



**PEACE RIVER REGIONAL DISTRICT
Solid Waste Committee**

for the meeting to be held on **December 7, 2017**
at the Regional District offices, 1981 Alaska Avenue, Dawson Creek, BC
commencing at 10:00 am

Chair: Director Dan Rose
Vice-Chair: Director Lori Ackerman

1. **Call to Order:**
 2. **Notice of New Business:**
 3. **Adoption of the Agenda:**
 4. **Adoption of the Minutes:**
 - M-1 Solid Waste Committee Meeting Minutes of November 2, 2017
 5. **Business Arising from the Minutes:**
 6. **Correspondence:**
 7. **Reports:**
 - R-1 November 24, 2017 – Direct Award of SW Transfer Station Survey Work
 - R-2 November 24, 2017 – negotiated increase to Contract #07-2015 NPRLF operations
 - R-3 November 29, 2017 – Direct Award NPRLF erosion abatement investigation
 - R-4 For Information - Nov 27, 2017 – Waste Composition Study – 3rd sampling event
 - R-5 November 28, 2017 – Negotiation for increase to Recycling Contract 01-2016
 - 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
 8. **New Business:**
 - NB-1 Establish 2018 Meeting Schedule
 9. **Items for Information:**
 - I-1 Basecamp Follow-up list – Solid Waste Committee
 - I-2 Solid Waste Financial Summary Report and Financial Report – November 2017
 - I-3 Solid Waste Committee Terms of Reference
 10. **Adjournment:**
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**PEACE RIVER REGIONAL DISTRICT
Solid Waste Committee Meeting Minutes**

DATE: Thursday, November 2, 2017

PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Rose, Electoral Area 'E' - Committee Chair
Director Goodings, Electoral Area 'B'
Alternate Director Deck, District of Chetwynd
Director Bumstead, City of Dawson Creek
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:

Director Rose	Wonowon Transfer Station closed
Director Goodings	Burning barrels
	Water
	Agriculture Plastics
CAO	Anaerobic Digester

ADOPTION OF THE AGENDA:

2) Adoption of the Agenda MOVED by Director Bumstead, SECONDED by Alternate Director Deck, that the Solid Waste Committee agenda for the November 2, 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 October 5, 2017

Business Arising from the Minutes

Correspondence

C-1 October 6, 2017 – Tomslake Transfer Station

Reports

R-1 October 25, 2017 report regarding Scope of Work increase to Contract No. 07-2015 NPRLF

R-2 October 25, 2017 report regarding Purchase of landfill gas by PNG

R-3 October 25, 2017 report regarding Solid Waste Education and Outreach Survey results

R-4 October 26, 2017 report regarding DC Transfer Station – seasonal hours

2) Adoption of
Agenda
(continued)

New Business

- NB-1 Wonowon Transfer Station closed
- NB-2 Burning barrels
- NB-3 Water
- NB-4 Agriculture Plastics
- NB-5 Anaerobic Digester

Items for Information

- I-1 Basecamp Follow-up list - Solid Waste Committee
- 1-2 Solid Waste Financial Summary Report and Financial Report – October

Adjournment

CARRIED.

MINUTES:

3) M-1 Oct 5/17
SWC Mtg Min.

MOVED by Director Bumstead, SECONDED by Alternate Director Deck,
That the Solid Waste Committee meeting minutes of October 5, 2017 be
adopted.

CORRESPONDENCE:

4) C-1 re:
Tomslake Transfer
Station

Issues identified at the transfer station include bins being too full, what is
the measurement used to determine if the bin is 75% full, how often is the
public turned away because the bins are full, and how can this be prevented.

Staff advised that there is an extra bay at the Tomslake site where an additional
bin could be placed during peak months (spring and fall). This would mean an
additional rental fee of \$315 plus \$320 hauling (transportation) fee.

Is contractor fulfilling contract specifications? Staff have followed up with the
contractor, Tervita, who explained they were short on drivers, but have since
rectified that issue. There have been no issues since, the site is continually
inspected and monitored.

Another concern is mixed loads, increases costs for everyone. Staff noted that this
has been communicated to the Tervita.

MOVED by Director Goodings, SECONDED by Alternate Director Deck,
That the Solid Waste Committee recommends to the Regional Board that staff be
authorized to work with Tervita, the transfer station contractor, to monitor and
track haulers turn around time, from the time the attendant places the call to pick
up the 75% full bin to the time the bin is emptied, tracking to take place at all Tier
1 and Tier 2 transfer stations.

CARRIED.

REPORTS:

5) R-1 re:
Scope of Work

Improvements to the North Peace Regional Landfill are nearing completion. The
upgrades will require additional maintenance, operation and personnel on top of
what is already being performed under the current contract. The Contractor, GFL
Environmental, has provided a cost estimate to account for the increase in the
scope of work.

5) R-1 continued

The following issues were identified:

- How is the site monitored to ensure RD is getting what is paid for?
- Monthly inspections take place on site.
- Obligated to meet purchasing policy.
- 10% increase in price plus change in the scope of work - contract should be re-tendered.
- There is a clause in the existing contract that allows RD to change the work.
- Can quoted price of \$171,000 be negotiated?
- Duplication of some services, find efficiencies, to reduce the price quoted.

Options identified:

- negotiate a better price
- re-tender (need to determine legal and monetary risks associated with this option)
- confirm that RD can approve the increase as the proposed additional work exceeds \$50,000 as stipulated in the purchasing policy.

MOVED by Director Bumstead, SECONDED by Alternate Director Christensen,
That the Solid Waste Committee recommends to the Regional Board that
Item R-1 be referred to a Closed Meeting of the Regional Board.

CARRIED.

6) R-2 re:
Landfill gas

MOVED by Director Bumstead, SECONDED by Alternate Director Deck,

- a) that the Solid Waste Committee recommends to the Regional Board that staff negotiate with Pacific Northern Gas for the agreement to sell landfill gas generated at the North Peace Regional Landfill; and
- b) that the draft sale agreement be brought back to the Regional Board for consideration.

CARRIED.

7) R-3 re:
Survey Results

MOVED by Director Goodings, SECONDED by Director Bumstead,
that the October 26, 2017 report regarding the Solid Waste Education and
Outreach Survey Final Results be received.

CARRIED.

8) R-4 re:
Seasonal hours

MOVED by Alt. Director Christensen, SECONDED by Alt. Director Deck,

- a) That the Solid Waste Committee recommends to the Regional Board that the extended (seasonal) hours of operation at the Dawson Creek Transfer Station be approved as follows:
 - seven (7) days a week from 9:00 am to 6:00 pm during the period of May 1 through to October 31st;
 - five (5) days a week from 9:00 am to 6:00 pm during the period of November 1 to April 30th; and
- b) that the associated operational contract costs be included in the appropriate line item in the 2018 Annual Financial Plan

CARRIED.

NEW BUSINESS:

- 9) NB-1 re: Wonowon It was noted that the Wonowon Transfer Station was closed recently, for one full day, due to a power outage.
- 10) NB-2 re: Burning barrel To reduce the number of fires in bins and at landfills, a result of live ashes being disposed of, the Regional District implemented a protocol whereby ashes from burning barrels, once cooled are to be placed in garbage bags. Some residents are finding this difficult and have asked if the Regional District could find an alternative. It was suggested that other Regional District's be polled to ascertain what procedures they use with a report back to the Committee.
- 11) NB-3 re: Water At the October 24 Agriculture Advisory Committee meeting, concern was expressed with respect to the Rose Prairie Transfer Station bulky waste pit. The pit fills up with water which is pumped out. Residents have noticed that the trees are dying in the area where the water is being pumped out to. Is this water tested prior to being pumped out?
- Staff advised that the contractor pumps water from the bulky waste and wood Pits. Testing has revealed no contaminants or leachate being present in the water samples.
- 12) NB-4 re: Ag Plastics Recycling and disposal of agriculture plastics has been identified as a long standing concern by agricultural producers across the province. Under the stewardship programs operating in BC, the producers of product packaging are required to have a stewardship plan in place. Commercial packaging is not included at this time, however the government has stated that it expects industry to implement voluntary stewardship programs in the future. There is no formal recycling program for bales/silage wrap, twine or grain bags available in Canada.
- It was felt that the Regional District needs to take the lead on resolving this issue. It was suggested that the Regional District reach out to the County of Saddle Hills, Grande Prairie, etc., as they probably have the same issue, to see if they would be interested in joining forces.
- MOVED by Director Goodings, SECONDED by Director Bumstead,
That the Solid Waste Committee recommends to the Regional Board that the Regional District pursue all avenues to meet its obligation under the Regional Solid Waste Management Plan with respect to the recycling of agricultural plastics.
CARRIED.
- Director Goodings advised that she will contact Clean Farms to inquire about possible recycling programs.
- 13) NB-5 re: Anaerobic digester The Committee was advised that the Regional District has been approached by a company that specializes in the development and operation of biogas projects such as anaerobic digestion. A report will be on the November 9th Board agenda.

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- 14) Committee Report MOVED by Director Goodings, SECONDED by Alternate Director Christensen,
That the recommendations from the Solid Waste Committee meeting of
November 2, 2017 be recommended to the Regional Board for approval.

CARRIED.

- 15) Next Meeting Next meeting date is December 7, 2017 at 10:00 am

- 16) Adjournment The Chair adjourned the meeting at 12:00 noon.

Director Rose,
Chair – Solid Waste Committee

Suzanne Garrett,
Corporate Services Coordinator



Peace River Regional District REPORT

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

Date: November 24, 2017

Subject: Direct Award of Solid Waste Transfer Station Surveying Work

RECOMMENDATION:

That the Solid Waste Committee recommend that the Regional Board waive the purchasing policy and authorize staff to award the legal and topographic surveying work for the proposed Lebell, Hasler Flats, Lone Prairie, Groundbirch, and Progress/Feller Heights Tier 2 solid waste transfer stations directly to Altus Geomatics Land Surveying BC Ltd. for a bundled price of \$36,177.

BACKGROUND/RATIONALE:

As per the Regional Board recommendation:

R-6
April 11, 2017 – Paulo
Eichelberger, General
Manager of Environmental
Services –
Recommendations from the
April 6, 2017 Solid Waste
Committee Meeting

DOIG / MILLIGAN / OSBORN TIER 2 TRANSFER STATION (PROPOSED)
(Recommendation No. 3)

RD/17/04/19 (27)

MOVED Director Goodings, SECONDED Director Rose,
That staff be authorized to conduct a property appraisal and survey on a portion of the land legally described as Section 34, Township 87, Range 17, W6M, PRD except the most westerly 80 feet in parallel width, in the Doig / Milligan / Osborn area, for the purpose of siting a Tier 2 transfer station.

CARRIED.

Peace River Regional District (PRRD) staff indirectly solicited quotes from three local surveying firms to perform the necessary surveying work at the location of the proposed Doig/Milligan/Osborn Tier 2 transfer station that would allow for the preparation of land agreements and to obtain topographic data for preparation of construction drawings^{1,2}. The quotes from the respondents ranged from \$5,500 to \$6,500 (excluding GST) for which Altus Geomatics Land Surveying BC Ltd. (Altus) had provided the lowest cost for performing the field and office work.

Recognizing an opportunity for further savings, PRRD staff requested cost estimates from Altus to perform the similar legal and topographic surveying work for the transfer stations proposed for Lebell, Groundbirch, Progress/Fellers Heights, Hasler Flats, and Lone Prairie. A summary of the costs for performing these surveys is provided in Table 1 along with the cost for the Doig Rd. Tier 2 solid waste transfer station resulting in a total surveying cost of \$38,900.

After receiving the cost estimates from Altus for performing the additional survey work for the remaining solid waste transfer stations to be constructed, the PRRD requested an additional discount from Altus if all of the future transfer station surveying work was awarded to Altus (i.e. a “bundled” price). Altus indicated that a 7% discount would be applied to each of the previous costs quoted for performing the legal and topographic surveys (including plan preparation) for the five remaining solid

¹The surveying quotes were requested by a consultant on the behalf of the PRRD.

²The proposed Doig/Milligan/Osborn Tier 2 transfer station will be named the Doig Rd. Tier 2 transfer station upon completion.

Staff Signature:

Phillip Kovacs

Dept. Head:

PA Eichelberger

CAO:

Table 1 - Summary of Costs From Altus For Performing Legal and Topographic Surveys/Plan Preparation For Proposed SW Transfer Stations	
Doig Rd.	\$5,500
Lebell	\$6,400
Hasler Flats	\$7,000
Lone Prairie	\$7,000
Groundbirch	\$6,500
Progress/Feller Heights	\$6,500
Total Costs =	\$38,900

waste transfer stations. This would result in a bundled price of \$36,177 for a savings of \$2,723.

It is the opinion of the Environmental Services staff that directly awarding the legal and topographic surveying work to Altus would be a benefit to the Regional District. The reasons being for this are:

- Having one consultant be involved with the legal and topographic surveying of the future Lebell, Groundbirch, Progress/Fellers Heights, Lone Prairie, and Hasler Flats solid waste transfer stations provides increased efficiency and consistency
- Altus provided the lowest quote for similar work required for the future Doig Rd. Tier 2 solid waste transfer station when 3 quotes were solicited
- A cost savings of \$2,723 has been identified

ALTERNATIVE OPTION:

That the Solid Waste Committee recommend to the Regional Board that staff solicit quotes from other local surveying firms for performing the legal and topographic surveying work for the proposed Lebell, Hasler Flats, Lone Prairie, Groundbirch, and Progress/Feller Heights Tier 2 solid waste transfer stations.

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):

Expected to provide a savings of \$2,723.

COMMUNICATIONS CONSIDERATION(S):

None foreseen.

OTHER CONSIDERATION(S):

Soliciting quotes from other consultants for the legal and topographic surveying of the proposed Lebell, Hasler Flats, Lone Prairie, Groundbirch, and Progress/Feller Heights Tier 2 solid waste transfer stations is not expected to result in a total cost that will be less than the bundled price offered by Altus Geomatics Land Surveying BC Ltd.

Attachments:



Peace River Regional District REPORT

R-2

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

Date: November 24, 2017

Subject: Negotiated Increase to Contract #07-2015 - North Peace Regional Landfill Operations

RECOMMENDATION(S):

- a) That the Solid Waste Committee recommend that the Regional Board approve an increase of \$44,000 to the annual contractor budget for North Peace Regional Landfill in Contract No. 07-2015 (Operation of Peace River Regional District Landfills) until December 31, 2019 to account for an increase in scope of work attributed to the operation and maintenance of the new transfer station and associated infrastructure.

AND

- b) That the Chief Administrative Officer be authorized to sign the amended contract on behalf of the Regional District

BACKGROUND/RATIONALE:

At the November 9, 2017 closed meeting of the Regional Board, the Regional Board directed Peace River Regional District (PRRD) staff to negotiate with GFL Environmental (GFL), the contractor operating the North Peace Regional Landfill (NPRL), regarding the additional cost to the operating budget to address the increase in maintenance necessary for the operation of NPRL¹. The increased maintenance is a result of the construction of improvements to the NPRL infrastructure. These improvements included the construction and installation of the following:

- Inbound and outbound scales;
- Scale house;
- Share Shed;
- Receiving area and containers for public to dispose solid waste;
- Bays for stewardship items (white goods, tires, batteries, etc.);
- Stormwater basins;
- Leachate impoundment;
- Access roads;
- Stormwater conveyance ditching; and
- Compacted and gravelled working surface

An earlier budgetary cost estimate provided by GFL, vetted through the Solid Waste Committee, and presented at the November 9, 2017 Regional District board meeting had assumed that additional personnel would be required for operating and maintaining the new transfer station. After discussion with GFL it was decided that the person presently performing the "spotting" duties at the landfill active face could be relocated to the new transfer station so that additional personnel would not be

¹The landfill operations contractor SSG Environmental was purchased by GFL Environmental in 2017.

necessary². This has significantly reduced the anticipated cost for operation and maintenance of the new transfer station to \$44,000 as indicated in the table below:

Additional Annual Operating Expenses for NPRL New Transfer Station and Infrastructure		
Expense Item	Annual Cost	Comments
Transfer Station Maintenance	\$12,000	Cost of kiosk for attendant during inclement weather, purchase of small tools, increased management of containers by operations personnel to ensure that containers are emptied promptly when full
Road/Working Area Maintenance	\$11,000	Grading of newly graveled working area and roads to address settlement and areas disturbed by traffic; PRRD to supply gravel
Snow Plowing/Removal	\$14,000	Requires acquisition of dedicated snow plow to address snow accumulation on newly graveled working area and roads; front-end loader cannot be used; 6 hours of operator and equipment time to address additional area for each snow removal event
Share Shed Management; Minor Repairs/Maintenance	\$7,000	Organization and housekeeping of share shed with removal of inappropriate items; minor repairs performed by GFL as necessary to the public drop-off area/transfer station
Total =	\$44,000	

GFL operates the NPRL site in accordance with Contract No. 07-2015, "Operation of Peace River Regional District Landfills". The contract price for operating the NPRL site from August 1, 2017 through July 31, 2018 is \$1,660,000 and so the increase proposed by GFL to the annual budget amounts to a 2.65% increase. The shift in the duties of the attendant at the landfill active face to the new transfer station will be evaluated on a trial period. If the absence of a "spotter" at the landfill active face is found to have a detrimental impact on landfill disposal operations, the requirement for additional personnel at the NPRL will be re-evaluated by PRRD staff. This trial period will run for the first 6 months of 2018 in order to capture the busy times such as spring cleanup season.

ALTERNATIVE OPTIONS:

That the Regional Board provide alternative direction for PRRD staff to address the increase in scope of work at the NPRL site attributed to the operation of the new transfer station.

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.

²The construction of the transfer station will effectively eliminate public access at the landfill "active face" since there will be container bins for the public to dispose their solid waste. As such, the requirement for a "spotter" is not as crucial as before since only commercial trucks will be travelling to the landfill active face.

- ☐ 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):

Expected to increase the solid waste financial budget and increase the annual operating expense for NPRL by approximately 2.65%.

COMMUNICATIONS CONSIDERATION(S):

None foreseen.

OTHER CONSIDERATION(S):

- Staff has determined that the increase in annual scope of work at NPRL is deemed as a necessary expense. That said, staff will continue to monitor the use and upkeep of the new infrastructure as part of its inspection schedule, reporting back to the SWC on results. Items to track will remain largely the same (cleanliness of the recycle drop-off/share shed area, organization of the bunkers containing larger materials, waste segregation in the bins at the new tipping rail, etc.)
- The site is inspected once during each calendar month, as with the other landfills. Should the Solid Waste Committee require more frequent inspections of the site, it should be noted that staff doesn't currently have the capacity to accommodate significantly increased monitoring without bringing on additional seasonal staff who would be trained to perform landfill inspections for the trial period, which will represent an increase to the Solid Waste budget.



Peace River Regional District REPORT

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

Date: November 29, 2017

Subject: Direct Award of North Peace Regional Landfill Erosion Abatement Investigation

RECOMMENDATION:

That the Solid Waste Committee recommend that the Regional Board waive the purchasing policy and authorize staff to award the 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.

BACKGROUND/RATIONALE:

On October 25, 2017, a senior engineer from Sperling Hansen Associates (SHA) was at the North Peace Regional Landfill (NPRL) site to view the progress of the construction of the improvements to the infrastructure. While on site, SHA also traversed the west and south escarpments to check on how the erosion of the escarpments has changed over the last 7 years¹. SHA noticed that a large slump had developed on the south escarpment (see Attachment 1) that was more pronounced than when last inspected in 2010 and brought this concern to the attention of Peace River Regional District (PRRD) staff. SHA had concerns that this failure zone would continue to retrogress into the slope eventually undercutting the fence as well as the new access road and stormwater diversion ditch constructed this year. SHA followed-up their visual inspection with a letter report dated November 1, 2017 that is provided as Attachment 1. As stated in the report, the root cause of the escarpment instability is believed to be attributed to the infiltration of surface water into the ground. The presence of a shallow sand lenses beneath the surface allows for the lateral transport of water towards the escarpment due to the path of least resistance offered by the highly permeable sand.

Recognizing the need to address this problem, PRRD staff requested SHA provide a proposal to develop a mitigation plan for the implementation of preventative measures to remediate the cause, and minimize the degree of surface water infiltration near the escarpment. The preparation of an Erosion Abatement Plan will involve a geotechnical field investigation and subsequent engineering design comprising of:

- Drilling 3 boreholes of 10 to 15 m depth;
- Geotechnical sampling and analyses;
- Laboratory analyses of soil;
- Stability modeling;
- Stormwater discharge analysis;
- Stormwater diversion design; and
- Budgetary cost estimate to implement preventative measures.

¹The last time the stability of the escarpment was visually inspected by SHA was in 2010 during the preparation of the Design, Operations, and Closure Plan (DOCP).

Staff Signature: *Phillip Kovacs* Dept. Head: *PA Lidelberg* CAO:

The total cost for performing this work is expected to be no higher than **\$40,595** (includes 15% contingency).

It is the opinion of the Environmental Services staff that directly awarding the field investigation and preparation of an Erosion Abatement Plan to SHA would be a benefit to the Regional District. The reasons being for this are:

- SHA developed the DOCP for NPRL;
- SHA designed the recent improvements to the NPRL infrastructure and provided oversight during construction;
- SHA has considerable familiarity with the geology, hydrogeology, and hydrology for the NPRL site; and
- SHA will utilize local consultants and contractors for performing the geotechnical field investigation.

ALTERNATIVE OPTION:

That the Solid Waste Committee recommend to the Regional Board that staff solicit quotes from other consultants for performing a field investigation and preparation of an Erosion Abatement Plan for the North Peace Regional Landfill.

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):

Work conducted in 2018 will be included in the 2018 Solid Waste budget.

COMMUNICATIONS CONSIDERATION(S):

None foreseen.

OTHER CONSIDERATION(S):

None foreseen.

Attachments:

Attachment 1 – November 1, 2017 letter from Sperling Hansen Associates to PRRD



SPERLING HANSEN ASSOCIATES

- Landfill Engineering
- Solid Waste Planning
- Environmental Monitoring
- Landfill Fire Risk Control

November 1st, 2017

PRJ15028

Paulo Eichelberger
General Manager of Environmental Services
Peace River Regional District
PO BOX 810, 1981 Alaska Avenue
Dawson Creek, BC, V1G 4H8

Re: North Peace Regional Landfill Slope Instability

Dear Paulo,

On Wednesday, October 25th Scott Garthwaite and I had a very constructive site meeting and tour at the North Peace Regional Landfill with Phillip and Loryn. During the site tour we inspected the escarpment and I noted a number of things that are of significant concern that I brought to Phil's attention and I want you to be aware as well.

Foremost, as pictured in Photo 1, a large slump has developed on the south escarpment with a continuous slide scarp from toe to crest that is about 30 m wide and much more pronounced than it was last time I looked at the stability of the escarpment in detail in 2010. I am very concerned that if not addressed, this failure zone will continue to retrogress into the slope, eventually undercutting the fence, and subsequently the new access road and diversion ditch that was developed.



Photo 1. Large Regressive Land Slide on South Escarpment

I explained to Phil that conventional stabilization measures including loading the toe and unloading the crest are not feasible in this situation as the bottom of the slide is a long way down slope and cutting back the crest would impact on needed surface area for landfill infrastructure. The only other thing that can be done, and in my opinion needs to be done, is aggressive control of surface and ground water.

Proudly



Supporting:

Sperling Hansen Associates Inc. · #8 – 1225 East Keith Road
North Vancouver · British Columbia · V7J 1J3
Phone (604) 986 7723 · Fax (604) 986 7734

www.sperlinghansen.com



Second, a number of drainage ditches and culverts have been developed on the west side of the landfill that are shedding run-off water onto the west escarpment (see Photo 2). The additional run-off from the southern most of those ditches in particular has activated significant mass wasting within one of the gullies that was previously stable (see Photo 3).



Photo 2. Drainage Diversion Ditch Shedding Run-off onto West Escarpment



Photo 3. Large Erosion Gully Developing in Coulee



Third, filling operations have advanced beyond SHA's recommended 100 m setback on the south side of the landfill, and the access road and drainage layout has not followed the concept presented in Figure 10-4 of our most recent DOCP. This has resulted in the current inability to shed all water to the south, and then eastward across the site. It is vitally important that the perimeter berm, ditching and road infrastructure be established to divert the run-off from the west escarpment.

Without immediate action, I am very concerned that continued erosion will accelerate additional slumping which will continue to open up a second unstable area on the west side of the landfill. This could require the current west toe of the landfill to be moved back from a setback of 50 m to a setback of 100 m from the escarpment edge, which would result in a large loss in landfill capacity. Therefore, stabilization of these gullies is considered a very high priority.

To ensure that the landfill is being properly developed and that surface water is being properly managed, Phil suggested that SHA commence work on the DOCP update ASAP, that we address the immediate drainage issues and that we develop a strategy for monitoring and stabilizing of the slopes.

At the time Phil indicated he would need to run the plan past you for approval before giving us the final go ahead. I understand that staff need to follow PRRD purchasing policy and issue an RFP to undertake the DOCP update.

However, taking into account the urgency of the stabilization measures, I would like to ask that in the best interests of the PRRD, you consider retaining SHA and our geotechnical partners Northern Geo to commence work immediately with your team on a storm water management and slope stabilization strategy that can be implemented on a priority basis. I believe it is critical to have all of the works in place before freshet, as a second year of uncontrolled storm water releases could really exacerbate the instabilities that have already developed.

If greenlighted, I will make the preparation of a work plan to address the instability issues my top priority so that diversion works can be initiated in advance of breakup this spring.

Yours truly,

SPERLING HANSEN ASSOCIATES

Dr. Tony Sperling, P.Eng.
President



November 1st, 2017



ITEM FOR INFORMATION

To: Solid Waste Committee

Date: November 27, 2017

From: Loryn Day, Solid Waste Coordinator

Subject: **Waste Composition Study – 3rd Sampling Event Results**

RECOMMENDATION(S):

To be received as information

BACKGROUND/RATIONALE:

Further to the previous Waste Composition Reports presented at the August 2017 and October 2017 Solid Waste Committee Meetings and the direction provided by the following Regional Board resolutions:

R-3
October 18, 2016 – Director
Dan Rose, Chair, Solid
Waste Committee –
Recommendations from the
October 6, 2016 Solid Waste
Committee Meeting

WASTE COMPOSITION STUDY (Recommendation No. 1)

RD/16/10/17 (27)

MOVED Director Rose, SECONDED Director Bumstead,

That staff be authorized to issue a Waste Composition Study Request for Proposal, to be conducted at Regional District landfills, to establish a baseline understanding of the solid waste stream composition, identify major avenues for waste diversion and reduction, set a benchmark for comparison with future audits, provide insight into the portion of the overall community waste stream not deposited at landfills and measure success of the various stewardship programs.

CARRIED.

AND

R-5
January 13, 2017 – Paulo
Eichelberger, General
Manager of Environmental
Services –
Recommendations from the
Solid Waste Committee
Meeting of January 5, 2017

WASTE COMPOSITION STUDY – CONTRACT AWARD (Recommendation No. 4)

RD/17/01/20 (26)

MOVED Director Fraser, SECONDED Director Ackerman,

- a) That the Waste Composition Study contract be awarded to Tetra Tech EBA Inc., in the amount of \$121,712.32, excluding taxes; and
- b) That the Chair and Chief Administrative Officer be authorized to sign the contract on behalf of the Regional District.

CARRIED.

The purpose of this report is to provide a summary of the results and observed data trends for the third sampling event conducted as part of the year-long Waste Composition Audit in progress. The third sampling event performed by Tetra Tech Canada Inc. (Tetra Tech) occurred from October 11 to October 20, 2017 and focused on the composition of waste received at the three landfills within the Peace River Regional District (PRRD). As with the previous two sampling events, the third sampling event also audited waste loads that were selected at random from the following sources:

- Residential Curbside pick-up
- Attended and unattended transfer stations (along with fall clean-up)
- Direct residential drop-off
- ICI (Industrial, Commercial, and Institutional) sources
- ICI generated from work camps
- CDL (construction, demolition, and land clearing) activities

The average composition of residential-related solid waste that was audited during the three sampling events are summarized below in Table 1:

Table 1 - Composition of Residential Solid Waste (% by Weight) PRRD Waste Composition Audit - 1st to 3rd Sampling Event Comparison									
Solid Waste Category	Residential (Curbside Collection)			Residential (Direct Drop-Off At Landfill)			Residential (Transfer Stations) ²		
	1st	2nd	3rd	1st	2nd	3rd	1st ¹	2nd ¹	3rd ^{1,4}
Paper	17.0%	17.6%	13.0%	5.8%	15.8%	10.6%	10.7%	23.2%	14.1%
Plastic	10.5%	12.8%	10.6%	14.5%	6.4%	15.6%	8.7%	24.9%	30.2%
Compostable Organics	43.5%	33.0%	46.0%	14.7%	6.3%	29.9%	39.9%	25.6%	31.8%
Non-compostable Organics	0.4%	2.0%	2.2%	3.9%	6.4%	5.2%	0.9%	11.6%	22.5%
Textiles	5.6%	6.9%	8.7%	5.7%	1.3%	11.7%	15.7%	15.6%	8.6%
Metals	2.1%	3.5%	2.7%	5.2%	4.9%	2.3%	3.0%	13.4%	42.0%
Glass	3.5%	3.9%	1.6%	2.7%	1.5%	2.7%	1.5%	19.8%	4.2%
Building Material	0.2%	3.2%	1.5%	16.8%	17.1%	7.2%	0.4%	12.6%	17.2%
Electronic Waste	1.1%	2.7%	1.4%	1.8%	0.5%	2.8%	1.9%	12.0%	8.0%
Household Hazardous	1.2%	1.2%	1.0%	0.4%	0.7%	0.7%	0.2%	13.9%	4.6%
Household Hygiene	12.8%	12.4%	10.5%	3.9%	1.1%	2.6%	11.6%	35.0%	3.1%
Bulky Objects	0.0%	0.0%	0.0%	10.2%	24.1%	4.1%	2.9%	0.7%	10.8%
Agricultural Waste	0.9%	0.0%	0.0%	0.0%	0.6%	0.0%	0.0%	0.5%	0.0%
Fines and Garbage Bags ³	1.0%	0.8%	0.8%	14.5%	13.3%	4.7%	2.5%	1.0%	2.7%

¹No loads were audited from attended transfer stations during first sampling event

²Solid waste generated from both attended and unattended transfer stations

³Fines and Garbage Bags were categorized together in the second sampling event.

⁴For unattended transfer stations, the third audit focused on Fall Clean Up Bins

The results from the third sampling event indicate that waste originating from a municipal curbside collection program consists primarily of compostable organics, paper, plastic, and household hygiene related waste, which are similar findings to the first and second sampling events. Waste originating from transfer stations consist primarily of compostable organics, plastic and paper. The amount of household hygiene-related waste significantly decreased compared to the second sampling event. Audits of unattended transfer stations during the third sampling event focused on sampling bins received during the 2 week clean-up campaign conducted in the fall (fall clean-up bins).

Composition of waste originating from residential direct drop-off at landfills varied between the three sampling events. During the first sampling event, waste from this source consisted primarily of building material, compostable organics, plastics, household garbage, and bulky objects. Whereas, this same waste stream during the second sampling event consisted primarily of bulky objects, building materials, and paper. Waste from this source during the third sampling event consisted primarily of compostable organics, plastic, textiles, and paper. It was noted during the third sampling event that waste brought to the landfills directly by residents varied between the three landfills. For example, at the North Peace

Regional Landfill (NPRL) this waste consisted primarily of large items while at Bessborough (BB) and Chetwynd (CH) Landfills this waste stream included more bagged household waste.

During the second sampling event, Tetra Tech was able to visually audit four loads originating from attended transfer stations (Tumbler Ridge, Hudson's Hope, Moberly Lake, and Dawson Creek) and five loads originating from fall clean-up bins. The results indicate that the composition of residential solid waste originating from these two sources are quite different, as illustrated in Table 2. For attended transfer stations, the waste consisted primarily of compostable organics, household hygiene-related waste, plastics, and paper, similar to that originating from a residential curbside collection program.

Waste originating from fall clean-up bins varied greatly in composition but consisted primarily of metals, non-compostable organics, plastics, and building materials. This waste was predominantly composed of bulky metal items/appliances such as washing machines, stoves, and barbecues while the non-compostable organic materials were predominantly comprised of painted/treated wood. Plastics encountered in the fall clean-up bins were comprised of large toys, garbage bins, and PVC pipe. Tetra Tech noted that the fall clean-up garbage exhibited a high degree of variation and as such, this waste source can be difficult to manage at a landfill due to the hazardous waste found. Additionally it was noted that a significant portion of waste found in the fall clean-ups bins had potential for reuse and recycling.

Table 2 - Composition of Residential Solid Waste (% by Weight) PRRD Waste Composition Audit - 1st to 3rd Sampling Event Comparison									
Solid Waste Category	Residential (Transfer Stations - Attended)			Residential (Transfer Stations - Unattended)			Residential (Transfer Stations) ²		
	1st	2nd	3rd	1st ¹	2nd	3rd ⁴	1st	2nd	3rd
Paper		16.2%	12.1%	10.7%	7.0%	2.0%	10.7%	23.2%	14.1%
Plastic		17.1%	16.9%	8.7%	7.8%	13.3%	8.7%	24.9%	30.2%
Compostable Organics		21.5%	30.8%	39.9%	4.1%	1.0%	39.9%	25.6%	31.8%
Non-compostable Organics		1.1%	5.6%	0.9%	10.5%	16.9%	0.9%	11.6%	22.5%
Textiles		8.7%	5.5%	15.7%	6.9%	3.1%	15.7%	15.6%	8.6%
Metals		4.3%	5.2%	3.0%	9.1%	36.8%	3.0%	13.4%	42.0%
Glass		2.7%	3.2%	1.5%	17.1%	1.0%	1.5%	19.8%	4.2%
Building Material		0.1%	7.3%	0.4%	12.5%	9.9%	0.4%	12.6%	17.2%
Electronic Waste		4.7%	2.9%	1.9%	7.3%	5.1%	1.9%	12.0%	8.0%
Household Hazardous		3.9%	3.5%	0.2%	10.0%	1.1%	0.2%	13.9%	4.6%
Household Hygiene		18.8%	3.1%	11.6%	16.2%	0.0%	11.6%	35.0%	3.1%
Bulky Objects		0.0%	2.2%	2.9%	0.7%	8.6%	2.9%	0.7%	10.8%
Agricultural Waste		0.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.5%	0.0%
Fines and Garbage Bags ³		0.2%	1.7%	2.5%	0.8%	1.0%	2.5%	1.0%	2.7%

¹No loads were audited from attended transfer stations during first sampling event

²Solid waste generated from both attended and unattended transfer stations

³Fines and Garbage Bags were categorized together in the second sampling event.

⁴Fall Audit focused on Fall Clean Up Bins at unmanned transfer stations

The average composition of the waste originating from all ICI and CDL sources that were audited in the three sampling events are summarized in Table 3.

As with the first two sampling events, results of the third sampling event indicated that the waste originating from ICI General and CDL sources was primarily compostable organics, building material, paper, and non-compostable organics. Tetra Tech observed that that fall and spring sampling events were similar in that a higher portion of ICI General Loads that arrived at the landfills appeared to come from commercial businesses (restaurants, stores, etc.) while in the first sampling event the ICI General waste appeared to originate from manufacturing sources and potential agricultural properties.

The composition of waste originating from CDL sources varied between the three sampling events. During the third sampling event, waste was primarily composed of compostable organics, building material, non-compostable organics (treated wood), and plastics. Tetra Tech noted that waste from this source was comprised predominantly of clean lumber, asphalt products, masonry and rubble, painted/treated wood, plastic fencing, and PVC piping.

The results indicated that the ICI Work Camp waste has stayed fairly consistent between the three samples, where waste from these sources consist primarily of compostable organics, paper, and plastics. As with the second sampling event, in the third sampling event it was observed that waste originating from the ICI Work Camps did not have high portions of textiles and deposit-based beverage containers. This was not the case in the first sampling event.

Table 3 - Composition of Industrial, Commercial, and Institutional Solid Waste (% by Weight) PRRD Waste Composition Audit - 1st to 3rd Sampling Event Comparison									
Solid Waste Category	ICI (General)			ICI (Work Camps)			CDL		
	1st	2nd	3rd	1st	2nd	3rd	1st	2nd	3rd
Paper	22.6%	15.7%	14.5%	14.8%	21.6%	14.8%	5.8%	2.0%	9.7%
Plastic	12.9%	12.6%	14.3%	14.5%	10.4%	7.3%	8.4%	2.8%	11.1%
Compostable Organics	32.1%	17.2%	27.0%	43.4%	41.7%	68.1%	15.9%	9.6%	33.2%
Non-compostable Organics	3.2%	7.9%	13.1%	2.5%	0.5%	1.2%	22.1%	7.3%	13.4%
Textiles	5.6%	6.4%	8.7%	13.2%	2.1%	3.0%	2.3%	0.8%	1.9%
Metals	2.7%	3.2%	3.3%	5.2%	1.0%	1.7%	2.5%	6.9%	2.0%
Glass	1.1%	0.2%	0.7%	0.6%	0.0%	1.3%	0.0%	2.2%	0.4%
Building Material	5.3%	15.7%	1.9%	0.6%	10.3%	0.0%	33.6%	57.0%	24.4%
Electronic Waste	0.6%	4.4%	1.8%	0.6%	0.2%	1.2%	0.2%	1.0%	0.1%
Household Hazardous	0.6%	1.1%	1.2%	1.0%	0.0%	0.0%	0.1%	0.2%	0.9%
Household Hygiene	11.1%	1.2%	2.8%	0.6%	0.0%	0.1%	0.0%	0.0%	0.0%
Bulky Objects	0.3%	5.6%	8.5%	0.0%	4.1%	0.0%	0.3%	5.9%	0.7%
Agricultural Waste	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.9%
Fines and Garbage Bags ¹	2.1%	8.4%	2.2%	3.0%	8.1%	0.1%	9.2%	4.2%	1.3%

¹Fines and Garbage Bags were categorized together in the second sampling event.

A trend evident in all three sampling events is that compostable waste is a primary component in all sectors audited, followed by paper, plastic, and building materials. At the end of all sampling events Tetra Tech will prepare a report that will average the results from all waste sectors together to determine the overall amount of each type of material from all sectors.

The fourth sampling event for the waste composition audit will be performed at the landfills during January/February 2018.

OPTIONS:

N/A

STRATEGIC PLAN RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

N/A

COMMUNICATIONS CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

The results and trends indicated in this report are preliminary until the full study is completed. There is one subsequent sampling events forthcoming, and waste composition is expected vary.

Attachments:



Peace River Regional District REPORT

R-5

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

Date: November 28, 2017

Subject: Negotiation for Increase to Recycling Services Contract #01-2016

RECOMMENDATION:

That the Solid Waste Committee recommend that the Regional Board direct staff to negotiate with R3 Recycle-It Resource Recovery regarding the additional cost to the recycling program budget for the resumption of the operation of the Pouce Coupe Elementary School recycling depot.

BACKGROUND/RATIONALE:

R3 Recycle-It Resource Recovery (R3), the designated recycling contractor for the Regional District, was awarded a 5-year contract (Recycling Services Contract #01-2016 [Contract]) for providing recycling depot collection and processing services throughout the Regional District¹. In a letter dated October 1, 2017 (Attachment 1), R3 provided advance notification to the Peace River Regional District (PRRD) of operational changes to the recycling program that included the termination of operation and collection services for the Pouce Coupe Elementary School recycling depot. The reason for termination of this service was that the Village of Pouce Coupe had implemented a curbside recycling program². The PRRD provided a response to the letter from R3 that is provided as Attachment 2.

On November 15, 2017, the PRRD received a letter from the Village of Pouce Coupe expressing the municipality's earnest desire to have the operation and collection services at the Pouce Coupe Elementary School recycling depot resumed. A copy of the letter from the Village of Pouce Coupe is provided as Attachment 3.

ALTERNATIVE OPTION:

That the Regional Board provide alternative direction for PRRD staff to address the request from the Village of Pouce Coupe for resumption of the operation of the Pouce Coupe Elementary School recycling depot.

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.

¹The start date for R3 to provide the recycling pick-up and processing services was April 1, 2017.

²As per Section 1.3 of Schedule A of the Contract, the Recycling Contractor has the right to decommission any unmanned recycling drop-off depots in a municipality within 30 days of the implementation of a curbside recycling program by the municipality.

FINANCIAL CONSIDERATION(S):

Operation of the Pouce Coupe Elementary School recycling depot is expected to have a minor increase to the solid waste financial budget and annual operating expense for the Regional District recycling program.

COMMUNICATIONS CONSIDERATION(S):

If the operation of the Pouce Coupe Elementary School recycling depot is resumed, the resumption of recycling depot operations will need to be communicated to the residents of the Village of Pouce Coupe and surrounding area.

OTHER CONSIDERATION(S):

Residents outside of the Village of Pouce Coupe do not have access to the municipality's curbside recycling program. The operation of the Pouce Coupe Elementary School recycling depot is expected to increase the level of convenience and access for residents of the Village of Pouce Coupe and surrounding area for managing their recyclable materials and therefore further increase the diversion of these materials from the landfill.

Attachments:

Attachment 1 – Letter from Lindsay Heal (R3) to PRRD dated October 1, 2017

Attachment 2 – Letter from PRRD to Lindsay Heal (R3) dated October 25, 2017

Attachment 3 – Letter from Village of Pouce Coupe to PRRD received on November 15, 2017



10095 – 85 Avenue
P.O. Box 6866
Fort St. John, BC V1J 4J3
Phone: (250) 785-1114
Fax: (250) 785-0518
www.justrecycleit.ca

October 1, 2017

Peace River Regional District
P.O. Box 810, 1981 – Alaska Avenue
Dawson Creek, BC V1G 4H8

Attn: Paulo Eichelberger

RE: Operational Changes to Regional Recycling Program

Good afternoon,

Due to the lack of recyclable material being processed at Recycle-It's Fort St John processing facility, Recycle-It will be making some operational changes starting October 7, 2017.

These operational changes include:

- **Discontinue accepting the following items for recycling at the Recycle-It Fort St John depot:**
 - o Large appliances
 - o Small appliances
 - o Electronics
 - o Batteries
 - o Paint
 - o Light Bulbs
 - o Scrap metal
 - o Clothing
 - o Propane Bottles
 - o Tires
 - o Building Materials
 - o Smoke Alarms & Thermostats
- **Closure of the Recycle-It Share Shed**
- **Hours of Operation Change**
 - o Recycle-It's office and processing warehouse will be open from 8:00 am – 4:30 pm Monday to Friday; closed Saturday, Sunday and all statutory holidays
 - o Recycling Station will be available 24 hours a day in Recycle-It's parking lot for the drop-off of items listed under Schedule C (paper, cardboard, plastic, glass, tin, aluminum, Styrofoam)

- **Discontinue School/Community Tours of Processing Warehouse**
 - o Recycle-It staff will no longer offer tours for schools and community groups

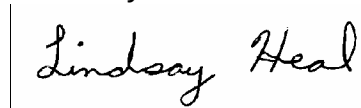
In addition to these operation changes, effective October 31, 2017 the following Depot Sites will be closed:

- **Pouce Coupe – PC Elementary School**
 - o As per Section 1.3 of Schedule A, “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”.
- **Moberly Lake Transfer Station**
 - o Moberly Lake Transfer Station is not listed on Schedule B as an approved Service Area

These operational changes will allow Recycle-It Resource Recovery to remain viable and fulfill the terms of its 5-year contract with the Peace River Regional District.

If you have any questions or require further information about these operational changes, please feel free to give me a call at the office at (250) 785-1114.

Sincerely,



Lindsay Heal
President
Recycle-It Resource Recovery



PEACE RIVER REGIONAL DISTRICT

October 25, 2017

Email: lindsay@recycleitresource.com

Lindsay Heal, President
Recycle-It Resource Recovery (R3)
10095 - 85 Avenue, P.O. Box 6866
Fort St John, BC
V1J 4J3

Dear Ms. Heal:

Re: Acknowledgement of Operational Changes with Recycle-It Resource Recovery (R3)

Thank you for your letter, dated October 1st, 2017, detailing steps R3 is taking to change its operations. The PRRD acknowledges that R3 will no longer be servicing:

- The unmanned depot site at Pouce Coupe Elementary school, in keeping with Section 1.3 of Contract #01-2016. Our understanding is that your infrastructure will be decommissioned as of Oct. 31, 2017.
- The Moberly Lake Transfer Station operated by the PRRD. Our understanding is that your infrastructure will be removed from this site as well. The PRRD is currently making alternative collection arrangements for the recyclables at this site.

The Regional District further acknowledges that the aforementioned and additional operational changes stipulated in your letter do not contravene the conditions of Contract #01-2016.

All other conditions of the contract remain in place. If you have any additional questions or require clarification please feel free to contact the undersigned at (250) 784-3200.

Sincerely,

Paulo Eichelberger
General Manager of Environmental Services

diverse. vast. abundant.

PLEASE REPLY TO:



Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca



CORPORATION OF THE VILLAGE OF POUCE COUPE

PO Box 190, Pouce Coupe, B.C. V0C 2C0
Telephone: (250) 786-5794 Fax: (250) 786-5257
www.poucecoupe.ca

Phillip Kovacs
Peace River Regional District
1981 Alaska Avenue, Box 180
Dawson Creek BC
V1G 4H8

Dear Mr. Kovacs,

At the November 1st 2017 regular meeting of Council I was directed to write a letter to your attention asking that the PRRD retain the recycling bins located at the Pouce Coupe Elementary School, located at 5010 52 Ave, Pouce Coupe, BC.

These bins are regularly used by Village residents as well as residents of the outlying areas of Pouce Coupe (PRRD Area D) for recycling purposes.

The Village feels that these bins provide an environmental benefit to the region by reducing waste that entering the landfills and that their removal will increase the amount of recyclable material entering the landfill as Area D residents using the service may not travel the extra distance into Dawson Creek to deliver recyclables to the depot. Additionally the bins provide an extra location for recyclables for Village residents who may have missed the Villages recycling day, or who may have more recycling than their bins capacity from time to time.

We ask that you consider taking steps to return the bins to the Elementary School location.

Thank you for your consideration of this matter.

Warm Regards,

Chris Leggett, CAO



Peace River Regional District REPORT

To: Solid Waste Committee

Date: November 23, 2017

From: Phil Kovacs, Solid Waste Manager

Subject: Amendment to Solid Waste Disposal Fee Waiver Policy for Volunteer Organizations

RECOMMENDATION:

That the Solid Waste Committee recommend that the Regional Board adopt amended Policy No. 0340-60-13 (Solid Waste Disposal Fee Waiver) as presented for the waiving of solid waste disposal fees for volunteer organizations and non-profit groups involved in either the cleanup of illegal dump sites as well as municipalities coordinating community cleanup events.

BACKGROUND/RATIONALE:

As per the Board Recommendation:

R-2
October 19, 2017 –
Paulo Eichelberger,
General Manager of
Environmental Services
– Recommendations
from the October 5,
2017 Solid Waste
Committee Meeting

RD/17/10/16 (26)
MOVED Director Fraser, SECONDED Director Bumstead,
That staff be directed to prepare a report for consideration by the Solid Waste Committee that proposes an amendment to the Waiving of Tipping Fees Policy to extend the waiver of tipping fees to clean up efforts coordinated by municipalities and done by volunteer groups and non-profit organizations.

CARRIED

The Environmental Services Department has provided for review by the Solid Waste Committee, a draft copy of the amendment to Policy No. 0340-60-13 (Policy) which pertains to the waiving of solid waste disposal fees for volunteer organizations and non-profit groups involved in the cleanup of rural illegal dumping sites. The Policy was amended to include solid waste generated from municipally coordinated community cleanup activities performed by volunteer organizations and non-profit groups.

ALTERNATIVE OPTION:

That the Solid Waste Committee recommend that the Regional Board adopt amended Policy No. 0340-60-13 with additional changes or modifications to allow the waiving of solid waste disposal fees for volunteer organizations and non-profit groups involved in either the cleanup of illegal dump sites or municipal coordinated cleanup events.

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.

Staff:

Phillip Kovacs

Dept. Head:

PA Eichelberger

CAO:

- ☐ 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):

Waiving of solid waste disposal fees will result in a loss of revenue to the Regional District. Staff has made provisions to track this lost revenue.

COMMUNICATIONS CONSIDERATION(S)

Disposal Fee Waiver Request Form will need to be posted on the PRRD website for public access

OTHER CONSIDERATION(S):

None

Attachments: 'A' - Solid Waste Disposal Fee Waiver Policy – as amended
'B' – Disposal Fee Waiver Request Form

Peace River Regional District Statement of POLICY and PROCEDURE			
Department:	Environmental Services	Policy No.	0340-60-13
Section:	Solid Waste	Issued:	October 26, 2017
Subject:	Solid Waste Disposal Fee Waiver	Effective:	October 26, 2017
Board Resolution # and Date:	RD/17/10/14 (26) on October 26, 2017	Page:	1 of 5
		Replaces	
Issued by:	Phil Kovacs, Solid Waste Manager	Dated:	
Approved by:	Chris Cvik, Chief Administration Officer		

1. POLICY

- 1.1. That the Peace River Regional District (PRRD) waive, for volunteer groups and non-profit organizations, all fees for the disposal of solid waste generated either by cleanup activities of rural illegal dump sites or for cleanup efforts coordinated by municipalities that are performed by volunteer groups and non-profit organizations.

2. PURPOSE

- 2.1. This Policy considers the management of waste material generated either from the cleanup of illegal dumping sites or through cleanup activities coordinated by municipalities with respect to land ownership, operating agreements, cost sharing, diversion opportunities and regional waste statistics.
- 2.2. The purpose of this Statement of Policy and Procedure is to make public the position of the PRRD Board that volunteer groups undertaking community clean up should not be financially penalized for doing so. The policy provides encouragement and support to any group that demonstrates community spirit and pride by cleaning up after others to preserve the beauty of the region. The policy will establish the conditions that must be met to allow consideration of a fee waiver of disposal fees at PRRD landfills and transfer stations, and will be accompanied by a streamlined procedure for processing of all fee waiver requests for disposal of waste collected :
 - 2.2.1. By volunteers/non-profits on public lands and illegal dumping sites.
 - 2.2.2. As the result of a community clean-up campaign coordinated by a municipality.

Subject: Solid Waste Disposal Fee Waiver	Policy #:0340-60-13	Page:	2 of 5
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3. SCOPE

3.1. That the PRRD waive for volunteer groups and non-profit organizations, all fees for the disposal of solid waste generated either by cleanup activities coordinated by municipalities or from the cleanup of illegal dump sites on:

- Crown land;
- land managed by the PRRD;
- locations frequented by the public; and
- highway and rural roadsides

This policy does not apply to solid waste generated from the cleanup of illegal dump sites located on privately owned land not belonging to the PRRD.

3.2. That the policy for waiving of disposal fees for solid waste generated from cleanup activities coordinated by municipalities and from the cleanup of illegal dump sites; both performed by volunteer groups and non-profit organizations be applied to all active landfills and attended transfer stations under the management of the PRRD.

4. RESPONSIBILITY

4.1. The General Manager of Environmental Services (GMES) is responsible for approving requests from volunteer/non-profit organizations or municipal representatives to the Environmental Services Department for a fee waiver for the disposal of solid waste generated either from cleanup of illegal dump sites or through cleanup activities coordinated by municipalities.

4.2. The GMES or designee is responsible for notifying the Finance Department of approved disposal fee waivers for solid waste transactions related to a specific account for which the charges are to be voided for a specific duration in advance of the waste arriving at the appropriate landfill/transfer station.

4.3. The Finance Department is responsible for notifying the appropriate solid waste site contact of approved disposal fee waivers for solid waste transactions related to a specific account for which the charges are to be voided for a specific duration in advance of the waste arriving at the appropriate landfill/transfer station.

Subject: Solid Waste Disposal Fee Waiver	Policy #:0340-60-13	Page:	3 of 5
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- 4.4. The GMES or designee is responsible for ensuring that the Requestor provides the necessary accounting information for tracking the solid waste transactions.

5. DEFINITIONS

- 5.1. SOLID WASTE: Is waste that is accepted at the PRRD Landfills/Transfer Stations as per the Regional District's current Solid Waste Regulation Bylaw (www.prrd.bc.ca).
- 5.2. CLEANUP WASTE ACCOUNT: A permanent account with identification number assigned by the PRRD Finance Department to the Requestor. The Cleanup Waste Account number is referenced by the Requestor at a landfill or transfer station for the purpose of having fees waived for the disposal of solid waste generated either by the cleanup of illegal dump sites or from cleanup activities coordinated by municipalities as stipulated in Section 1 of this policy. The Cleanup Waste Account number will be unique to each Requestor and have time sensitive stipulations imposed when used repeatedly by the Requestor in the future for multiple cleanup events involving either illegal dump sites or cleanup activities coordinated by municipalities.
- 5.3. DISPOSAL FEE WAIVER REQUEST FORM: A form that is completed by the Requestor that contains the required information for consideration of a solid waste disposal fee waiver request.
- 5.4. REQUESTOR: The volunteer group or non-profit organization that submits an application to have tipping fees waived for cleanup of illegal dump sites as stipulated in Section 1 of this policy. If the solid waste is generated from cleanup activities coordinated by a municipality, the Requestor will be a representative of that municipal government.

6. REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

- 6.1. N/A

7. PROCEDURE

- 7.1. The Regional District Solid Waste Department receives a request from a volunteer group/non-profit organization/municipal representative for the waiver of disposal fees of solid waste generated from:
-

Subject: Solid Waste Disposal Fee Waiver	Policy #:0340-60-13	Page:	4 of 5
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7.1.1. the future cleanup of an illegal dump site within a rural electoral area, OR

7.1.2. a planned community clean-up campaign in a municipality.

7.2. Regional District staff will provide a Disposal Fee Waiver Request Form to be filled out by the Requestor of the volunteer group/non-profit organization/municipality prior to the clean-up.

7.3. The Disposal Fee Waiver Request Form is provided as an attachment to this Statement of Policy and Procedure which will provide specific details on:

- Contact information for the Requestor;
- Landfill or transfer station that the waste material will be taken to;
- Date or duration for which the waste material is expected to be transported to the landfill or transfer station; and
- Cleanup Waste Account ID number if one has been issued to the volunteer group or non-profit organization.

If the Requestor has previously been issued a Cleanup Waste Account ID number by the PRRD, the GMES or designee will convey to the Requestor that the same account number is to be provided to the landfill scale house or transfer station attendants when the cleanup waste is transported to the facility of interest.

7.4. The GMES or designee will convey the information provided by the Requestor to the Finance Department and if not already in place, will obtain a Cleanup Waste Account ID number that will be specific for the volunteer group/non-profit organization/municipal representative to use when transporting cleanup waste to the appropriate landfill or transfer station.

7.5. The Finance Department will issue a Cleanup Waste Account ID number if one has not already been assigned to the volunteer group/non-profit organization/municipal representative. The Cleanup Waste Account is a permanent account that can be used repeatedly by the Requestor for waiving disposal fees for solid waste generated from future cleanup of illegal dump sites or municipal-coordinated cleanup campaigns. The Cleanup Waste Account ID number can only be used by the Requestor for a limited

Subject: Solid Waste Disposal Fee Waiver	Policy #:0340-60-13	Page:	5 of 5
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duration at a specific transfer station or landfill for each illegal dumping site cleanup event or municipal-coordinated cleanup campaign.

- 7.6. The GMES or designee will convey the Cleanup Waste Account ID number to the volunteer group/non-profit organization/municipal representative if an account has not previously been assigned to the Requestor. The GMES or designee will convey the terms of conditions for utilizing the Cleanup Waste Account ID number when waiving disposal fees for solid waste generated from the cleanup of illegal dump site or municipal-coordinated cleanup campaign.
- 7.7. The Finance Department will provide the following details to the landfill scale house attendants or transfer station attendants regarding forthcoming solid waste transactions for which the disposal fees are to be waived:
- Name of volunteer group or non-profit organization;
 - Cleanup Waste Account number to be used for tracking weights of cleanup waste received by the landfill or transfer station at no charge; and
 - Date or duration for which the Cleanup Waste Account number can be used by the volunteer group or non-profit organization.

These details will be recorded on a Disposal Fee Waiver Request Form that will be completed by the Requestor and provided to the GMES or designee.

PEACE RIVER REGIONAL DISTRICT DISPOSAL FEE WAIVER REQUEST FORM



Date of Request	
Person Completing this form	
Name of <u>Organization performing cleanup of illegal dump site</u> OR <u>municipality coordinating a community clean-up event</u>	
Contact Information (for organization or lead spokesperson)	Phone:
	E-mail:
Solid Waste Disposal Site (transfer station or landfill where cleanup waste will be brought to)	
Start date of illegal dump site cleanup or municipal coordinated cleanup activity	
Completion date of illegal dump site cleanup or municipal coordinated cleanup activity (provide <u>last date</u> that cleanup waste will be transported to Solid Waste Disposal Site)	
Location of illegal dump site cleanup or municipality where coordinated cleanup event will occur (provide approximate description)	
Cleanup Waste Account ID Number (provide number if account is already in place)	



REPORT

To: Solid Waste Committee

Date: 11/29/2017

From: Paulo Eichelberger; General Manager of Environmental Services

Fran Haughian; Manager of Communications

Subject: Waste Education Plan Update and Pre-Budget Approval

RECOMMENDATION(S):

That the Solid Waste Committee recommend that the Regional Board authorize pre budget approval for two seasonal Waste Reduction Education Assistants to enable staff to post the positions in January, 2018.

BACKGROUND/RATIONALE:

Further to the October 18 Board resolution to bring the Waste Outreach and Education Program in-house, this report is intended to provide detail on prelim costs as well as look at the duties of the seasonal staff described in the Waste Education and Outreach Framework previously presented.

Costs of the Overall Program

Initial Year costs will include:

- \$122,000 (estimated) to:
 - o 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)
 - o The pRRRdy.com website content management system would have to be upgraded from Drupel to WordPress to be compatible with the PRRD website. (\$5,000)
 - o Initial costs of resources, communication tools, supplies, education materials that will have to be rebranded, updated and in some cases created. (\$20,000)
 - o Outreach/Event supplies would need to be purchased and branded i.e. tents, tables, banners, kiosks, swag (\$25,000)
 - o Advertising costs (radio ads through PeaceFM [30 ads/month], MooseFM [30 ads/month], Bell Media [50-70 spots/month] and web advertising on Energetic.ca [static web banners]. Equates to \$62,000 (estimated with 20% contingency).
- \$33,000 to cover the 2 Waste Reduction education assistants described in the “Staffing” section below
- \$60,000 (estimated with 20% contingency) to cover off our initial hard costs of office supplies, office space, desks, phones, laptops, etc.

Staffing

The two seasonal Waste Reduction Education Assistants will assist the Solid Waste Department in the delivery of recycling and waste reduction education programming with the objectives 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 duties and examples include, but are not limited to:

-
- Assists in the development and implementation of education strategies to increase waste diversion in all sectors including residential, commercial, and institutional.
 - Working with the Solid Waste Coordinator and the Communications Coordinator in the development of strategies that promote awareness and participation in recycling, composting, product stewardship and related activities. This includes attending farmers' markets, fall fairs, community block party events, Parks Days events, Car shows, etc.
 - Liaises with, and responds to enquiries from, the public, elected officials, external agencies, community groups, private sector, staff, and others as required. This would include researching information on stewardship item drop-off locations and disseminating this information through the Solid Waste Department.
 - Works closely with the Solid Waste Coordinator and the Communications Coordinator on business waste audits, specific to waste reduction in the Construction & Demolition (C&D) and other sector.
 - Aiding the Solid Waste Dept. in partnerships with product stewardship organizations to coordinate and attend round-up events, such as collection of household hazardous waste.

This is a seasonal position from the beginning of May through the end of August. The cost of hiring two assistants will be approximately \$33,000 for 18 weeks, Thursdays through Mondays.

ALTERNATIVE OPTIONS:

That the Solid Waste Committee provide alternate direction and recommend that the Regional Board direct staff accordingly.

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):

Detailed in the "Background," above. Staffing of the 2 Waste Education Assistants will be part of the 2018 Financial Plan.

COMMUNICATIONS CONSIDERATION(S):

Student positions will be posted immediately upon Board Resolution.

OTHER CONSIDERATION(S):



REPORT

To: Solid Waste Committee

Date: November 29, 2017

From: Loryn Day, Solid Waste Coordinator

Subject: Recycle BC Consultation – Proposed Plan¹ Changes

RECOMMENDATION(S):

To be received for information

BACKGROUND/RATIONALE:

On November 15 and 16, 2017, Recycle BC (formerly Multi Material BC – MMBC) conducted a two-day public consultation, where they engaged collectors and stakeholders on their proposed changes to their program and collection agreements. The aim of the consultation was to build on existing partnerships and to further evolution on the program's and the programs past performance. Nine workshops were held over the two days that included:

- 3 Years of Recycle BC Data
- Curbside Collection Workshop
- Multi-Family Collection Workshop
- Depot Collection Workshop
- Contamination Workshop
- Streetscape Recycling Workshop
- Research and Development; Other Flexible Plastic Packaging
- Program Plan Workshop
- Market and Communications Workshop

The workshops were presented by Recycle BC staff on the proposed changes followed by questions and discussion that culminated with a round table discussion. During the round table discussion, collectors and stakeholders were able to provide comments, support/lack of support on the proposed changes or to propose additional changes. Out of the nine workshops, Peace River Regional District (PRRD) staff attended the following presentations:

- 3 Years of Recycle BC Data;
- Depot Collection;
- Contamination;
- Research and Development;
- Program Plan; and
- Marketing and Communications.

All nine workshop presentations can be found in Attachment A.

¹ Recycle BC is in the midst of conducting a review on their Stewardship Plan (Plan). Changes to this Plan will affect its programs and collection agreements

The main changes to the Plan and Collector Agreements relating to depot operations as proposed by Recycle BC are as follows:

Cross Contamination

- Introduce defined thresholds for cross contamination² as it is not currently addressed in the program or collector contracts. Threshold rate is yet to be defined and Recycle BC is welcoming feedback
- Introduce or define threshold for cross contamination in segregated glass

Material Storage

- Provide Recycle BC with the right to require collected material be stored in such a way that material quality is not impacted by inclement weather

Promotional Material

- Recycle BC can exercise its rights to require advance approval for significant promotion and education material that not provided by Recycle BC

Agreements

- Since the majority of agreements expire November 2018, Recycle BC is proposing to extend collector agreements one month so that new agreements start January 1, 2019
- Increase incentive rates for material collected
 - o Plastic bags/overwrap – Increase rate from \$175/tonne to \$500/tonne
 - o Foam packaging – Increase rate from \$175/tonne to \$600/tonne
 - o Glass containers - Increase rate from \$80/tonne to \$90/tonne
- Proposes incentive payments based upon the following groups:

GROUP 1	GROUP 2	GROUP 3
No curbside/multi-family collection program	Private depot <u>with</u> curbside/multi-family collection program	Local government/First Nations depot <u>with</u> curbside/multi-family collection
All or large portion of customers do not have curbside/multi-family collection	All or vast majority of customers have curbside/multi-family collection	All or vast majority of customers have curbside/multi-family collection
Managed by private companies, local governments or First Nations	Privately owned depots contracted directly to Recycle BC	Managed or contracted by local government or First Nation
Rates for plastic bags, foam packaging and glass are at same rate for all 3 groups		
Approach to paper, cardboard and containers differs by group		

- o Proposed change applies to Group 3; the proposal eliminates payment for paper, cardboard, and containers collected at depots where local governments also offer curbside collection. Recycle BC's rationale for this is that residents should be using curbside, it's a duplication of service, and can drive up program costs.
- o During the Round Table Discussion many local governments lobbied against this proposed change.

² Cross-contamination refers to accepted materials deposited into the wrong category. For example receiving plastic film or Styrofoam in the container material and vice versa

- Introduce a new product category: Other Flexible Plastic Packaging³ as a segregated product category⁴
 - Depots can start collecting this material voluntarily as of April 1, 2018. Will become mandatory for depots to collect when new agreements come into place January 1, 2019. The PRRD will sign on to collect this material at the rural transfer stations which are part of the Recycle BC program
 - Incentive rates for this category is \$175 per tonne. As of January 1, 2019, the rate will increase to \$500 per tonne

During the Program Plan Workshop the following was discussed:

- Recycle BC's intent is to add all eligible⁵ wait-listed curbside and collection programs; however no timeline was given
- Local governments in communities with collection programs established after May 2014 will be eligible to join the Recycle BC program provided they meet the requirements set out by Recycle BC
- New agreements will be offered in Summer of 2018
- All requests must be formally received in writing by October 1, 2018
- An 18 month transition period begins with new agreements that are effective 2019

Overall, the consultation was a productive gathering of collectors and stakeholders, who provided comments to Recycle BC. The overall comments from collectors and stakeholders were:

- Reduce barriers for local governments and private businesses to join the program
- The original program requirements of 2014 for acceptance into the program are outdated and should be revised
- Recycle BC is to provide clarification on the requirements for new curbside programs as the first requirement is contradictory⁶
- Be open to alternate ideas of program operation for rural areas; i.e. allow for bulk unattended drop-off, inclusion of Industrial, Commercial, and Institutional (IC&I), etc.
- Removal of Group 3 Depot Collectors; depot collectors operated by municipalities that have curbside recycling collection should still receive revenue for all material paid through the Recycle BC program
- Assess diversion rates on Regional District basis

The comments obtained in this consultation will form part of the public outreach that Recycle BC's is conducting during their public consultation. Based on the consultation, a revised program plan will be released along with a 45 day comment period.

³ Other Flexible Plastic Packaging refer to packaging that is made up of multiple layers of flexible plastic, film, paper, nylon, and/or aluminum foil. Examples include stand up pouches, chip bags, cereal bags, candy wrappers, and crinkly wrap

⁵ All local government operating printed paper and packaging (PPP) collection programs that were in place by May 2014 are eligible to join as contracted collectors

⁶ In the presentation, Program Plan, it notes that local government in communities with PPP programs established after 2014 will be eligible to join provided the following criteria are met. However, the first criteria is that PPP programs must be existing prior to 2014. This is contradictory to their proposed change.

OPTIONS:

N/A

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):

There will be impacts to the 2018 financial budget, in that the Peace River Regional District will receive additional revenue for the collection Other Flexible Plastics. There is no tonnage information to estimate the increased revenue we will receive.

Other proposed changes will not impact the 2018 Financial Budget.

The proposed changes for 2019 will impact the financial budget, in that the Peace River Regional District will receive increased revenue for collected recycling material as Recycle BC has proposed increased rates.

COMMUNICATIONS CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

Attachment A: Workshop Presentations

PROGRAM PLAN

R-8

Proposed Program Plan Changes – Curbside Collection

RECYCLE BC CONSULTATION

NOVEMBER 16, 2017



RECYCLEBCTM



WORKSHOP AGENDA

SHARE THEN LISTEN

The format for today's presentation on proposed changes to the Program Plan will include two parts:

1. Summary review of relevant proposed changes (Curbside Collection)
2. Q&A ~ 15 min.





**WE'D LIKE TO SHARE
WITH YOU**

PROPOSED CHANGES CURBSIDE

Review Eligibility Criteria for:

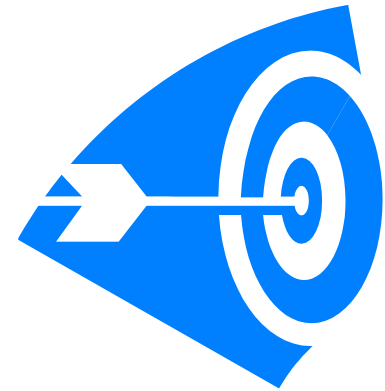
- Curbside programs that wish to join Recycle BC
- Jurisdictions that wish to introduce curbside collection into their communities
- Jurisdictions that wish to request Recycle BC operate curbside collection directly

CURRENT PROGRAM PLAN

Program design was driven by one overarching objective:

Continuous improvement in recovery effectiveness and efficiency

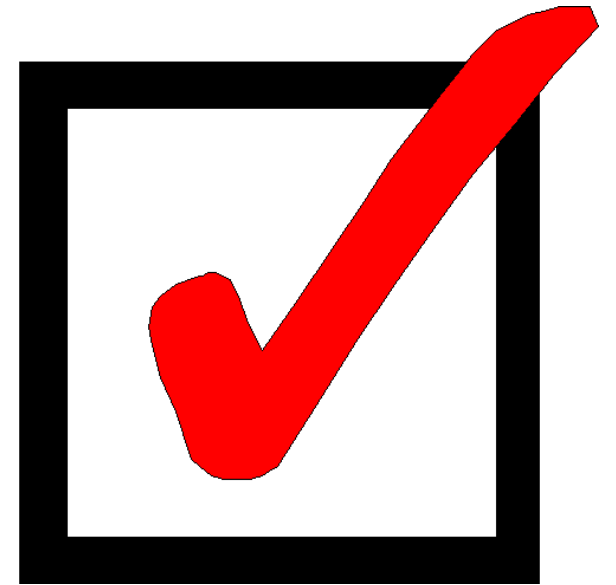
- Focus on outcomes, not process
- Provide economic incentives and set simple rules
- Foster interaction, collaboration and competition to drive innovation
- Set the stage for evolution



ACCESSIBILITY

Recycle BC assesses reasonable access to collection services for PPP by taking into consideration the need for:

- Services in large, urban areas as well as remote, sparsely populated areas;
- Effective and efficient collection services within their geographic and/or demographic context;
- A collection system with sufficient capacity to achieve the recovery target; and
- Predictability for residents wishing to recycle PPP.



CONTINUOUS IMPROVEMENT

- As part of its annual performance and accessibility review, Recycle BC will evaluate the performance of the PPP collection system in relation to its currently established 75% annual recovery target and accessibility performance objectives (Section 5.2, pg. 22)
- Will add waitlisted collectors (those that originally declined or failed to respond to the market-clearing price) to the Recycle BC collection system as required to deliver these objectives.



MOVING FORWARD

- Recycle BC is still a new program
- Current program plan designed for launch phase
- After 3 years we understand program efficiencies better
- Still not steady-state; Program continues to evolve from launch state



EXISTING CURBSIDE PROGRAMS

- All local governments operating PPP collection programs that were in place by May 2014 are eligible to join as contracted collectors
- Recycle BC's intent is to add all eligible curbside programs
 - As is practical & feasible operationally/financially

EXISTING CURBSIDE PROGRAMS 2

- Recycle BC will give consideration to Collectors that have expressed interest in joining and are able to:
 - ✓ Deliver collection services in areas identified as having insufficient collection service to meet accessibility performance objectives
 - ✓ Contribute to Recycle BC's recovery target and to effectiveness and efficiency of collection system
 - ✓ Modify post-collection service provider agreements to join Recycle BC's supply chain network
 - ✓ Notify Recycle BC to meet timelines for Recycle BC's operating budget for the following year

NEW CURBSIDE PROGRAMS

Local governments in communities with PPP programs established *after* May 2014 will be eligible to join provided the following criteria are met:

- ✓ A curbside garbage collection program was in place by May 2014
- ✓ The community represents an incorporated municipality
- ✓ The community has a minimum population of 5,000 residents
- ✓ Notify Recycle BC to meet timelines for Recycle BC's operating budget for the following year

TRANSITION TO RECYCLE BC DELIVERED SERVICE

- Local governments with existing MSA or SOW for curbside collection services may request Recycle BC to operate PPP curbside programs directly provided the following criteria are met:
 - ✓ The request is made in writing and accompanied by formal resolution
 - ✓ Formal commitment is made in writing to assist Recycle BC wherever reasonable
 - ✓ Entire service area as specified in their current SOW
 - ✓ Existing inventory of collection containers made available to Recycle BC

TRANSITION TO RECYCLE BC DELIVERED SERVICE 2

- Local governments with existing MSA or SOW for curbside collection services may request Recycle BC to operate PPP curbside programs directly provided the following criteria are met:
 - ✓ PPP program achieved minimum capture rate of 90 kg/HH
 - ✓ Minimum 18 months notice provided
 - ✓ Transition date falls on or after original termination date of local government's SOW

TRANSITION TO RECYCLE BC DELIVERED SERVICE 3

- Requests will be considered only after new agreements offered in Summer 2018
- All requests must be formally received in writing by October 1, 2018
- 18 month transition period begins when new agreements are effective Jan 1, 2019
- Effective date for transition to service offered directly by Recycle BC July 1, 2020

NEXT STEPS

- Consultation feedback period 30 days
- Revised Program Plan comment period 45 days





NOW WE'D LIKE TO LISTEN

Q & A Session





RECYCLEBCTM

Making a difference together.



RecycleBC.ca



@RecycleBC



@RecycleBC

DEPOT COLLECTION

Consultation Workshop

RECYCLE BC CONSULTATION

NOVEMBER 15, 2017



RECYCLEBCTM

WORKSHOP AGENDA

- Presentation
 - Background and context
 - Agreements – Timeline for changes
 - Agreements – Proposed changes
 - Agreements – Proposed payment structure and rates
- Q & A Period
- Break
- Roundtable Sessions

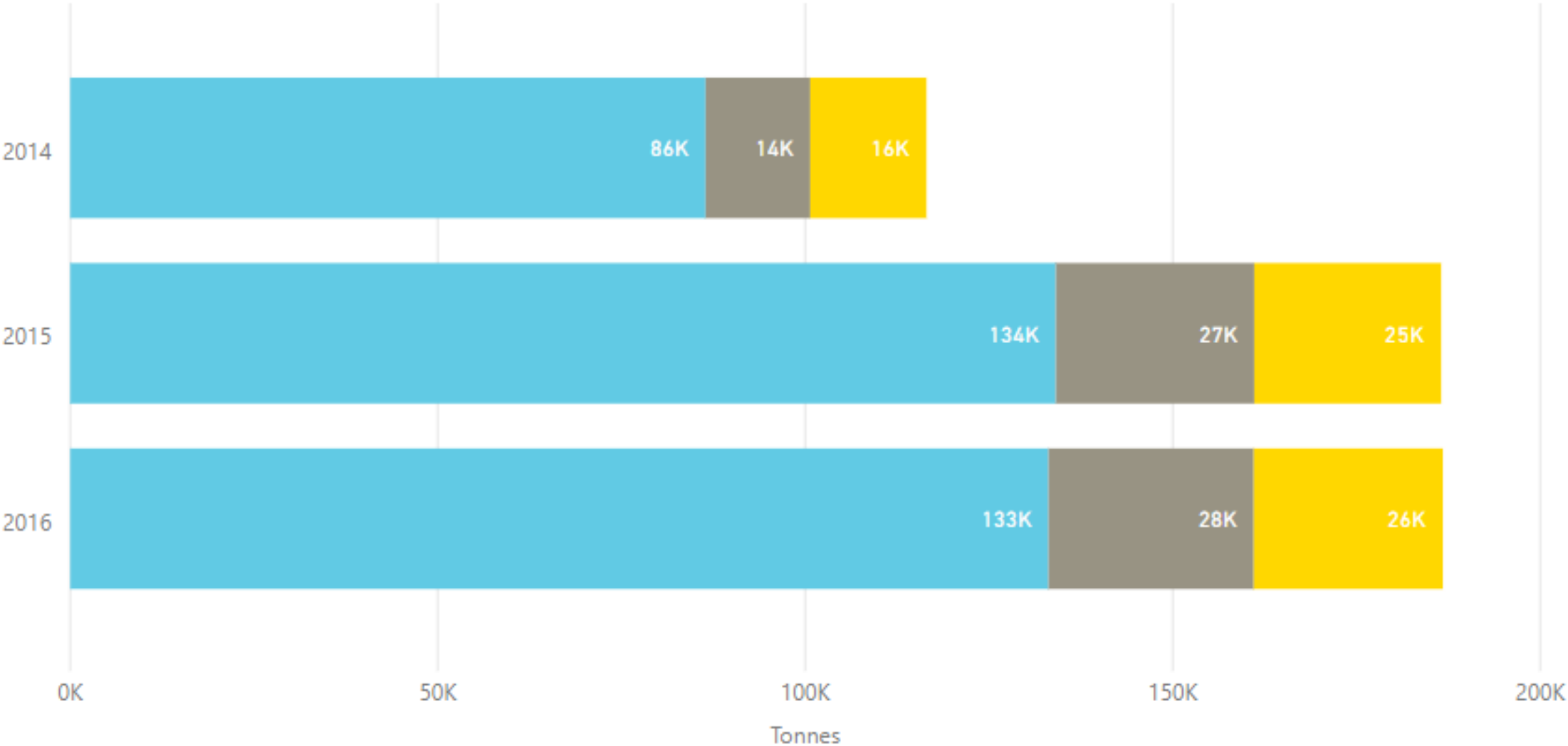


BACKGROUND

Depot Collection

COLLECTED TONNES PER YEAR BY CHANNEL

CURBSIDE DEPOT MULTIFAM

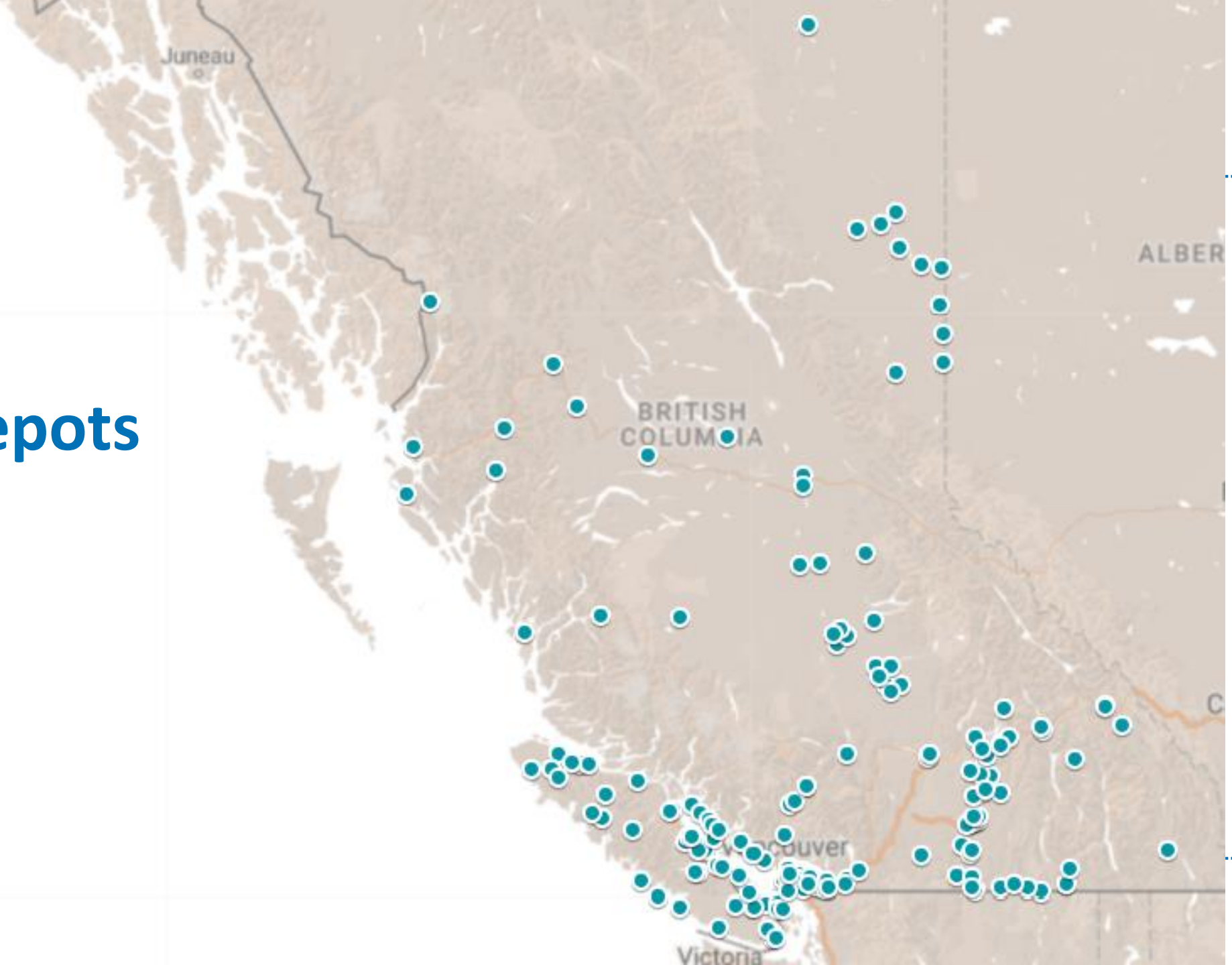


DEPOT COLLECTORS

Collector Type	Number of Depots
Local Government	108
First Nations	5
Private Company	88
Retail Location	50
Total	251



Recycle BC Depots





AGREEMENTS

Timeline for Changes

AGREEMENTS – TIMELINE FOR CHANGES

- Agreements – Master Services Agreement and Depot Statement of Work
- Current agreements
 - 5 year terms, two optional one year extensions
 - Majority expire Nov 30, 2018
- New Agreements
 - 5 year terms
 - Proposal – extend existing agreements by one month
 - January 1, 2019 – December 31, 2023
 - Offer to collectors – Summer 2018
 - Offer includes final draft of agreements, payment structure and rates
 - Timeline provides opportunity to incorporate feedback from consultation



AGREEMENTS

Proposed Changes

PROPOSED CHANGES - BACKGROUND

- All changes are proposals only – feedback welcome
- Recycle BC proposing changes pertaining to:
 - Operations
 - Communications
 - Customer service
- Workshop to focus on:
 - Concepts and proposals, not detailed legal language
- Workshop excludes housekeeping type changes:
 - Clarification of implied intent
 - Improved terminology to reduce confusion
 - Removal of irrelevant requirements (e.g. reporting tonnage to Recycle BC)

PROPOSED CHANGES - RATIONALE

- Changes are being proposed and guided by the following rationale:
 - Operational efficiency and effectiveness
 - Value for Recycle BC stewards
 - Addressing operational challenges - collection and post-collection
 - Environmental responsibility
 - Fostering accountability
 - Balancing needs of all stakeholders, including residents



PROPOSED CHANGES – CROSS CONTAMINATION 1

- Introduce defined thresholds for cross contamination
 - E.g. plastic containers in paper/cardboard stream
 - Cross contamination is significant operational issue
 - Paper/cardboard markets are becoming increasingly stringent
 - Not addressed by current agreements
 - Threshold rate to be defined – feedback welcome

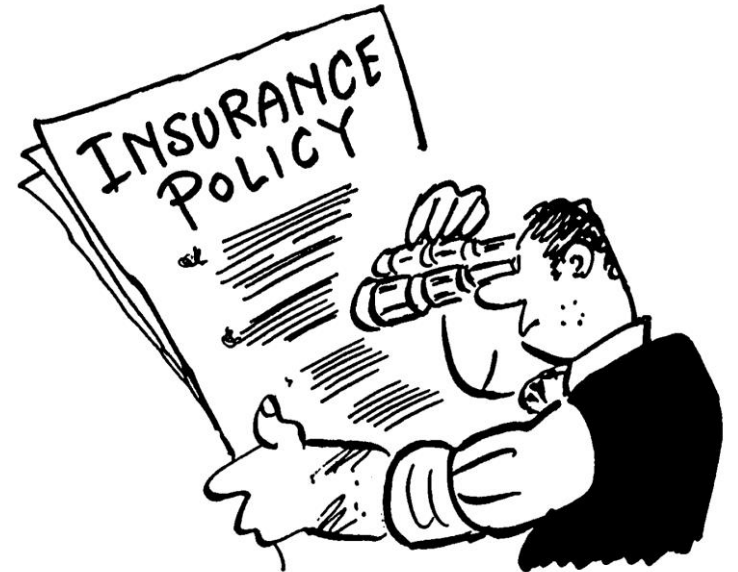
PROPOSED CHANGES – CROSS CONTAMINATION 2

- Introduce defined thresholds and penalties for cross contamination in segregated glass
 - E.g. plastic containers in segregated glass stream
 - Increases post-collection cost
 - Reduces ability to market glass
 - Requires diversion of glass away from “bottle to bottle” type markets
 - Threshold and penalty rate to be defined – feedback welcome



PROPOSED CHANGES – INSURANCE REQUIREMENTS

- Reduce the Comprehensive General Liability coverage limit from \$5 million to \$2 million.
 - Current limit requirement is \$5 million
 - Recycle BC has determined \$2 million will be sufficient moving forward
 - Collectors may still wish to have limits greater than \$2 million
 - Requirement to list Recycle BC as additional insured remains



PROPOSED CHANGES – MATERIAL STORAGE

- Provide Recycle BC with the right to require collected material be stored in such a way that material quality is not impacted by inclement weather, such as rain and snow.
 - Rain and snow can negatively impact program by:
 - Degrading material quality
 - Reducing marketability
 - Inflating material weights
 - Storing material under cover ensures adequate protection
 - Focus on paper, cardboard and foam packaging
 - Recycle BC intent is only to action where problems arise

PROPOSED CHANGES – STAFFING

- Provide further clarification on responsibilities of depot staff
 - Depots must be sufficiently staffed to ensure:
 - Interaction with residents – contamination reduction and ICI segregation
 - Regularly check program material
 - Remove improperly sorted and unacceptable material
 - Intent of staffing requirements are included in current agreements, proposal is to make them more explicit

PROPOSED CHANGES – PROMOTIONAL MATERIALS

- Recycle BC can exercise its right to require advance approval of significant promotion and education materials
 - Examples include:
 - Depot signs
 - Advertisements
 - Website content
 - Primary concern is accuracy and consistency
 - Recycle BC templates are available but not mandatory





AGREEMENTS

Proposed Payment Structure and Rates

PAYMENTS – PLASTIC BAGS, FOAM, AND GLASS

- Collection of plastic bags, foam and (often) glass is critical to all depots, given exclusion from curbside/multi-family programs
- Common feedback – rates for plastic bags/foam need to be increased given:
 - Low weight and density
 - Operational challenges
 - Resident education and sorting
- Recycle BC proposal
 - Plastic bags/overwrap – Increase rate from \$175/tonne to **\$500/tonne**
 - Foam packaging – Increase rate from \$175/tonne to **\$600/tonne**
 - Glass containers - Increase rate from \$80/tonne to **\$90/tonne**
- Apply to all depot groups

PAYMENTS – DEPOT GROUPS

Current payments differentiate between two groups:

- 1 – Depots “with curbside”
 - Located in communities with curbside PPP – e.g. Vancouver, Kelowna
- 2 – Depots “without curbside”
 - Located in communities without curbside PPP – e.g. Cranbrook, Kitimat

Original rationale – “with curbside” provides increased value to residents without other collection options

Issue – Location of depot is not always a reflection of type of service majority of customers actually have

PAYMENTS – PROPOSED DEPOT GROUPS

GROUP 1	GROUP 2	GROUP 3
No curbside/multi-family collection program	Private depot <u>with</u> curbside/multi-family collection program	Local government/First Nations depot <u>with</u> curbside/multi-family collection
All or large portion of customers do not have curbside/multi-family collection	All or vast majority of customers have curbside/multi-family collection	All or vast majority of customers have curbside/multi-family collection
Managed by private companies, local governments or First Nations	Privately owned depots contracted directly to Recycle BC	Managed or contracted by local government or First Nation
Rates for plastic bags, foam packaging and glass are at same rate for all 3 groups		
Approach to paper, cardboard and containers differs by group		

PAYMENTS – PAPER, CARDBOARD, AND CONTAINERS 1

- Proposed changes apply to **Group 3 - LG/FN with Curbside/Multi-Family**
- Proposal – eliminate payment for paper, cardboard and containers
- All or vast majority of customers have:
 - Curbside or multi-family PPP collection
 - Unlimited volumes of paper, cardboard and containers accepted at their resident's collection site
 - Weekly or biweekly collection at household
- Depot collection:
 - Duplication of service
 - Drives up cost/tonne of curbside/multi-family program
 - Increased environmental footprint
 - Less convenient for resident
 - ICI materials

PAYMENTS – PAPER, CARDBOARD, AND CONTAINERS 2

- Options for **Group 3 - LG/FN with Curbside/Multi-Family**
- 1. Direct to curbside/multi-family
 - Recycle BC's preferred option
 - Paper, cardboard and containers no longer accepted at depot
 - Direct residents to make use of curbside/multi-family service – unlimited volumes at residence collection site
 - Most efficient, no duplication of service
- 2. Manage independently
 - Accept paper, cardboard and containers but manage and market independently of program
 - Voluntary decision to duplicate service – cannot alternate option based on market conditions
- 3. Collect under Recycle BC program without incentives
 - Accept paper, cardboard and containers
 - Recycle BC would pick up at depots, manage post-collection including processing – no payment for collection
 - Requirements on contamination, ICI etc. will apply
- Recycle BC agreements would reflect option chosen – could not alternate without Change Order

PAYMENTS – PAPER, CARDBOARD, AND CONTAINERS 3

- **Group 1 – No curbside/multi-family**

- Paper, cardboard and container collection required as customers do not have other collection options
- Increase in payment rate for containers to **\$130/tonne**

- **Group 2 – Private with curbside/multi-family**

- No change to collection of paper, cardboard and containers
- Majority are bottle depots – value-add for boxboard especially given use for deposit returns
- Not in same position as local govts to influence resident behaviour or market materials

- **Group 1 and 2**

- Increase in baled rate for paper/cardboard to **\$110/tonne**
- Introduction of baled rate for containers at **\$110/tonne**

PAYMENTS – PROPOSED RATES

Material Grouping	Material Categories	Proposed Incentive Rates (\$/Tonne)			
		Group 1 – No Curbside/Multi-Family	Group 2 – Private with Curbside/Multi-Family	Group 3 – LG/FN with Curbside/Multi-Family	<u>Additional Incentive</u> If Baled
Paper and cardboard	Cat 1/Cat 2/Cat3b/Cat 1,2,3b	\$80	\$60	\$0 or n/a	\$110
Containers	Cat 3a/Cat 6/Cat 7/Cat 3a,6,7	\$130	\$90	\$0 or n/a	\$110
Plastic Bags & Overwrap	Cat 4	\$500	\$500	\$500	\$330
White Foam	Cat 5	\$600	\$600	\$600	\$330
Coloured Foam	Cat 5	\$600	\$600	\$600	\$330
Glass Containers	Cat 8	\$90	\$90	\$90	n/a



OTHER FLEXIBLE PACKAGING

Proposed Collection Model

OTHER FLEXIBLE PACKAGING

- Other flexible packaging
 - Made up of multiple layers of flexible plastic, film, paper, nylon and/or aluminum foil
 - Examples – stand up pouches, chip bags, cereal bags, candy wrappers, crinkly wrap etc.
 - Currently excluded from Recycle BC program
- Upcoming sessions at this consultation:
 - Thursday 10 am – Session 5, Room 2
 - Thursday 12:30 pm – Session 6, Room 2
- Collection Proposal:
 - Depot collection as segregated material stream in own collection containers
 - Separate from plastic bags/overwrap and other materials
 - Voluntary trial by interested depots – April 1, 2018 at **\$175/tonne**
 - Mandatory collection by all depots – Jan 1, 2019 at **\$500/tonne**



QUESTIONS

QUESTIONS

- Questions, not statements for feedback
- Feedback – opportunity in round table sessions
- Participants are asked to limit questions to:
 - One question at a time
 - Clarifying questions
 - Requests for rationale or further explanation
 - “Did you consider..”
- Raise hand and microphone will be brought to you
- Webinar – written questions will be read aloud





FEEDBACK

Round Table Sessions

FEEDBACK

- Online feedback – Form on Recycle BC website until Dec 15
- Round table sessions
 - 6 discussion group topics
 - One table per topic
 - “Vote with your feet” – join table that best corresponds with topics you’d like to discuss
 - 3 sessions of 20 minutes each – opportunity to switch topics
 - Some topics may be split or combined depending on numbers at each
 - Designate facilitator and note-taker
 - Brainstorm ideas on flip charts
 - Capture consolidated feedback on table booklet
 - Recycle BC staff available to answer questions and assist



DISCUSSION GROUPS

Table #	Recycle BC Support	Topic Category
1, 2 & 3	Brendan	Payments Private Depots: Structure and incentive rates
5, 6 & 7	Jordan	Payments LG/FN Depots: Structure and incentive rates
9	Tiffany	Contamination: Cross contamination, sorting, rejecting contamination
11	Tiffany	Materials – Materials accepted and excluded, other flexible packaging, ICI
13	Kathleen	Operational requirements – staffing, storage of materials etc.
15	Kelly	Customer service – Promotional materials, communicating with residents
17	Alex	Reporting – Claim reports, EFT remittance reports

DISCUSSION QUESTIONS

- What feedback do you have on the changes proposed?
- What elements of the proposals do you support or consider fair/advantageous? Why?
- What elements of the proposals do you NOT support? What are your primary concerns?
- What alternatives would you suggest?
- What issues or topics do you feel were not addressed? What is your feedback on those?
- Where should Recycle BC go from here?
- What outstanding questions or requests for further information do you have?



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OUTSTANDING SOLID WASTE ITEMS

I-1

For review at the December 7, 2017 Solid Waste Committee meeting

OUTSTANDING FOLLOW UP ITEMS OVER THE PAST QUARTER:	
OCTOBER 26, 2017 REGIONAL BOARD MEETING	
1.	That staff be authorized to prepare and submit a funding grant application under the FCM-MCIP to offset the cost of expanding the GCCS network at the NPRLF.
2.	That staff be directed to prepare a report for consideration by the SWC that proposes an amendment to the Waiving of Tipping Fee Policy to extend the waiver of tipping fees to clean up efforts coordinated by municipalities and done by volunteer groups and non-profit organizations, for review by the SWC.
3.	That staff be authorized to prepare a report, based on the Oct 1, 2017 letter from Recycle It, outlining education/awareness efforts undertaken to advertise the public of the services no longer being provided by Recycle It, and including information regarding alternate locations where specific stewardship program recycling materials can be taken.
4.	That solid waste education and outreach be brought in-house starting January 2018 in accordance with the structure laid out in the "Proposed Waste Education and Outreach Framework", as presented.
JULY 27, 2017 REGIONAL BOARD MEETING	
1.	That the June 28/17 report regarding conversion of the TR and HH solid waste transfer stations into a designated Tier 1 transfer station be tabled to the Aug 3/17 SWC mtg; and b) That staff be authorized to speak with the respective municipalities to obtain their comments and concerns with respect to converting their transfer station sites. <i>October 5 update: with respect (b) Tumbler Ridge has indicated they are not interested; staff are waiting to hear from Hudson's Hope, following council review, but have indicated they are interested.</i>
MAY 25, 2017 REGIONAL BOARD MEETING	
2.	Doig / Milligan / Osborn Tier 2 Transfer Station Pilot Project - That a pilot project be initiated at the Doig / Milligan / Osborn Transfer Station to implement 24/7 access via a man gate and further, that surveillance equip be installed at the site. <i>October 5 update: change in location approved by FSJ Farms, design work in progress, lease agreement being drafted.</i>
FEBRUARY 23, 2017 REGIONAL BOARD MEETING	
5.	That staff be authorized to prepare a report, for the April SWC mtg, providing background summary and review of current waste and recycling arrangements at the TR Transfer Station, said report to identify operational efficiencies for the development of consistent region-wide delivery of services. <i>May 9 update: in progress</i>
6.	a) That the RB renew its SW agreements with its municipal partners; and b) That staff be authorized to review all of the SW agreements with respect to fairness, consistency, level of same service and how these agreements meet the parameters/criteria established in the RSWMP. <i>May 9 update: in progress</i>

OUTSTANDING FOLLOW UP ITEMS – GREATER THAN THREE MONTHS:

7.	a) That the Waste Reduction, Promotion & Education Program Contract be awarded to NEAT, for a 1 year term beginning Jan 1/17; and b) Subject to a satisfactory review/evaluation of the program; and c) That the completion of a 6 month public consultation process be conducted w/residents across the region, to determine their desire for diversion programs, with said consultation to take place prior to the program review / evaluation. <i>October 26, 2017 - That 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..</i>
8.	SW Customer Satisfaction Survey - That staff be directed to expand the existing “app” located on the Environmental Services “garbage and recycling” page of the PRRD website to provide residents an opportunity to forward comments or questions, on a continual basis, with respect to solid waste. <i>May 9 update: staff to provide report for SWC meeting</i>
9.	That the SW PMAC be directed to amend its ToR so that contractors who are Committee members exclude themselves from meetings that may place them in conflict of interest. <i>May 9 update: ToR revision drafted, will be reviewed at next PMAC meeting</i>
10.	MoE Invitation - That MoE be invited to the fall mtg of the SWC to provide an overview on the implications of undertaking a complete review of the Regional SWMP. That, prior to extending an invitation to the MoE to attend its fall mtg, the SWC review the SWMP. <i>May 9 update: following review of Regional SWMP MoE will be invited to meeting.</i>
11.	Tipping Fee Incentives - That staff be authorized to prepare a report which explores options for promoting and providing incentives for waste reduction, diversion and recycling incl the options of developing additional tipping fee incentives as well as eliminating tipping fees. <i>May 9 update: Staff to prepare a report following completion of the Waste Composition Study.</i>
12.	Share Sheds - That staff investigate the feasibility of creating share areas for the distribution of wooden pallets that are taken to landfills and transfer stations. <i>May 9 update: Staff directed to develop a pilot project re: acceptance of pallets at Buick Creek, Cecil Lake, Rolla and Tomslake. Staff to report back to Committee by end of the year.</i>
13.	Recycling of Ag Plastics - 2) That ID of recycling options for ag plastics be given priority under the SWMP. <i>May 9 update: Investigate options with Recycle It Resource Recovery and report back – ongoing.</i>

Solid Waste Summary Report



I-2

For Period Ending 30-Nov-2017

Solid Waste Summary As of Nov. 30/17	2017 BUDGET	2017 ACTUAL	DIFFERENCE	PERCENTAGE	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
			ACTUAL TO BUDGET	ACTUAL TO BUDGET			
REVENUES							
Tax Requisition	(5,750,672.00)	(5,750,672.32)	0.32	100.00	(7,043,406.14)	(6,692,453.33)	(6,117,721.00)
Grants & Interest on Reserves	(600,000.00)	(693,721.27)	93,721.27	115.62	(735,247.82)	(665,204.59)	(717,138.17)
Fees (includes Cash short/over)	(3,892,670.00)	(4,151,304.56)	258,634.56	106.64	(3,725,905.47)	(4,617,912.68)	(4,597,910.59)
Admin Fees from Other Functions	(19,500.00)	(19,500.00)	0.00	100.00	(12,500.00)	(19,500.00)	(19,500.00)
Recovered Costs	(20,000.00)	(34,362.43)	14,362.43	171.81	(32,089.79)	(143,675.37)	(84,716.52)
Commission & Miscellaneous	(151,511.00)	(298,570.12)	147,059.12	197.06	(169,698.35)	(87,227.33)	(78,644.54)
Transfer from Reserves	0.00	0.00	0.00	0.00	(2,535,000.00)	0.00	0.00
Unappropriated Surplus	(1,460,611.00)	(1,460,611.00)	0.00	100.00	(2,062,781.00)	(2,099,892.00)	(2,538,740.00)
Loan Proceeds	(5,000,000.00)	(4,950,000.00)	(50,000.00)	99.00	0.00	0.00	0.00
Total REVENUES	(16,894,964.00)	(17,358,741.70)	463,777.70	102.75	(16,316,628.57)	(14,325,865.30)	(14,154,370.82)
EXPENDITURES							
Administration / Operations (incl debt	1,968,184.00	1,693,546.20	274,637.80	86.05	1,712,020.94	1,701,086.33	1,374,548.47
Vehicles	44,500.00	35,379.53	9,120.47	79.50	46,761.12	42,168.97	42,521.29
Supplies (bank/computer/office/shop)	55,000.00	50,721.31	4,278.69	92.22	60,598.53	51,127.79	42,368.06
Transfer to Reserves	3,720,000.00	3,720,000.00	0.00	100.00	609,923.21	640,460.67	2,691,737.92
Landfills - O & M	161,000.00	76,084.57	84,915.43	47.26	224,842.39	160,204.88	78,839.03
Transfer Stations - O & M	235,000.00	182,222.48	52,777.52	77.54	134,323.24	137,588.21	216,143.22
Landfills - Contractors	3,276,000.00	2,712,779.56	563,220.44	82.81	3,225,206.09	2,701,079.96	2,196,140.85
Transfer Stations - Contractors	1,633,000.00	1,244,804.28	388,195.72	76.23	1,591,027.27	1,518,944.79	1,539,455.15
Transport / Haul	986,000.00	748,786.41	237,213.59	75.94	984,212.98	692,335.46	762,418.61
Landfill Gas System	0.00	0.00	0.00	0.00	1,912.50	14,142.00	0.00
Recycling	2,161,780.00	1,103,643.08	1,058,136.92	51.05	2,337,411.16	2,172,244.00	2,106,385.91
Clean Up Program	100,000.00	79,292.72	20,707.28	79.29	116,819.85	112,786.06	110,892.82
Water Monitoring	178,500.00	121,345.80	57,154.20	67.98	109,772.75	107,854.88	96,843.52
Remediation / Closure / Site Selection	50,000.00	200.00	49,800.00	0.40	8,942.50	0.00	0.00
Capital	2,326,000.00	2,062,507.00	263,493.00	88.67	3,748,759.91	2,598,187.77	1,402,822.18
Total EXPENDITURES	16,894,964.00	13,831,312.94	3,063,651.06	81.87	14,912,534.44	12,650,211.77	12,661,117.03
Total Surplus (-)/Deficit	0.00	(3,527,428.76)	3,527,428.76	0.00	(1,404,094.13)	(1,675,653.53)	(1,493,253.79)

December 7, 2018

Solid Waste



For Period Ending 30-Nov-2017

Solid Waste	2017 BUDGET	2017 ACTUAL	DIFFERENCE	PERCENTAGE	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
As of Nov. 30/17			ACTUAL TO BUDGET	ACTUAL TO BUDGET			
REVENUES							
Requisition - electoral (SW)	(3,961,295.00)	(3,961,295.32)	0.32	100.00	(4,773,234.00)	(4,521,802.00)	(4,149,286.00)
Requisition - municipal (SW)	(1,789,377.00)	(1,789,377.00)	0.00	100.00	(2,270,172.14)	(2,170,651.33)	(1,968,435.00)
Interest on Reserve (SW)	0.00	0.00	0.00	0.00	(8,153.21)	(8,690.67)	(9,397.92)
Grants-in-lieu (SW)	(600,000.00)	(693,721.27)	93,721.27	115.62	(727,094.61)	(647,078.69)	(707,740.25)
SW - Misc Fees - Sch C	(100.00)	(2,715.00)	2,615.00	2,715.00	(2,380.00)	(2,360.00)	(1,480.50)
Weight Fee	(100.00)	(330.00)	230.00	330.00	(270.00)	(150.00)	0.00
Unsecure Loads	(1,500.00)	(1,603.05)	103.05	106.87	(2,322.90)	(6,364.75)	(5,752.90)
Cash Short/Over - Rolla	(10.00)	(26.10)	16.10	261.00	(49.80)	0.00	0.00
Cash Short/Over - Kelly Lake TS	(10.00)	1.05	(11.05)	(10.50)	(0.05)	0.60	(2.85)
Cash Short/Over - Tomslake TS	(10.00)	(5.20)	(4.80)	52.00	(6.00)	(3.79)	18.92
Cash Short/Over - Pink Mtn TS	(10.00)	0.00	(10.00)	0.00	(0.50)	0.00	0.00
Cash Short/Over - Wonowon TS	(10.00)	3.20	(13.20)	(32.00)	0.00	(105.75)	0.20
Cash Short/Over - Prespatou TS	(10.00)	13.85	(23.85)	(138.50)	(84.90)	3.76	1.56
Cash Short/Over - Bessborough (SW)	(10.00)	86.65	(96.65)	(866.50)	401.10	(131.34)	592.00
Cash Short/Over - Chet LF (SW)	(10.00)	196.07	(206.07)	(1,960.70)	218.49	92.94	335.76
Cash Short/Over - DC Trf Stn (SW)	(10.00)	272.05	(282.05)	(2,720.50)	(276.88)	(116.38)	(225.24)
Cash Short/Over - NP LF (SW)	(10.00)	89.82	(99.82)	(898.20)	299.11	(367.29)	962.30
Cash Short/Over - Mile 62.5 Trf Stn (SW)	(10.00)	0.80	(10.80)	(8.00)	0.00	1.60	0.00
Cash Short/Over - Rose Pr Trf Stn (SW)	(10.00)	0.48	(10.48)	(4.80)	(9.85)	0.00	(6.67)
Cash Short/Over - Buick	(10.00)	(10.00)	0.00	100.00	0.00	0.00	0.00
Cash Short/Over - Cecil Lake	(10.00)	(4.95)	(5.05)	49.50	54.59	0.00	16.90
Cash Short/Over - Goodlow	(10.00)	1.60	(11.60)	(16.00)	5.80	65.50	0.10
Extra Charges Recovered	0.00	(425.00)	425.00	0.00	(1,059.50)	(702.50)	(432.50)
Fees - Bessborough LF (SW)	(1,100,000.00)	(1,568,219.52)	468,219.52	142.57	(1,171,098.42)	(1,350,922.66)	(1,312,520.10)
Fees - Chetwynd LF (SW)	(400,000.00)	(483,830.34)	83,830.34	120.96	(454,038.15)	(469,653.97)	(405,494.07)
Fees - DC Trf Station (SW)	(60,000.00)	(72,776.55)	12,776.55	121.29	(64,198.25)	(66,275.46)	(63,828.39)
Fees - NP LF (SW)	(2,300,000.00)	(1,987,551.26)	(312,448.74)	86.42	(1,997,352.46)	(2,694,640.25)	(2,783,180.05)
Fees - Mile 62.5 Trf Stn (SW)	(3,000.00)	(3,019.50)	19.50	100.65	(3,100.60)	(3,131.50)	(3,236.00)
Fees - Rose Pr Trf St (SW)	(3,000.00)	(2,214.18)	(785.82)	73.81	(3,057.50)	(4,606.88)	(3,137.08)
Fees - Buick	(1,300.00)	(1,292.20)	(7.80)	99.40	(1,354.05)	(1,664.50)	(1,890.85)
Fees - Cecil Lake	(2,500.00)	(2,940.30)	440.30	117.61	(2,740.20)	(2,545.52)	(3,488.87)
Fees - Goodlow	(500.00)	(293.55)	(206.45)	58.71	(294.10)	(308.24)	(1,035.80)
Fees - Rolla	(5,000.00)	(5,190.30)	190.30	103.81	(5,864.00)	0.00	0.00
Fees - Moberly	(3,000.00)	(6,437.32)	3,437.32	214.58	(3,316.15)	(309.60)	0.00
Fees - Upper Halfway	(1,000.00)	(1,599.05)	599.05	159.91	(1,431.40)	(135.80)	0.00
Debenture Refund (SW)	0.00	0.00	0.00	0.00	0.00	0.00	(13,504.22)
Shared administration fees (SW)	(19,500.00)	(19,500.00)	0.00	100.00	(12,500.00)	(19,500.00)	(19,500.00)
Recovered costs (SW)	(20,000.00)	(34,362.43)	14,362.43	171.81	(32,089.79)	(143,675.37)	(84,716.52)
Recycling Revenue (SW)	(10,000.00)	(127,660.86)	117,660.86	1,276.61	(17,324.31)	(12,426.45)	(1,548.70)
Metals Salvage (SW)	(100.00)	0.00	(100.00)	0.00	0.00	(395.51)	(1,562.50)
Sale of capital assets (SW)	0.00	0.00	0.00	0.00	0.00	0.00	(1,971.38)
Insurance proceeds (SW)	(11,700.00)	(92,656.09)	80,956.09	791.93	(6,547.00)	0.00	0.00
Grants (SW)	0.00	0.00	0.00	0.00	0.00	(9,435.23)	0.00
MMBC Recycle Revenue	(2,000.00)	(3,955.95)	1,955.95	197.80	(2,060.41)	(2,061.77)	(205.32)
MMBC - Education & Training Funds	(60,000.00)	(62,806.88)	2,806.88	104.68	(70,562.05)	(28,295.63)	(18,075.55)
MMBC Municipal Revenue	(7,000.00)	(8,248.53)	1,248.53	117.84	(10,572.56)	0.00	0.00

Solid Waste



For Period Ending 30-Nov-2017

Solid Waste	2017 BUDGET	2017 ACTUAL	DIFFERENCE	PERCENTAGE	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
As of Nov. 30/17			ACTUAL TO BUDGET	ACTUAL TO BUDGET			
MMBC Hauling Rebate	(2,000.00)	(3,241.81)	1,241.81	162.09	(3,921.35)	(4,020.03)	(327.70)
Cash Short/Over - Moberly	(10.00)	(12.40)	2.40	124.00	(11.80)	0.10	0.00
Cash Short/Over - Upper Halfway	(10.00)	16.24	(26.24)	(162.40)	(13.45)	(0.01)	0.00
Fees - Kelly Lake TS	(1,000.00)	(1,152.10)	152.10	115.21	(1,252.60)	(1,845.40)	(1,146.15)
Fees - Tomslake TS	(5,500.00)	(4,650.00)	(850.00)	84.55	(5,577.60)	(5,763.63)	(6,220.52)
Fees - Pink Mtn TS	(500.00)	(472.10)	(27.90)	94.42	(364.90)	(726.90)	(560.90)
Fees - Wonowon TS	(1,000.00)	(1,361.70)	361.70	136.17	(1,151.50)	(1,136.00)	(1,253.00)
Fees - Prespatou TS	(3,500.00)	(3,854.70)	354.70	110.13	(4,207.05)	(4,109.06)	(4,945.89)
MFAActuarial Contrib.(SW)	(58,711.00)	0.00	(58,711.00)	0.00	(58,710.67)	(40,027.94)	(41,449.17)
Loan Proceeds (SW)	(5,000,000.00)	(4,950,000.00)	(50,000.00)	99.00	0.00	0.00	0.00
Appropriated surplus (SW)	(1,460,611.00)	(1,460,611.00)	0.00	100.00	(2,062,781.00)	(2,099,892.00)	(2,538,740.00)
Trsf From Capital Reserve	0.00	0.00	0.00	0.00	(2,535,000.00)	0.00	0.00
Total REVENUES	(16,894,964.00)	(17,358,741.70)	463,777.70	102.75	(16,316,628.57)	(14,325,865.30)	(14,154,370.82)
EXPENDITURES							
Wages (SW)	670,466.00	564,653.17	105,812.83	84.22	599,956.42	628,658.63	522,057.09
Benefits (SW)	189,718.00	138,792.12	50,925.88	73.16	144,330.09	137,070.84	109,592.67
WCB (SW)	7,127.00	6,279.47	847.53	88.11	7,003.12	7,113.70	5,363.13
Travel/Train/Conf/Wrkshp (SW)	17,000.00	11,905.50	5,094.50	70.03	12,558.78	16,860.95	13,078.60
Travel, Use of RD Vehicle	19,900.00	19,900.00	0.00	100.00	39,400.00	34,400.00	19,700.00
Mileage In-Region (SW)	300.00	18.57	281.43	6.19	21.43	104.99	52.50
Meals In-Region (SW)	3,500.00	1,939.46	1,560.54	55.41	3,127.10	3,236.74	2,293.55
Meetings (SW)	2,200.00	1,189.35	1,010.65	54.06	1,799.60	374.11	336.00
Memberships (SW)	5,000.00	5,277.13	(277.13)	105.54	6,185.44	3,864.78	3,933.77
Phone,Ph Supplies,Internet, Alarms (SW)	5,000.00	3,566.60	1,433.40	71.33	4,761.07	5,748.73	4,397.02
Advertising (SW)	15,000.00	16,495.69	(1,495.69)	109.97	14,803.02	7,002.05	1,794.72
Videos	13,979.00	15,535.00	(1,556.00)	111.13	11,021.00	0.00	0.00
Legal Services (SW)	10,000.00	3,011.21	6,988.79	30.11	2,148.03	14,552.10	7,483.29
Consulting Services (SW)	30,000.00	18,273.99	11,726.01	60.91	17,331.19	13,065.87	35,722.50
Waste Composition Study	128,100.00	97,398.12	30,701.88	76.03	0.00	0.00	0.00
Insurance (SW)	11,900.00	12,028.02	(128.02)	101.08	11,581.18	11,182.16	12,964.59
Administration fees (SW)	198,000.00	198,000.00	0.00	100.00	198,000.00	198,000.00	198,000.00
Interest - debenture (SW)	165,174.00	165,173.82	0.18	100.00	165,173.82	165,173.82	102,470.63
Principal - debenture (SW)	414,109.00	414,108.98	0.02	100.00	414,108.98	414,108.98	293,709.24
Actuarial Recognized (SW)	58,711.00	0.00	58,711.00	0.00	58,710.67	40,027.94	41,449.17
Bad debts (SW)	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00
Miscellaneous (SW)	2,000.00	0.00	2,000.00	0.00	0.00	539.94	150.00
Unit #9 - Trailtech Flatdeck Trlr (SW)	1,000.00	118.88	881.12	11.89	599.92	924.74	731.80
Unit #11 - Bobcat (SW)	3,000.00	7,513.15	(4,513.15)	250.44	2,938.42	1,923.70	1,422.70
Unit #14 - Yellow Dump Trlr (SW)	1,000.00	0.00	1,000.00	0.00	236.00	541.12	1,205.48
Unit #15 - 2005 GMC 3/4 T(SW)	3,500.00	2,413.94	1,086.06	68.97	8,604.35	12,116.72	13,398.90
Unit #16-Load Trail Blk Dump Trlr (SW)	2,000.00	275.61	1,724.39	13.78	851.46	2,541.86	2,255.04
Unit #17 - Sterling Picker Truck (SW)	13,000.00	8,883.18	4,116.82	68.33	11,226.70	12,286.87	10,474.45
Unit #21 - 1 Ton Chev (White)	13,000.00	6,254.12	6,745.88	48.11	17,638.44	11,833.96	13,032.92
Unit #24 - 2017 Chevrolet 3500 - Silver	8,000.00	9,502.81	(1,502.81)	118.79	4,665.83	0.00	0.00
Unit #25 - Trailer Flatdeck 2016	0.00	417.84	(417.84)	0.00	0.00	0.00	0.00
Supplies - shop/warehouse (SW)	8,000.00	4,369.29	3,630.71	54.62	8,924.77	6,966.63	10,755.40

Solid Waste

For Period Ending 30-Nov-2017



Solid Waste	2017 BUDGET	2017 ACTUAL	DIFFERENCE	PERCENTAGE	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
As of Nov. 30/17			ACTUAL TO BUDGET	ACTUAL TO BUDGET			
Supplies - ofc & computer (RD-SW)	33,000.00	32,576.37	423.63	98.72	38,478.77	43,458.66	31,180.16
Banking Fees	14,000.00	13,565.65	434.35	96.90	12,135.49	0.00	0.00
Trsf to Op Resv (SW)	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00
Trsf to Capital Resv - Veh/Eq (SW)	0.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00
Trsf to "Green" Carbon Reserve	0.00	0.00	0.00	0.00	1,770.00	1,770.00	2,340.00
Trsf to Capital Reserve	3,500,000.00	3,500,000.00	0.00	100.00	500,000.00	500,000.00	2,300,000.00
Trsf to Landfill Closure Liability Rsvr	220,000.00	220,000.00	0.00	100.00	100,000.00	100,000.00	100,000.00
Tsf Interest on Reserve (SW)	0.00	0.00	0.00	0.00	8,153.21	8,690.67	9,397.92
Operations - Bessborough LF (SW)	48,000.00	25,346.21	22,653.79	52.80	33,893.28	79,879.91	23,965.96
Operations - Buick Crk TS (SW)	7,500.00	2,929.50	4,570.50	39.06	6,508.65	2,450.24	31,714.44
Operations - Chetwynd LF (SW)	37,000.00	20,456.01	16,543.99	55.29	24,200.75	26,853.41	25,618.52
Operations - Dawson Creek TS (SW)	49,000.00	18,154.80	30,845.20	37.05	23,649.06	14,240.67	23,911.49
Operations - North Peace LF (SW)	76,000.00	30,282.35	45,717.65	39.85	166,748.36	53,471.56	29,254.55
Operations - Landfill Gas System	93,000.00	88,111.44	4,888.56	94.74	28,814.69	7,065.20	0.00
Operations - Hudson's Hope TS (SW)	10,000.00	7,483.42	2,516.58	74.83	5,809.23	4,907.00	4,803.56
Operations - Kelly Lake TS (SW)	5,000.00	2,308.64	2,691.36	46.17	3,651.91	13,331.06	12,172.40
Operations - Upper Halfway	5,500.00	4,515.20	984.80	82.09	4,761.24	5,909.54	0.00
Operations - Mile 62.5 TS (SW)	5,500.00	4,631.51	868.49	84.21	4,860.23	4,247.81	6,743.38
Operations - Rolla TS (SW)	5,500.00	5,988.66	(488.66)	108.88	7,897.59	402.95	0.00
Operations - Moberly Lake TS (SW)	5,500.00	7,725.51	(2,225.51)	140.46	8,427.87	8,417.72	5,857.35
Operations - Pink Mountain TS (SW)	5,500.00	2,283.94	3,216.06	41.53	6,957.96	5,668.83	21,323.26
Operations - Cecil Lake TS (SW)	4,500.00	6,096.00	(1,596.00)	135.47	3,178.28	5,965.00	12,375.63
Operations - Rose Prairie TS (SW)	4,500.00	3,232.75	1,267.25	71.84	3,731.88	5,907.51	14,353.44
Operations - Goodlow TS (SW)	4,500.00	3,367.21	1,132.79	74.83	3,117.10	3,142.00	15,887.07
Operations - Taylor TS (SW)	500.00	0.00	500.00	0.00	57.16	14.29	28.58
Operations - Tomslake TS (SW)	4,500.00	2,558.72	1,941.28	56.86	3,395.31	6,014.48	14,559.55
Operations - Tumbler Ridge TS (SW)	5,000.00	1,449.65	3,550.35	28.99	233.37	2,364.01	165.00
Operations - Wonowon TS (SW)	6,000.00	5,751.09	248.91	95.85	5,622.25	4,904.78	16,961.32
Operations - Prespatou TS (SW)	6,000.00	7,055.64	(1,055.64)	117.59	7,837.46	27,619.83	19,964.07
Operations - Misc Transfer Stations (SW)	7,500.00	8,578.80	(1,078.80)	114.38	5,812.00	15,015.29	15,322.68
Contractor - Bessborough LF (SW)	1,060,000.00	877,127.59	182,872.41	82.75	1,033,333.34	920,920.75	834,533.50
Contractor - Buick Crk TS (SW)	115,000.00	91,407.08	23,592.92	79.48	115,208.21	115,201.51	115,646.39
Contractor - Cecil Lake (SW)	120,000.00	96,826.87	23,173.13	80.69	119,762.37	124,458.25	123,278.90
Contractor - Chetwynd LF (SW)	566,000.00	469,381.69	96,618.31	82.93	554,166.66	424,102.51	329,421.15
Contractor - Dawson Creek (SW)	236,000.00	179,527.52	56,472.48	76.07	217,700.33	246,721.10	235,209.31
Contractor - North Peace LF (SW)	1,650,000.00	1,366,270.28	283,729.72	82.80	1,637,706.09	1,356,056.70	1,032,186.20
Contractor - Landfill Gas System	0.00	0.00	0.00	0.00	1,912.50	14,142.00	0.00
Contractor - Hudson's Hope (SW)	57,000.00	48,400.00	8,600.00	84.91	52,800.00	52,300.00	51,100.00
Contractor - Kelly Lake (SW)	122,000.00	89,761.20	32,238.80	73.57	120,434.42	123,088.25	130,585.32
Contractor - Mile 62.5 (SW)	52,000.00	40,000.00	12,000.00	76.92	48,000.00	48,000.00	45,770.00
Contractor - Pink Mountain (SW)	119,000.00	83,290.30	35,709.70	69.99	116,431.60	111,778.50	119,127.75
Contractor - Prespatou (SW)	120,000.00	89,962.34	30,037.66	74.97	119,568.26	120,928.29	120,833.36
Contractor - Rose Prairie LF (SW)	107,000.00	84,221.77	22,778.23	78.71	106,661.23	117,875.68	104,980.34
Contractor/Transport/Haul - Goodlow	115,000.00	86,273.28	28,726.72	75.02	113,047.44	115,130.58	119,107.63
Contractor - Tomslake (SW)	120,000.00	90,871.31	29,128.69	75.73	118,317.50	116,808.46	121,466.69
Contractor - Tumbler Ridge (SW)	100,000.00	82,690.83	17,309.17	82.69	98,433.42	97,210.54	133,924.91
Contractor - Wonowon (SW)	120,000.00	82,199.43	37,800.57	68.50	114,464.63	116,895.19	118,424.55

Solid Waste



For Period Ending 30-Nov-2017

Solid Waste	2017 BUDGET	2017 ACTUAL	DIFFERENCE	PERCENTAGE	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
As of Nov. 30/17			ACTUAL TO BUDGET	ACTUAL TO BUDGET			
Cont/Haul/Transport-Upper Halfway	130,000.00	99,372.35	30,627.65	76.44	130,197.86	12,548.44	0.00
Cont/Haul/Transport-Rolla	130,000.00	100,893.91	29,106.09	77.61	125,459.52	10,290.98	0.00
Cont/Haul/Transport-Moberly Lake	130,000.00	105,208.29	24,791.71	80.93	135,470.44	4,397.40	0.00
Transport/Haul - Dawson Creek (SW)	23,000.00	21,074.00	1,926.00	91.63	22,419.21	21,380.68	20,698.44
Transport/Haul - Hudson's Hope (SW)	70,000.00	55,809.68	14,190.32	79.73	69,020.75	62,906.74	62,884.94
Transport/Haul - NP Haul All PL6 (SW)	155,000.00	82,324.36	72,675.64	53.11	149,765.58	134,020.29	170,002.79
Transport/Haul - Pouce Coupe (SW)	1,500.00	1,185.00	315.00	79.00	1,185.00	1,185.00	1,185.00
Transport/Haul - SP Haul All PL6 (SW)	350,000.00	277,222.61	72,777.39	79.21	348,477.81	334,998.22	361,829.61
Transport/Haul - Taylor (SW)	12,500.00	6,240.00	6,260.00	49.92	18,720.00	6,240.00	12,720.00
Transport/Haul - Tumbler Ridge (SW)	105,000.00	93,917.46	11,082.54	89.45	105,423.39	104,111.13	122,156.51
Transport/Haul - Misc Transfer Stations	9,000.00	4,911.10	4,088.90	54.57	8,271.28	12,805.02	10,941.32
Extra Charges Recoverable	0.00	210.00	(210.00)	0.00	1,059.50	702.50	432.50
Recycling - NEAT (SW)	345,780.00	315,270.00	30,510.00	91.18	340,700.00	349,999.98	328,000.02
Recycling - RecycleIt (SW)	1,800,000.00	774,624.55	1,025,375.45	43.03	1,980,138.60	1,816,244.02	1,772,385.89
Recycling - Taylor Site Rental	6,000.00	5,500.00	500.00	91.67	6,000.00	6,000.00	6,000.00
MMBC Municipal Recycle Reimbursement	10,000.00	8,248.53	1,751.47	82.49	10,572.56	0.00	0.00
New Clean-up Program (SW)	100,000.00	79,292.72	20,707.28	79.29	116,819.85	112,786.06	110,892.82
Water Monitoring - Bessborough LF	20,000.00	19,592.49	407.51	97.96	16,490.47	18,952.61	9,632.16
Water Monitoring - Chetwynd LF	18,000.00	16,519.26	1,480.74	91.77	20,630.59	13,545.76	16,391.61
Water Monitoring - Dawson Creek TS	26,500.00	15,516.45	10,983.55	58.55	15,668.53	15,739.28	15,673.06
Water Monitoring - North Peace LF	25,500.00	10,680.89	14,819.11	41.89	8,321.57	13,136.37	12,567.69
Water Monitoring - Mile 62.5 TS	5,500.00	4,915.71	584.29	89.38	4,617.48	4,173.72	2,314.57
Water Monitoring - Rose Prairie	23,000.00	13,943.00	9,057.00	60.62	14,508.08	13,916.74	11,360.07
Water Monitoring - Hudson's Hope TS	11,000.00	6,438.46	4,561.54	58.53	5,722.49	3,488.82	4,511.37
Water Monitoring - Moberly Lake TS	4,500.00	4,744.23	(244.23)	105.43	1,599.92	3,823.31	216.00
Water Monitoring - Taylor TS	11,000.00	7,508.21	3,491.79	68.26	5,949.90	6,979.44	5,623.24
Water Monitoring - Misc. Trsf Stns	2,500.00	0.00	2,500.00	0.00	0.00	0.00	0.00
Water Monitoring - East Pine	10,000.00	4,402.07	5,597.93	44.02	4,621.49	3,293.67	7,809.86
Water Monitoring - Groundbirch	11,000.00	7,158.19	3,841.81	65.07	5,448.94	4,014.62	3,898.07
Water Monitoring - Milligan Creek	5,500.00	6,832.11	(1,332.11)	124.22	4,806.05	3,754.55	5,116.07
Water Monitoring - Mile 98	4,500.00	3,094.73	1,405.27	68.77	1,387.24	3,035.99	1,729.75
Mitigation of Closed Landfills	50,000.00	200.00	49,800.00	0.40	8,942.50	0.00	0.00
SW Capital - Bessborough LF	118,000.00	78,485.92	39,514.08	66.51	(0.38)	59,082.15	0.00
SW Capital - Chetwynd LF	0.00	0.00	0.00	0.00	972,358.15	56,725.14	0.00
SW Capital - Dawson Creek TS	0.00	0.00	0.00	0.00	0.00	373,048.76	0.00
SW Capital - North Peace LF	1,922,000.00	1,868,711.52	53,288.48	97.23	2,706,474.17	835,373.46	27,805.47
SW Capital - Upper Halfway TS	0.00	0.00	0.00	0.00	7,252.22	391,462.94	31,830.79
SW Capital - Equipment	86,000.00	88,553.31	(2,553.31)	102.97	0.00	0.00	0.00
SW Capital - Miscellaneous	50,000.00	7,000.00	43,000.00	14.00	35,495.23	0.00	6,441.40
SW Capital - Lone Prairie TS	0.00	932.00	(932.00)	0.00	0.00	28,350.28	2,500.00
SW Capital - Moberly Lake TS	0.00	0.00	0.00	0.00	19,125.51	364,665.01	3,000.00
SW Capital - ROLLA TS	0.00	0.00	0.00	0.00	8,055.01	423,730.74	440.00
SW Capital - Lebell TS	0.00	600.00	(600.00)	0.00	0.00	0.00	4,745.25
SW Capital - Doig River TS	0.00	1,044.55	(1,044.55)	0.00	0.00	0.00	300.00
SW Capital - Landfill Gas Project	150,000.00	17,179.70	132,820.30	11.45	0.00	65,749.29	1,325,759.27
Total EXPENDITURES	16,894,964.00	13,831,312.94	3,063,651.06	81.87	14,912,534.44	12,650,211.77	12,661,117.03

Solid Waste



For Period Ending 30-Nov-2017

Solid Waste	2017 BUDGET	2017 ACTUAL	DIFFERENCE	PERCENTAGE	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
As of Nov. 30/17			ACTUAL TO BUDGET	ACTUAL TO BUDGET			
Total Surplus (-)/Deficit	0.00	(3,527,428.76)	3,527,428.76	0.00	(1,404,094.13)	(1,675,653.53)	(1,493,253.79)



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.

Adopted by the Regional Board: May 26, 2016
RD/16/05/20 (26)