (BC Used Oil
Management Association) website was undertaken to familiarize members with
what types of recycling options for anti-freeze containers are available in their
communities.

10) Committee
Report

MOVED by Wayne Hiebert, SECONDED by Kevin Henderson,
that the recommendations from the Solid Waste Management Plan Monitoring
and Advisory Committee Meeting of January 5, 2018 be recommended to the
Solid Waste Committee for approval.

CARRIED.

11) Adjournment

The meeting adjourned at 12:25 pm

Paulo Eichelberger,
Meeting Chair

S. Garrett,
Corporate Services Coordinator

PEACE RIVER REGIONAL DISTRICT
Income Statement By Function



GL5240

Date : 09 Jan,2018

Page : 1

Time : 1:25 pm

As of : 31-Dec-2017

Fiscal Year : 2017

Period : 12

From Category : 4300 To Category : 4300

Account Code : ??-?-????-??? To : ??-?-????-???

Budget Type : APPROVED BUDGET

DRAFT

Account Code	Account Name	Current Period	Year to Date	Committed	Budget Amount	Variance
1-->	General Operating Fund					
4300-->	REGIONAL SOLID WASTE MANAGEMENT ~ ++^					
1-->	REVENUES					
01-1-4300-110	Requisition - electoral (SW)	0.00	-3,961,295.32	0.00	-3,961,295.00	0.32
01-1-4300-111	Requisition - municipal (SW)	0.00	-1,789,377.00	0.00	-1,789,377.00	0.00
01-1-4300-120	Grants-in-lieu (SW)	-783.97	-694,505.24	0.00	-600,000.00	94,505.24
01-1-4300-122	SW - Misc Fees - Sch C	-165.00	-2,970.00	0.00	-100.00	2,870.00
01-1-4300-123	Weight Fee	0.00	-330.00	0.00	-100.00	230.00
01-1-4300-124	Unsecure Loads	-59.50	-1,671.80	0.00	-1,500.00	171.80
01-1-4300-125	Cash Short/Over - Rolla	0.80	-22.10	0.00	-10.00	12.10
01-1-4300-126	Cash Short/Over - Kelly Lake T	0.00	1.05	0.00	-10.00	-11.05
01-1-4300-127	Cash Short/Over - Tomslake TS	0.00	-5.20	0.00	-10.00	-4.80
01-1-4300-128	Cash Short/Over - Pink Mtn TS	0.00	0.00	0.00	-10.00	-10.00
01-1-4300-129	Cash Short/Over - Wonowon TS	0.00	3.20	0.00	-10.00	-13.20
01-1-4300-130	Cash Short/Over - Prespatou TS	4.95	18.80	0.00	-10.00	-28.80
01-1-4300-131	Cash Short/Over - Bessborough	0.00	86.65	0.00	-10.00	-96.65
01-1-4300-132	Cash Short/Over - Chet LF (SW)	0.00	196.07	0.00	-10.00	-206.07
01-1-4300-133	Cash Short/Over - DC Trf Stn (	0.00	272.05	0.00	-10.00	-282.05
01-1-4300-134	Cash Short/Over - NP LF (SW)	1.10	90.90	0.00	-10.00	-100.90
01-1-4300-135	Cash Short/Over - Mile 62.5 Tr	0.00	0.80	0.00	-10.00	-10.80
01-1-4300-136	Cash Short/Over - Rose Pr Trf	0.00	0.48	0.00	-10.00	-10.48
01-1-4300-137	Cash Short/Over - Buick	0.00	-10.00	0.00	-10.00	0.00
01-1-4300-138	Cash Short/Over - Cecil Lake	0.00	-4.95	0.00	-10.00	-5.05
01-1-4300-139	Cash Short/Over - Goodlow	0.00	0.80	0.00	-10.00	-10.80
01-1-4300-140	Extra Charges Recovered	0.00	-425.00	0.00	0.00	425.00
01-1-4300-141	Fees - Bessborough LF (SW)	-86,675.57	-1,744,261.05	0.00	-1,100,000.00	644,261.05
01-1-4300-142	Fees - Chetwynd LF (SW)	-41,385.60	-575,306.89	0.00	-400,000.00	175,306.89
01-1-4300-143	Fees - DC Trf Station (SW)	-2,969.15	-76,216.65	0.00	-60,000.00	16,216.65
01-1-4300-144	Fees - NP LF (SW)	-120,381.09	-2,266,992.18	0.00	-2,300,000.00	-33,007.82
01-1-4300-145	Fees - Mile 62.5 Trf Stn (SW)	-153.10	-3,226.30	0.00	-3,000.00	226.30
01-1-4300-146	Fees - Rose Pr Trf St (SW)	-47.45	-2,279.03	0.00	-3,000.00	-720.97
01-1-4300-147	Fees - Buick	-10.15	-1,312.50	0.00	-1,300.00	12.50
01-1-4300-148	Fees - Cecil Lake	-130.85	-3,119.15	0.00	-2,500.00	619.15
01-1-4300-149	Fees - Goodlow	-18.40	-323.95	0.00	-500.00	-176.05
01-1-4300-150	Fees - Rolla	-128.40	-5,412.10	0.00	-5,000.00	412.10
01-1-4300-151	Fees - Moberly	-404.55	-7,291.08	0.00	-3,000.00	4,291.08

I-1

PEACE RIVER REGIONAL DISTRICT
Income Statement By Function



GL5240

Date : 09 Jan,2018

Page : 2

Time : 1:25 pm

As of : 31-Dec-2017

Fiscal Year : 2017

Period : 12

From Category : 4300 To Category : 4300

Account Code : ??-?-????-??? To : ??-?-????-???

Budget Type : APPROVED BUDGET

DRAFT

Account Code	Account Name	Current Period	Year to Date	Committed	Budget Amount	Variance
01-1-4300-152	Fees - Upper Halfway	-139.60	-1,832.45	0.00	-1,000.00	832.45
01-1-4300-155	Shared administration fees (SW	0.00	-19,500.00	0.00	-19,500.00	0.00
01-1-4300-157	Recovered costs (SW)	0.00	-34,362.43	0.00	-20,000.00	14,362.43
01-1-4300-158	Recycling Revenue (SW)	-2,070.93	-129,731.79	0.00	-10,000.00	119,731.79
01-1-4300-159	Metals Salvage (SW)	0.00	0.00	0.00	-100.00	-100.00
01-1-4300-161	Insurance proceeds (SW)	0.00	-92,656.09	0.00	-11,700.00	80,956.09
01-1-4300-165	MMBC Recycle Revenue	-260.11	-4,216.06	0.00	-2,000.00	2,216.06
01-1-4300-166	MMBC - Education & Training Fu	-6,282.26	-69,089.14	0.00	-60,000.00	9,089.14
01-1-4300-167	MMBC Municipal Revenue	0.00	-8,248.53	0.00	-7,000.00	1,248.53
01-1-4300-168	MMBC Hauling Rebate	-1,426.97	-4,668.78	0.00	-2,000.00	2,668.78
01-1-4300-169	Cash Short/Over - Moberly	0.00	-19.59	0.00	-10.00	9.59
01-1-4300-170	Cash Short/Over - Upper Halfwa	0.00	16.24	0.00	-10.00	-26.24
01-1-4300-171	Fees - Kelly Lake TS	-22.90	-1,183.80	0.00	-1,000.00	183.80
01-1-4300-172	Fees - Tomslake TS	-56.80	-4,789.20	0.00	-5,500.00	-710.80
01-1-4300-173	Fees - Pink Mtn TS	0.00	-472.10	0.00	-500.00	-27.90
01-1-4300-174	Fees - Wonowon TS	-102.80	-1,464.50	0.00	-1,000.00	464.50
01-1-4300-175	Fees - Prespatou TS	-168.80	-4,076.75	0.00	-3,500.00	576.75
01-1-4300-178	MFA Actuarial Contrib.(SW)	-78,166.56	-78,166.56	0.00	-58,711.00	19,455.56
01-1-4300-189	Loan Proceeds (SW)	0.00	-4,950,000.00	0.00	-5,000,000.00	-50,000.00
01-1-4300-190	Appropriated surplus (SW)	0.00	-1,460,611.00	0.00	-1,460,611.00	0.00
Total REVENUES		-342,003.66	-18,000,759.22	0.00	-16,894,964.00	1,105,795.22
2--> EXPENDITURES						
01-2-4300-200	Wages (SW)	67,579.09	632,232.26	0.00	670,466.00	38,233.74
01-2-4300-205	Benefits (SW)	13,743.75	152,535.87	0.00	189,718.00	37,182.13
01-2-4300-206	WCB (SW)	518.78	6,798.25	0.00	7,127.00	328.75
01-2-4300-210	Travel/Train/Conf/Wrkshp (SW)	1,106.14	13,011.64	0.00	17,000.00	3,988.36
01-2-4300-211	Travel, Use of RD Vehicle	0.00	19,900.00	0.00	19,900.00	0.00
01-2-4300-212	Mileage In-Region (SW)	75.71	94.28	0.00	300.00	205.72
01-2-4300-215	Meals In-Region (SW)	821.10	2,760.56	0.00	3,500.00	739.44
01-2-4300-216	Meetings (SW)	0.00	1,189.35	0.00	2,200.00	1,010.65
01-2-4300-218	Memberships (SW)	0.00	5,277.13	0.00	5,000.00	-277.13
01-2-4300-230	Phone,Ph Supplies,Internet, AI	52.50	3,619.10	0.00	5,000.00	1,380.90
01-2-4300-240	Advertising (SW)	3,599.60	20,095.29	0.00	15,000.00	-5,095.29
01-2-4300-242	Videos	4,672.90	20,207.90	0.00	13,979.00	-6,228.90
01-2-4300-250	Legal Services (SW)	705.61	3,716.82	0.00	10,000.00	6,283.18
01-2-4300-252	Consulting Services (SW)	3,094.67	21,368.66	0.00	30,000.00	8,631.34
01-2-4300-256	Waste Composition Study	0.00	97,398.12	0.00	128,100.00	30,701.88

PEACE RIVER REGIONAL DISTRICT Income Statement By Function



GL5240

Date : 09 Jan,2018

Page : 3

Time : 1:25 pm

As of : 31-Dec-2017

Fiscal Year : 2017

Period : 12

From Category : 4300 To Category : 4300

Account Code : ??-?-????-??? To : ??-?-????-???

Budget Type : APPROVED BUDGET

DRAFT

Account Code	Account Name	Current Period	Year to Date	Committed	Budget Amount	Variance
01-2-4300-260	Insurance (SW)	0.00	12,028.02	0.00	11,900.00	-128.02
01-2-4300-261	Administration fees (SW)	0.00	198,000.00	0.00	198,000.00	0.00
01-2-4300-262	Interest - debenture (SW)	0.00	165,173.82	0.00	165,174.00	0.18
01-2-4300-263	Principal - debenture (SW)	0.00	414,108.98	0.00	414,109.00	0.02
01-2-4300-289	Actuarial Recognized (SW)	78,166.56	78,166.56	0.00	58,711.00	-19,455.56
01-2-4300-298	Bad debts (SW)	0.00	0.00	0.00	1,000.00	1,000.00
01-2-4300-299	Miscellaneous (SW)	562.50	562.50	0.00	2,000.00	1,437.50
01-2-4300-309	Unit #9 - Trailtech Flatdeck T	341.51	460.39	0.00	1,000.00	539.61
01-2-4300-311	Unit #11 - Bobcat (SW)	75.00	7,588.15	0.00	3,000.00	-4,588.15
01-2-4300-314	Unit #14 - Yellow Dump Trlr (S	0.00	0.00	0.00	1,000.00	1,000.00
01-2-4300-315	Unit #15 - 2005 GMC 3/4 T(SW)	0.00	2,413.94	0.00	3,500.00	1,086.06
01-2-4300-316	Unit #16-Load Trail Blk Dump T	2,236.78	2,512.39	0.00	2,000.00	-512.39
01-2-4300-317	Unit #17 - Sterling Picker Tru	303.92	9,187.10	0.00	13,000.00	3,812.90
01-2-4300-321	Unit #21 - 1 Ton Chev (White)	2,194.56	8,448.68	0.00	13,000.00	4,551.32
01-2-4300-324	Unit #24 - 2017 Chevrolet 3500	1,029.32	10,532.13	0.00	8,000.00	-2,532.13
01-2-4300-325	Unit #25 - Trailer Flatdeck 20	0.00	417.84	0.00	0.00	-417.84
01-2-4300-361	Supplies - shop/warehouse (SW)	2,708.29	7,077.58	0.00	8,000.00	922.42
01-2-4300-362	Supplies - ofc & computer (RD-	0.00	32,576.37	0.00	33,000.00	423.63
01-2-4300-365	Banking Fees	3,228.14	16,793.79	0.00	14,000.00	-2,793.79
01-2-4300-607	Trsf to Capital Reserve	0.00	3,500,000.00	0.00	3,500,000.00	0.00
01-2-4300-608	Trsf to Landfill Closure Liabi	0.00	220,000.00	0.00	220,000.00	0.00
01-2-4300-702	Operations - Bessborough LF (S	2,480.87	27,827.08	0.00	48,000.00	20,172.92
01-2-4300-703	Operations - Buick Crk TS (SW)	368.44	3,297.94	0.00	7,500.00	4,202.06
01-2-4300-705	Operations - Chetwynd LF (SW)	3,813.20	24,269.21	0.00	37,000.00	12,730.79
01-2-4300-706	Operations - Dawson Creek TS (	2,912.97	21,067.77	0.00	49,000.00	27,932.23
01-2-4300-708	Operations - North Peace LF (S	4,278.57	34,560.92	0.00	76,000.00	41,439.08
01-2-4300-709	Operations - Landfill Gas Syst	2,467.87	90,579.31	0.00	93,000.00	2,420.69
01-2-4300-711	Operations - Hudson's Hope TS	934.45	8,417.87	0.00	10,000.00	1,582.13
01-2-4300-712	Operations - Kelly Lake TS (S	150.81	2,459.45	0.00	5,000.00	2,540.55
01-2-4300-713	Operations - Upper Halfway	505.58	5,020.78	0.00	5,500.00	479.22
01-2-4300-714	Operations - Mile 62.5 TS (SW)	1,443.62	6,075.13	0.00	5,500.00	-575.13
01-2-4300-715	Operations - Rolla TS (SW)	355.24	6,343.90	0.00	5,500.00	-843.90
01-2-4300-716	Operations - Moberly Lake TS (	2,131.66	9,857.17	0.00	5,500.00	-4,357.17
01-2-4300-719	Operations - Pink Mountain TS	149.90	2,433.84	0.00	5,500.00	3,066.16
01-2-4300-721	Operations - Cecil Lake TS (SW	518.64	6,614.64	0.00	4,500.00	-2,114.64
01-2-4300-722	Operations - Rose Prairie TS (	150.38	3,383.13	0.00	4,500.00	1,116.87
01-2-4300-723	Operations - Goodlow TS (SW)	247.83	3,615.04	0.00	4,500.00	884.96
01-2-4300-724	Operations - Taylor TS (SW)	0.00	0.00	0.00	500.00	500.00

PEACE RIVER REGIONAL DISTRICT Income Statement By Function



GL5240

Date : 09 Jan,2018

Page : 4

Time : 1:25 pm

As of : 31-Dec-2017

Fiscal Year : 2017

Period : 12

From Category : 4300 To Category : 4300

Account Code : ??-?-????-??? To : ??-?-????-???

Budget Type : APPROVED BUDGET

DRAFT

Account Code	Account Name	Current Period	Year to Date	Committed	Budget Amount	Variance
01-2-4300-725	Operations - Tomslake TS (SW)	176.48	2,735.20	0.00	4,500.00	1,764.80
01-2-4300-726	Operations - Tumbler Ridge TS	0.00	1,449.65	0.00	5,000.00	3,550.35
01-2-4300-727	Operations - Wonowon TS (SW)	385.17	6,136.26	0.00	6,000.00	-136.26
01-2-4300-728	Operations - Prespatou TS (SW)	151.33	7,206.97	0.00	6,000.00	-1,206.97
01-2-4300-729	Operations - Misc Transfer Sta	354.28	8,933.08	0.00	7,500.00	-1,433.08
01-2-4300-732	Contractor - Bessborough LF (S	89,166.67	966,294.26	0.00	1,060,000.00	93,705.74
01-2-4300-733	Contractor - Buick Crk TS (SW)	2,984.08	94,391.16	0.00	115,000.00	20,608.84
01-2-4300-734	Contractor - Cecil Lake (SW)	9,878.96	106,705.83	0.00	120,000.00	13,294.17
01-2-4300-735	Contractor - Chetwynd LF (SW)	47,500.00	516,881.69	0.00	566,000.00	49,118.31
01-2-4300-736	Contractor - Dawson Creek (SW)	2,084.91	181,612.43	0.00	236,000.00	54,387.57
01-2-4300-738	Contractor - North Peace LF (S	138,333.33	1,504,603.61	0.00	1,650,000.00	145,396.39
01-2-4300-741	Contractor - Hudson's Hope (SW	4,400.00	52,800.00	0.00	57,000.00	4,200.00
01-2-4300-742	Contractor - Kelly Lake (SW)	10,278.75	100,039.95	0.00	122,000.00	21,960.05
01-2-4300-744	Contractor - Mile 62.5 (SW)	8,000.00	48,000.00	0.00	52,000.00	4,000.00
01-2-4300-749	Contractor - Pink Mountain (SW	8,878.39	92,168.69	0.00	119,000.00	26,831.31
01-2-4300-751	Contractor - Prespatou (SW)	10,816.96	100,779.30	0.00	120,000.00	19,220.70
01-2-4300-752	Contractor - Rose Prairie LF (	2,084.92	86,306.69	0.00	107,000.00	20,693.31
01-2-4300-754	Contractor/Transport/Haul - Go	2,984.08	89,257.36	0.00	115,000.00	25,742.64
01-2-4300-755	Contractor - Tomslake (SW)	2,084.92	92,956.23	0.00	120,000.00	27,043.77
01-2-4300-756	Contractor - Tumbler Ridge (SW	0.00	82,690.83	0.00	100,000.00	17,309.17
01-2-4300-757	Contractor - Wonowon (SW)	2,084.92	84,284.35	0.00	120,000.00	35,715.65
01-2-4300-758	Cont/Haul/Transport-Upper Half	2,764.08	102,136.43	0.00	130,000.00	27,863.57
01-2-4300-761	Cont/Haul/Transport-Rolla	11,320.86	112,214.77	0.00	130,000.00	17,785.23
01-2-4300-763	Cont/Haul/Transport-Moberly La	2,764.08	107,972.37	0.00	130,000.00	22,027.63
01-2-4300-776	Transport/Haul - Dawson Creek	1,920.85	22,994.85	0.00	23,000.00	5.15
01-2-4300-781	Transport/Haul - Hudson's Hope	6,487.00	62,296.68	0.00	70,000.00	7,703.32
01-2-4300-787	Transport/Haul - NP Haul All P	10,018.92	92,343.28	0.00	155,000.00	62,656.72
01-2-4300-790	Transport/Haul - Pouce Coupe (	0.00	1,185.00	0.00	1,500.00	315.00
01-2-4300-793	Transport/Haul - SP Haul All P	23,492.64	300,715.25	0.00	350,000.00	49,284.75
01-2-4300-794	Transport/Haul - Taylor (SW)	0.00	6,240.00	0.00	12,500.00	6,260.00
01-2-4300-796	Transport/Haul - Tumbler Ridge	9,730.50	103,647.96	0.00	105,000.00	1,352.04
01-2-4300-799	Transport/Haul - Misc Transfer	545.11	5,456.21	0.00	9,000.00	3,543.79
01-2-4300-840	Extra Charges Recoverable	0.00	210.00	0.00	0.00	-210.00
01-2-4300-872	Recycling - NEAT (SW)	28,815.00	344,085.00	0.00	345,780.00	1,695.00
01-2-4300-873	Recycling - RecycleIt (SW)	97,606.34	872,230.89	0.00	1,800,000.00	927,769.11
01-2-4300-875	Recycling - Taylor Site Rental	500.00	6,000.00	0.00	6,000.00	0.00
01-2-4300-877	MMBC Municipal Recycle Reimbur	0.00	8,248.53	0.00	10,000.00	1,751.47
01-2-4300-894	New Clean-up Program (SW)	2,863.45	82,156.17	0.00	100,000.00	17,843.83

PEACE RIVER REGIONAL DISTRICT Income Statement By Function



GL5240

Date : 09 Jan,2018

Page : 5

Time : 1:25 pm

As of : 31-Dec-2017

Fiscal Year : 2017

Period : 12

From Category : 4300 To Category : 4300

Account Code : ??-?-????-??? To : ??-?-????-???

Budget Type : APPROVED BUDGET

DRAFT

Account Code	Account Name	Current Period	Year to Date	Committed	Budget Amount	Variance
01-2-4300-901	Water Monitoring - Bessborough	3,478.15	23,070.64	0.00	20,000.00	-3,070.64
01-2-4300-902	Water Monitoring - Chetwynd LF	3,326.13	19,845.39	0.00	18,000.00	-1,845.39
01-2-4300-903	Water Monitoring - Dawson Cree	3,930.08	19,446.53	0.00	26,500.00	7,053.47
01-2-4300-904	Water Monitoring - North Peace	808.50	11,489.39	0.00	25,500.00	14,010.61
01-2-4300-905	Water Monitoring - Mile 62.5 T	0.00	4,915.71	0.00	5,500.00	584.29
01-2-4300-906	Water Monitoring - Rose Prairi	2,316.65	16,259.65	0.00	23,000.00	6,740.35
01-2-4300-908	Water Monitoring - Hudson's Ho	0.00	6,438.46	0.00	11,000.00	4,561.54
01-2-4300-910	Water Monitoring - Moberly Lak	387.50	5,131.73	0.00	4,500.00	-631.73
01-2-4300-911	Water Monitoring - Taylor TS	0.00	7,508.21	0.00	11,000.00	3,491.79
01-2-4300-913	Water Monitoring - Misc. Trsf	0.00	0.00	0.00	2,500.00	2,500.00
01-2-4300-915	Water Monitoring - East Pine	503.75	4,905.82	0.00	10,000.00	5,094.18
01-2-4300-916	Water Monitoring - Groundbirch	408.75	7,566.94	0.00	11,000.00	3,433.06
01-2-4300-917	Water Monitoring - Milligan Cr	367.50	7,199.61	0.00	5,500.00	-1,699.61
01-2-4300-918	Water Monitoring - Mile 98	362.50	3,457.23	0.00	4,500.00	1,042.77
01-2-4300-940	Mitigation of Closed Landfills	0.00	200.00	0.00	50,000.00	49,800.00
01-2-4300-951	SW Capital - Bessborough LF	37,420.61	115,906.53	0.00	118,000.00	2,093.47
01-2-4300-954	SW Capital - North Peace LF	83,875.90	1,952,587.42	0.00	1,922,000.00	-30,587.42
01-2-4300-973	SW Capital - Equipment	72,353.55	160,906.86	0.00	86,000.00	-74,906.86
01-2-4300-975	SW Capital - Miscellaneous	0.00	7,000.00	0.00	50,000.00	43,000.00
01-2-4300-976	SW Capital - Lone Prairie TS	361.03	1,293.03	0.00	0.00	-1,293.03
01-2-4300-980	SW Capital - Lebell TS	0.00	600.00	0.00	0.00	-600.00
01-2-4300-983	SW Capital - Doig River TS	0.00	1,044.55	0.00	0.00	-1,044.55
01-2-4300-988	SW Capital - Landfill Gas Proj	10,014.75	27,194.45	0.00	150,000.00	122,805.55
Total EXPENDITURES		971,098.79	14,802,411.73	0.00	16,894,964.00	2,092,552.27
REGIONAL SOLID WASTE MANAGEMENT ~ ++^ Surplus/Defi		629,095.13	-3,198,347.49	0.00	0.00	3,198,347.49
Report Total -->		629,095.13	-3,198,347.49	0.00	0.00	3,198,347.49



Solid Waste Committee TERMS OF REFERENCE

The Peace River Regional District (PRRD) developed a Regional Solid Waste Management Plan that was approved in 2009. The Plan addresses three key areas:

- Greater efficiency of programs and services
- Greater focus on reducing, reusing and recycling to protect our environment
- Greater focus on sustainable management to protect future generations

ROLE OF THE COMMITTEE

With the understanding that Solid Waste Management is a regional function and represents our largest single budget item; the goals of the Solid Waste Committee (SWC) is to act as an advisory committee for the Regional District solid waste management function and identify concerns and issues that may arise.

STRUCTURE OF THE SOLID WASTE COMMITTEE

1. Members: The SWC will consist of five (5) Board members as appointed by the Chair and will consist of:

- Director from the City of Dawson Creek, or alternate director
- Director from the City of Fort St. John, or alternate director
- Director from the District of Chetwynd, or alternate director
- Director from Electoral Area 'B', or alternate (Electoral Area 'C' Director)
- Director from Electoral Area 'E', or alternate (Electoral Area 'D' Director)
- PRRD Board Chair, as ex-officio member
- The meetings will be chaired by a Committee member elected by the Committee participants on an annual basis
- In the absence of the Chair, a member elected Vice-Chair by the Committee on an annual basis will chair the meetings;
- Appropriate Regional District staff person – non-voting.

2. Meetings:

- The Committee shall meet on a monthly basis, on the first Thursday of every month;
- Meetings will be open to the public;
- Items for the regular agenda must be provided to Administration one (1) week prior to the scheduled meeting;
- The PRRD Board Chair will be given a copy of all Committee meeting agendas.

3. Procedures:

- Quorum – at least one-half of the members of the Committee;
- Voting – all options and recommendations shall be determined by majority vote, with recommendations and options being forwarded to the Regional Board for consideration and action.