

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT COMMISSION



**REGULAR MEETING OF
December 4th, 2023**

**Mountain View County
Council Chambers**

9:00 am Start Time



Regular Meeting

9:00 am – Monday, December 4th, 2023

Mountain View County – Council Chambers

1.0 Call to Order - Chair

2.0 Agenda

- Additions or deletions of the agenda.
- Adoption of Agenda.

3.0 Minutes

- Confirmation of September 25th, 2023 Regular Meeting Minutes (Attached)

4.0 Delegation

- Eco-Growth Presentation – Organic and Recycling Processing Proposal
- Discuss proposed pilot program considered for Sundre Transfer Station

5.0 Business

5.1 Business Arising from Prior Meetings

- Resolution# 4423: Shredder lease early payment

5.2 Landfill Operations Report

- Landfill operations report to October 31st, 2023.

5.3 Statement of Financial Results

- (Unaudited) Financial performance to October 31st, 2023.

5.4 Extended Producer Responsibility – Program Update

- Commission's options for recycling
- Individual Town applications

6.0 Reports

6.1 CAO Report

7.0 Confidential Items

7.1 2024 Cost of Living Allowance

7.2 Board in-camera session

8.0 Next Meetings, Events

Meetings will be held at 9:00 am at the Mountain View County Offices (Unless specified otherwise). **Subject to Approval at Organizational Meeting.**

- *March 25th, 2023 – Placeholder for tentative meeting*
- April 29th, 2023 – Annual General Meeting
- April 29th, 2023 – Regular Meeting (After Regular Meeting)
- July 22nd, 2023 – Regular Meeting
- September 23rd, 2023 - Regular Meeting
- November 27th, 2023 – Organizational Meeting
- November 27th, 2023 – Regular Meeting (After Org. meeting)

9.0 Adjournment



Mountain View Regional Waste Management Commission

Regular Meeting
Mountain View County Office
9:00 a.m.
September 25, 2023

MINUTES

In Attendance	Greg Harris Shannon Wilcox Terry Thompson James Cummings Richard Warnock	Chair, Mountain View County Vice-Chair, Town of Carstairs Village of Cremona Town of Olds Town of Sundre
Staff	Michael Wuetherick Ryan Verbonac Lindsay Miller	CAO Operations Manager Office Manager
Regrets	Ron Cameron Bill Windsor	CFO Town of Didsbury
<u>1. CALL TO ORDER</u>	Chair Greg Harris called the meeting to order at 9:03 a.m.	
<u>2. AGENDA</u>		
2.1 Addition or Deletions of the Agenda	None.	
2.2 Adoption of Agenda	<u>Resolution #40-23</u> Moved by James Cummings THAT the agenda for the September 25, 2023 Regular Meeting be adopted as presented. CARRIED unanimous	
<u>3. ADOPTION OF MINUTES</u>		
3.1 Minutes of July 24, 2023 Regular Meeting	<u>Resolution #41-23</u> Moved by Richard Warnock THAT the MVRWMC Board approve the minutes of the July 24, 2023 Regular Meeting as presented. CARRIED unanimous	

4. BUSINESS

**4.1 Business
Arising from
Prior Meetings**

None.

**4.2 Landfill
Operations Report**

Resolution #42-23

Moved by Shannon Wilcox
THAT the MVRWMC Board accept as information
Administration's landfill operations report of tonnage received at
the landfill up to August 31, 2023.

CARRIED unanimous

**4.3 Statement
Of Financial
Results**

Resolution #43-23

Moved by James Cummings
THAT the MVRWMC Board accept as information the financial
report (Unaudited) for the Commission for the period ended July
31, 2023.

CARRIED unanimous

**4.4 Allocation of
Unrestricted
Reserves to Shredder
Lease Capital**

Resolution #44-23

Moved by James Cummings
THAT the MVRWMC Board authorizes Administration
to transfer up to \$350,000.00 from unrestricted reserves to pay
down a portion of the Capital Lease for the Shredder.

CARRIED unanimous

Break at 9:58 a.m. to 10:05 a.m.

**4.5 2024 Operating
And Capital Budget**

Resolution #45-23

Moved by Richard Warnock
THAT the MVRWMC Board approve the 2024 operating and
capital budget as presented.

CARRIED unanimous

Resolution #46-23

Moved by James Cummings
THAT the MVRWMC Board approve the 2024 Fee Schedule as
presented.

CARRIED unanimous

5. REPORTS

**5.1 CAO
Report**

Resolution #47-23

Moved by Shannon Wilcox
THAT the MVRWMC Board accept as information the CAO
report for the period from July 18, 2023 through September 21,
2023.

CARRIED unanimous

6. CONFIDENTIAL ITEMS

None.

7. NEXT MEETINGS, EVENTS

**7.1 November 27, 2023 Organizational Meeting – 9:00 a.m. Mountain View County
Office**

**7.2 November 27, 2023 Regular Meeting – Following Organizational Meeting,
Mountain View County Office**

8. ADJOURNMENT

Greg Harris adjourned the Regular Meeting of September 25,
2023 at 10:56 a.m.

Chair

CAO



Mountain View Regional Waste Management Commission

Delegate Presentation

Meeting Date: December 4th, 2023

Reference: 100/2023.06

TITLE: 4.0 – Eco-Growth Organics and Blue Cart Pilot Project Proposal

RECOMMENDATION:

THAT the MVRWMC Board accept as information Eco-Growth's proposal on a pilot project to process organics and recycling from the Town of Sundre.

Background:

The Commission has been approached by Julie Denhamer with Eco-Growth regarding a proposed pilot project focused on processing of organic waste, and shredding of blue-cart recycling products. The initial pilot is proposed to receive green and blue cart materials from the Town of Sundre for processing at the Commission's Sundre Transfer Station.

Many directors may have already been introduced to Eco-Growth at a recent MAP presentation. Eco-Growth was directed by MAP to contact the Commission to review the potential application of this technology in the MV County region.

Eco-Growth is proposing to operate a pilot project to demonstrate the technology's targeting the following objectives:

1. Process organic waste streams (Green Cart) plus other natural/fiber materials such as cardboard into a biomass fuel, while also reducing weight by 80%.
2. Shred plastics from blue-cart and sold to an off-site plastic dimensional lumber manufacturer.

Eco-Growth has primarily been in discussions with the Town of Sundre, with the Commission's role at the point limited to preliminary discussions about re-purposing the Sundre Transfer Station building. The pilot program will be operated solely by Eco-Growth, and the Commission will not be providing any services or staff to operate the facility under. Should the pilot be successful, it may offer a lower cost option to all Commission members. However, each member would remain responsible for contracts with green and blue cart processing.

At this point, the Commission has not engaged in discussing contracts with Eco-Growth until direction is provided from the Board. If the Board wishes to proceed, a formal contract will be developed with Eco-Growth to establish the representations and warranties, covenants, and legal responsibilities of both parties. Again, the Commission's role is most likely limited to essentially a landlord function, however provisions to limit inventory of waste products, odor control, etc. will need to be worked out. Finally, Eco-Growth may require a business license/approval from the County to run a waste processing facility within the county.

Business/Contractual Background

The Commission does not currently, nor intend to, provide collection, transportation and processing of green cart or blue cart programs. Through the Waste Services Agreements, members are required to deliver MSW to the landfill, but the hauling of all waste streams is at the Municipal level.

Specifically in the case of Green and Blue cart programs, members will have their own contract hauling contractors who provide the collection services and are then free to "process" the materials at the sole discretion of the service provider. As we have learned at the Commission, recycling is challenged by high levels of contamination and lack of markets for processed materials. At the landfill we continue to receive loads of blue-cart materials, either from our own members or external sources.

The Didsbury landfill is unable to accept green cart materials as our landfill license excludes these product streams from the current operating license. Again, members typically use contract services to collect and transport compost, with most of the materials going to Stickland Farms located west of Penhold in Red Deer County.

It is important to understand from the Commission's perspective that there is currently no contractual service obligation to process green and blue cart materials from member municipalities. Therefore, with respect to the proposed pilot, Administration is reluctant to take on any additional risk and/or costs to operate the pilot.

The opportunity for the Commission is to utilize the Sundre Transfer station which could generate revenue from leasing the current facilities to Eco-Growth for the pilot and potential longer-term use of the facility. The Sundre Transfer station includes a large building with a walking floor loading dock that has sat unused since the Commission stopped its recycling sorting/processing services many years ago.

The following pictures of the proposed facility for consideration of the pilot project.



Attachments:

1. Eco-Growth Presentation – December 4th, 2023

Prepared: Michael Wuetherick, P.Eng.,
Chief Administrative Officer, MVRWMC

MOUNTAINVIEW WASTE COMMISSION - SUNDRE

Eco-Growth

ABOUT

Eco-Growth equipment provides the ability to not only divert recyclables and compostables from the landfills; It processes all organic waste (green bin) as well as yard waste, feed lot (animal waste), wood and cardboard and any compostable material into pathogen free dirt 'biomass'. Plastics are shredded, melted and produced into post consumer materials.



PROBLEM

REDUCE LANDFILL WASTE

Reduce overall landfill volumes.

REDUCE ADMINISTRATION

Reduce administration time and associated costs.

RECYCLABLES NOT RECYCLED

Ensure landfill waste is the **only** waste being dumped in the landfills.

NO ESG STORY

Currently waste is dumped wherever there is a landfill, rather than recycling recyclable waste in an effective manner, while working to reduce waste disposed of in the landfills.

REDUCE TRANSPORT COSTS

Decrease the distance waste is transported to landfills and 'recycling'.



SOLUTION

- Eco-Growth reduces mass by 80% & diverts waste from landfill
- Eco-Growth will use one centralized location
- Reduces transport and administration costs
- Organic & SSR waste diverted from landfill: ESG scope 3 compliant
- The biomass produced by Eco-Growth can be used as either garden fertilizer or a fuel source*
- Shredded plastics are taken away at no cost and used to manufacture plastic goods such as recycled dimensional lumber

Eco-Growth will not only substantially reduce the amount of material going into the land fill, but will lower the administration and transportation costs at the same time.

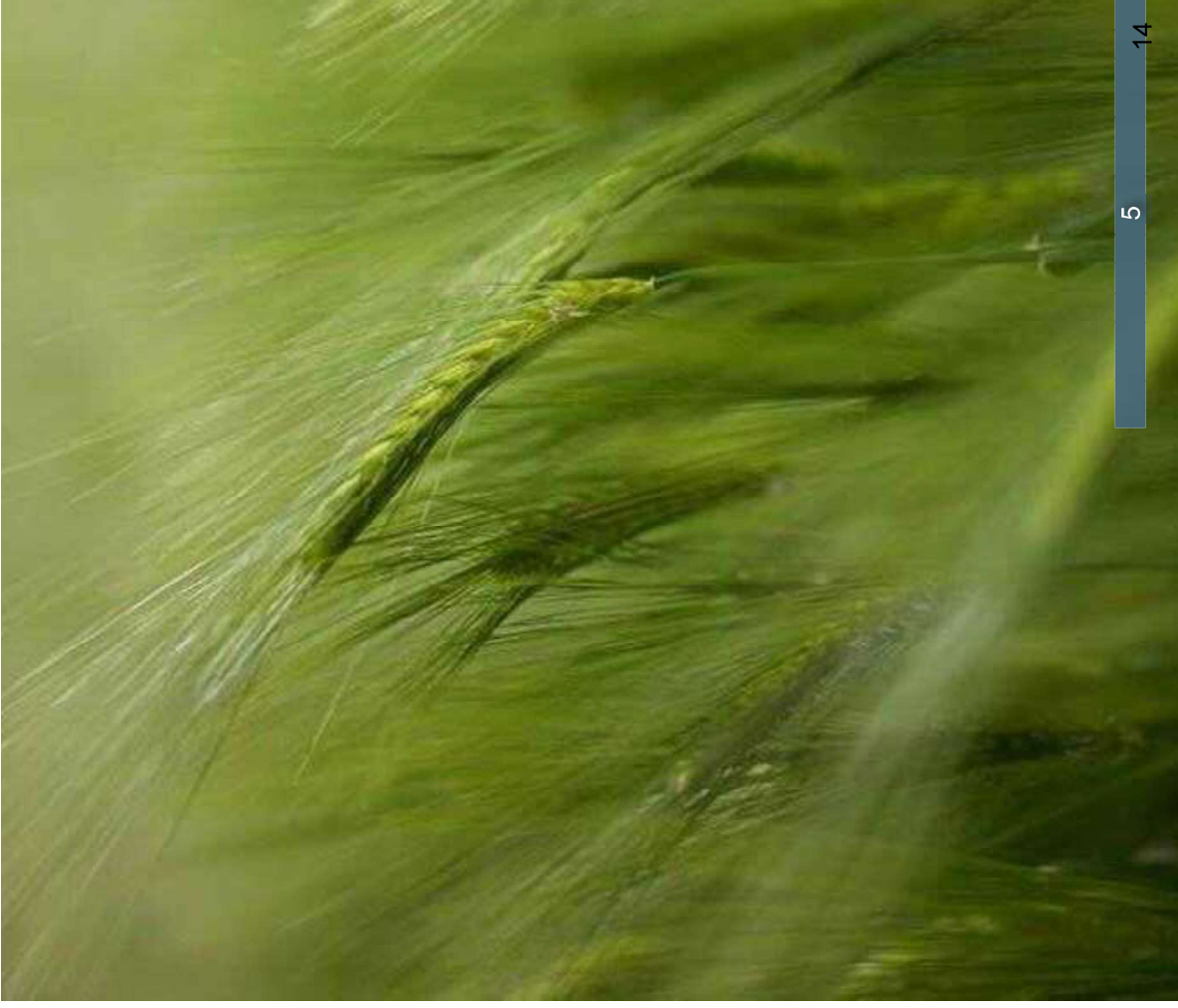
NEXT STEPS

The project begins with a pilot project intended to begin in Q1 of 2024. With a successful conclusion of the pilot, the ongoing intention is for Eco-Growth to provide a fixed price “one line” solution for Sundre’s waste management.

The pilot and the ongoing solution envisions utilizing the Sundre Waste Transfer building as the Eco-Growth Waste Transfer station where all the garbage is to be delivered and processed.

Cost estimates, RFQs for install and waste transport (working in conjunction with E360 Solutions from Sundre to the Sundre Waste Transfer Station have been provided, **final all inclusive package pricing is anticipated to be lower than current costs.**

We would staff the transfer station to receive and process waste. (Pilot project) anticipates 3-5 half days required to process Sundre’s waste. Days are on the day of Sundre waste pick up day and 2-4 days after. Dehydrated material and shredded cardboard and plastics are picked up regularly. Nothing will be stored on site.



NEXT STEPS ► LOGISTICS



- Begin with a pilot plan - processing Sundre's waste
- ESG - Deliver reporting on waste diverted, cost savings / cost stabilization
- Include other MAP towns waste processing at Sundre Waste Transfer site
- *Future consideration would be to add Eco-Growth equipment that can produce energy using your biomass (dehydrated waste & shredded cardboard/wood)

DAILY OPERATIONS

11.5-30 TONS
MONTHLY

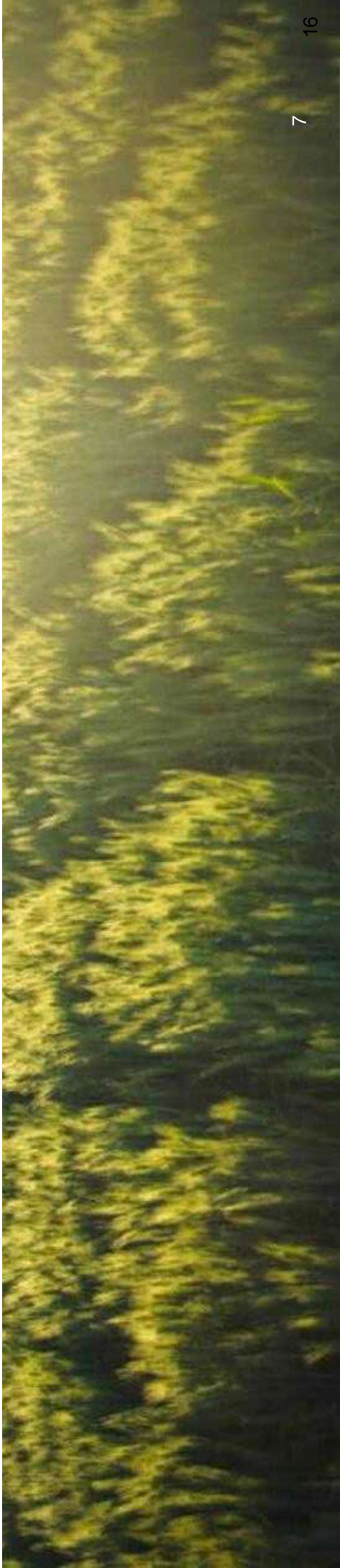
TRANSPORT

BIOMASS

3.5-5 days to process waste
Operating: Wednesday - Friday/Sunday
(Seasonal High May - September)

E360 to pick up as usual
Deliver Organic & SSR Wednesday

Trucked away monthly
Dehydrated Dry dirt & shredded plastics
& Cardboard is hauled away monthly.





QUESTIONS?

PILOT LENGTH

- Three months
- Based on a successful 3 month pilot, we would seek an initial 3 year contract that is extendable and reviewable on an annual basis

WASTE VOLUME-THROUGHPUT

- Waste delivered every 3rd Wednesday

EQUIPMENT

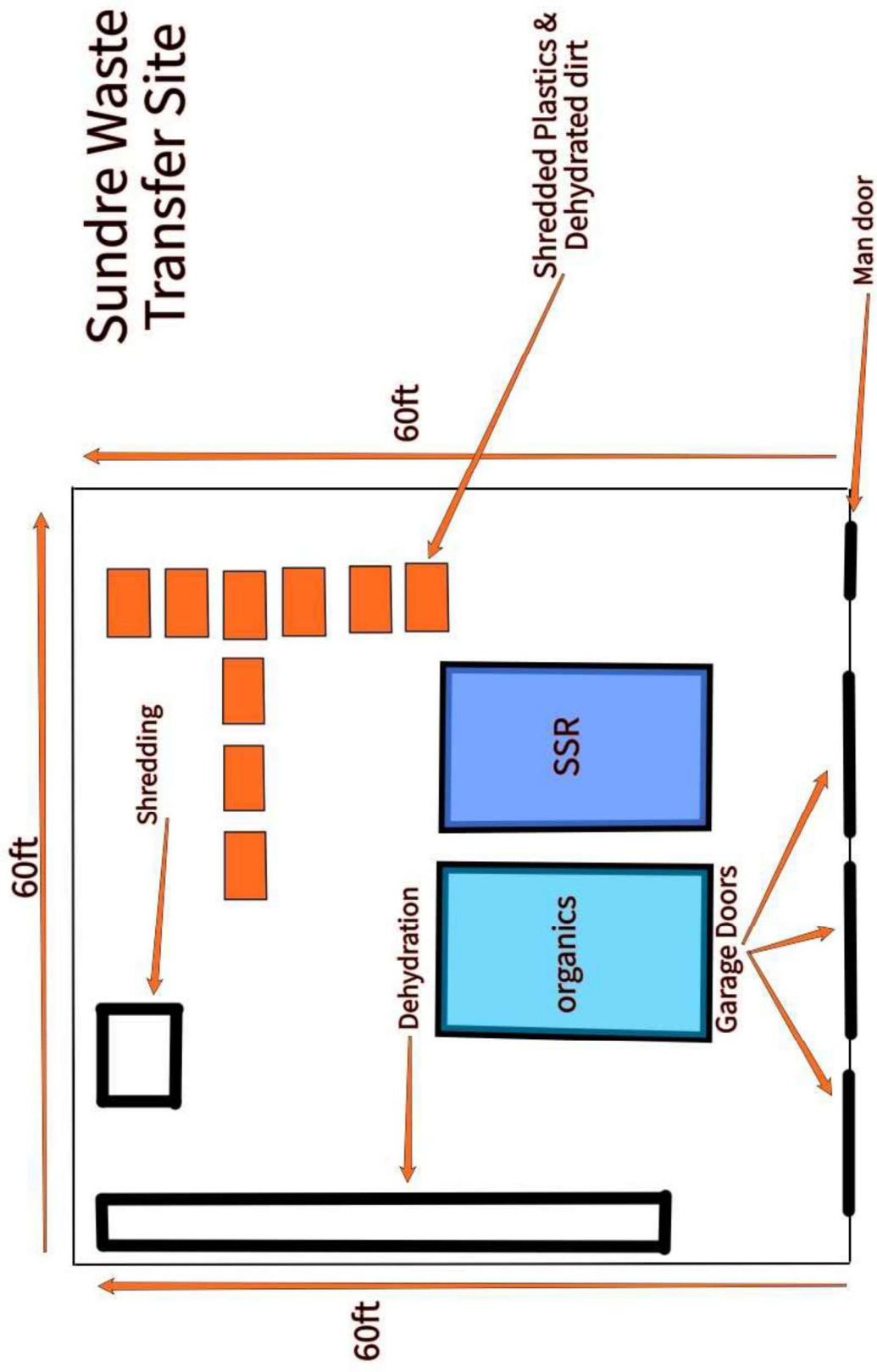
- 2 Dehydrators
- 1 Shredder
- Water membrane bins to hold biomass & shredded cardboard & plastics

BUILDING & TEAM

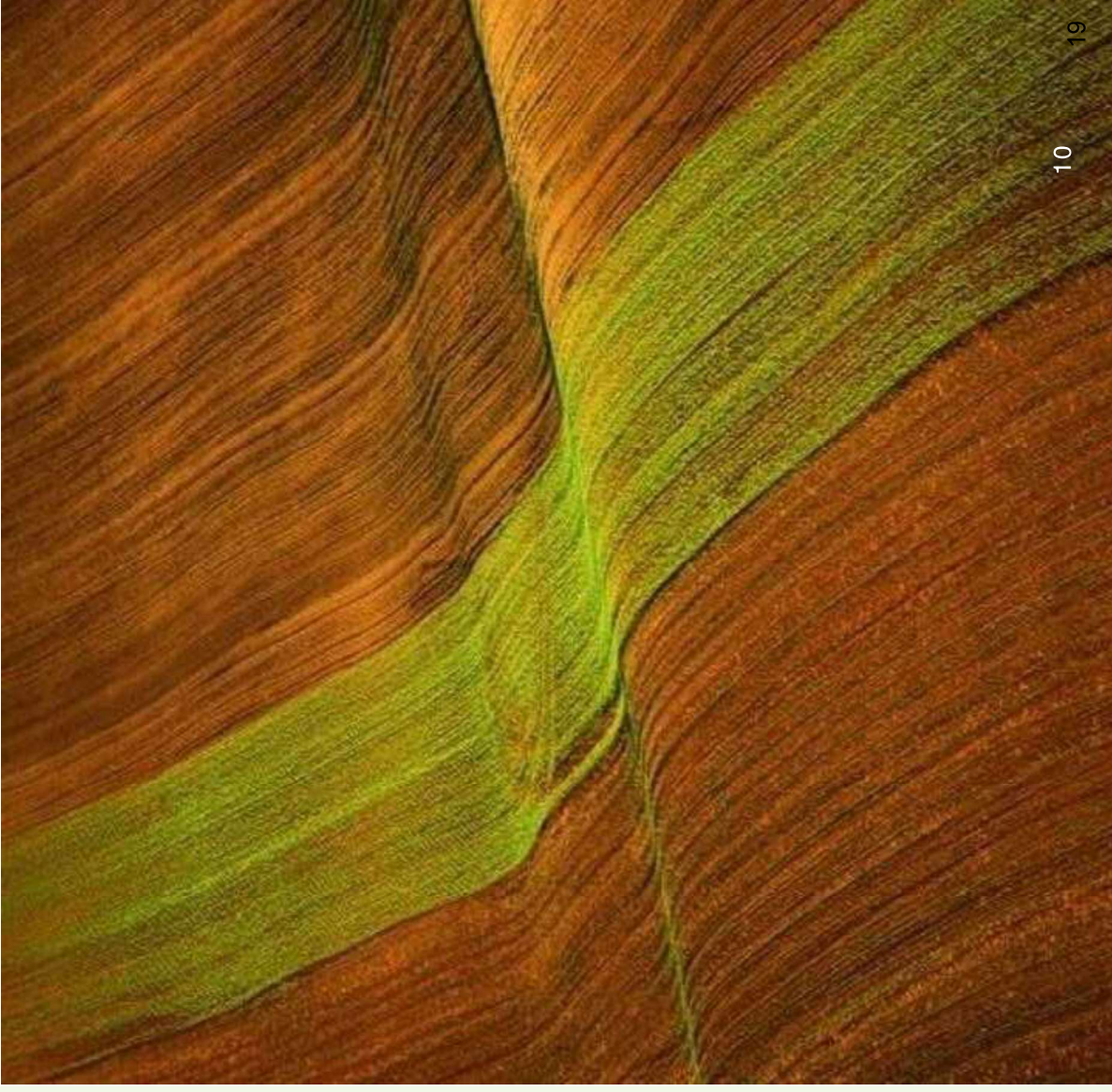
- Location: Sundre Waste Transfer station
- Casual labourers plus me receiving and processing waste
- Layout to follow

SMELLS & WASTE STORAGE

- Dehydrated dirt - pathogen free, no smells
- Dirt and shredded plastics stored in water totes
- Dirt and shredded plastics picked up monthly
- Organics & SSR dropped in bins on receipt
- Organics don't smell once in the dehydrator - air handling/ purification not required



THANK YOU





Mountain View Regional Waste Management Commission

Request for Decision

Meeting Date: December 4th, 2023

Reference: 100/2023.07

TITLE: 5.1 – Report on Business Arising from Previous Meetings

RECOMMENDATION:

THAT the MVRWMC Board accept as information Administration's update on the progress of business arising from previous meetings.

The CAO report on the status of ongoing business arising from previous meetings:

5.1.1 – Accelerated Shredder Lease Payments

Pursuant to resolution 44-23 (September 2023), the Board authorized Administration to transfer up to \$350,000 from unrestricted reserves to pay down a portion of the Capital Lease for the shredder.

The lease agreement bases the interest rates on Canadian Dollar Offered Rate (CDOR) referred to as bankers' acceptance with the interest rate currently being below the interest rate being paid on the Commission's unrestricted cash reserves. In other words we are currently earning more than we are paying on the proposed \$350,000 in the bank. As interest rates drop, the spread may improve further, lowering the net costs.

RBC is preparing a longer-term investment proposal for consideration to lock in long-term GIC's and a fixed interest rate that will maximize the net present value to the Commission. Current unrestricted reserves are over \$1.2 mm as the cash accounts are flush with the Q4-23 municipal fee for services.

Prepared: Michael Wuetherick, P.Eng.,
Chief Administrative Officer, MVRWMC



Mountain View Regional Waste Management Commission

Request for Decision

Meeting Date: December 4th, 2023

Reference: 100/2023.06

TITLE: 5.2 – Landfill Report on Operations to October 31st, 2023

RECOMMENDATION:

THAT the MVRWMC Board accept as information Administration's landfill operations report of tonnage received at the landfill up to October 31st, 2023.

Background:

Operations up to the end of October have remained strong across all product categories, except hydrocarbon soil receipts. Tonnage across all business units tends to decline in the fall compared to the seasonal peaks typical in the summer months. Commercial sales are now 10.9% above budget, with 1,397 tonnes above budget YTD for a cash variance of \$135,512. Including all categories, surplus revenue compared to budget stands at \$129,373.

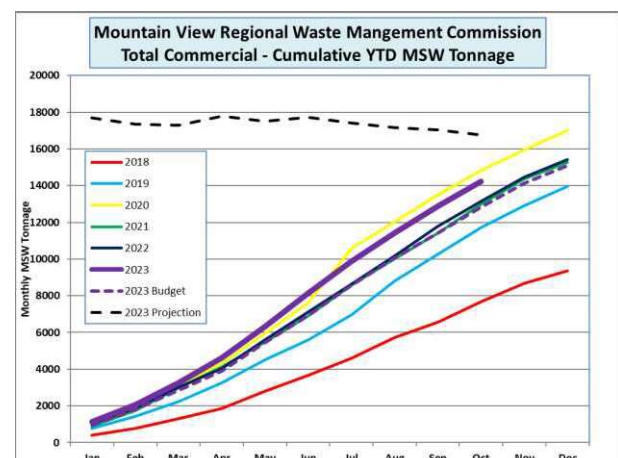
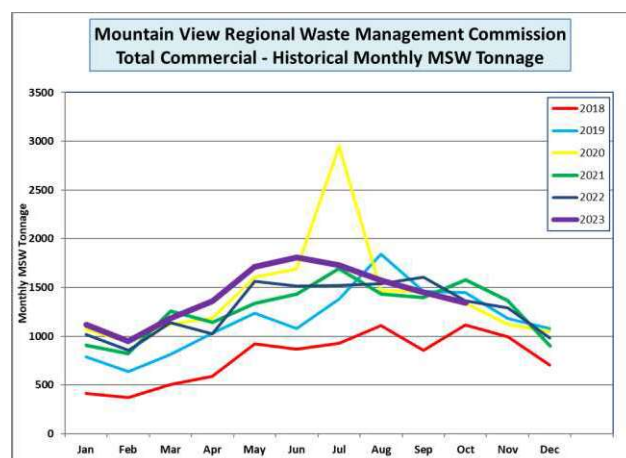
Reported Updated as at: October 31st, 2023	Budget Comparison (Tonnes) - Year to Date				Revenue Comparison (\$) - Year to Date		
	Sales	Budget	Variance	Variance(%)	Sales	Budget	Variance
Commercial Tipping (Uncontracted @ \$97/tonne)	14,231.5	12,834.4	1,397.0	10.9%	\$1,380,454	\$1,244,941	\$135,512
Municipal Tipping - Olds	1,146.1	1,032.9	113.2	11.0%	\$111,170	\$100,189	\$10,981
Municipal Tipping - Sundre	281.8	277.6	4.1	1.5%	\$27,331	\$26,931	\$400
Municipal Tipping - Cremona	76.5	78.4	-1.9	-2.4%	\$7,423	\$7,606	-\$182
Municipal Tipping - Didsbury	839.2	812.2	27.1	3.3%	\$81,405	\$78,779	\$2,626
Municipal Tipping - Carstairs	932.7	876.3	56.4	6.4%	\$90,473	\$85,005	\$5,467
Sub-total Municipal Tipping (@ \$97/tonne)	3,276.3	3,077.4	198.9	6.5%	\$317,802	\$298,510	\$19,292
Didsbury Transfer (@ \$97/tonne)	1,797.7	1,681.0	116.7	6.9%	\$174,379	\$163,061	\$11,318
Water Valley Transfer Site (@ \$230/tonne)	369.8	338.2	31.6	9.4%	\$85,054	\$77,779	\$7,275
Sundre Transfer Site (@ \$230/tonne)	433.7	391.5	42.2	10.8%	\$99,760	\$90,046	\$9,714
Sub-total Transfer Station Tipping	2,601.3	2,410.7	190.5	7.9%	\$359,193	\$330,886	\$28,308
Cement (@ \$23/tonne)	631.5	514.8	116.6	22.7%	\$14,524	\$11,841	\$2,682
Metal (@ \$76/tonne)	190.6	187.0	3.6	1.9%	\$14,485	\$14,210	\$275
Sub-total Recycle Sales (Including Metals)	822.1	701.8	120.2	17.1%	\$29,008	\$26,051	\$2,957
Mattresses (@ \$10/unit)	2,570.0	2,008.2	561.8	28.0%	\$25,700	\$20,082	\$5,618
Couches & Chairs (@ \$5/unit)	1,807.0	1,041.7	765.3	73.5%	\$9,035	\$5,208	\$3,827
Sub-total Mattress & Chairs	4,377.0	3,049.9	1,327.1	43.5%	\$34,735	\$25,291	\$9,444
HC Contaminated Soil (at \$50/tonne)	344	1,667	-1,322.8	-79.4%	\$17,193	\$83,333	-\$66,140
Total YTD Landfill Sales Summary	21,275.0	20,691.1	583.9	2.8%	\$ 2,138,385	\$ 2,009,013	\$ 129,373

Based on the full-year projections, net revenue OVER budget projections has pulled back to \$135,587 compared to prior estimates of over \$200,000. The “shortfall” is entirely related to the lack of hydrocarbon soil that the projection model calculated earlier in the year. Despite the miss on HC soil revenue, all other major revenue categories are above budget estimates.

Reported Updated as at: October 31st, 2023	Budget Comparison (Tonnes) - Projection (P10/12)				Revenue Comparison (\$) - Projection (P9/12)		
	Projection	Budget	Variance	Variance(%)	Projection	Budget	Variance
Commercial Tipping (Uncontracted @ \$97/tonne))	16,749	15,105	1,644.2	10.9%	\$1,624,671	\$1,465,185	\$159,486
Municipal Tipping - Olds	1,367	1,232	135.0	11.0%	\$132,602	\$119,504	\$13,098
Municipal Tipping - Sundre	336	331	4.9	1.5%	\$32,583	\$32,107	\$476
Municipal Tipping - Cremona	91	93	-2.2	-2.4%	\$8,805	\$9,021	-\$216
Municipal Tipping - Didsbury	996	964	32.1	3.3%	\$96,625	\$93,508	\$3,117
Municipal Tipping - Carstairs	1,110	1,043	67.1	6.4%	\$107,678	\$101,171	\$6,507
Sub-total Municipal Tipping (@ \$97/tonne)	3,900	3,663	236.9	6.5%	\$378,293	\$355,311	\$22,982
Didsbury Transfer (@ \$97/tonne)	2,020	1,891	128.8	6.8%	\$195,923	\$183,427	\$12,496
Water Valley Transfer Site (@ \$230/tonne)	421	385	36.0	9.4%	\$96,833	\$88,550	\$8,283
Sundre Transfer Site (@ \$230/tonne)	486	439	47.4	10.8%	\$111,863	\$100,970	\$10,893
Sub-total Transfer Station Tipping	2,927	2,715	212	7.8%	\$404,618	\$372,947	\$31,671
Cement (@ \$23/tonne)	718	585	132.5	22.7%	\$16,503	\$13,455	\$3,048
Metal (@ \$76/tonne)	213	242	-29.4	-12.1%	\$16,160	\$18,392	-\$2,232
Sub-total Recycle Sales (Including Metals)	930	827	103.1	12.5%	\$32,663	\$31,847	\$816
Mattresses (@ \$10/unit)	2,879	2,250	629	28.0%	\$28,794	\$22,500	\$6,294
Couches & Chairs (@ \$5/unit)	2,168	1,250	918	73.5%	\$10,842	\$6,250	\$4,592
Sub-total Mattress & Chairs	5,048	3,500	1,548	44.2%	\$39,636	\$28,750	\$10,886
HC Contaminated Soil (at \$50/tonne)	413	2,000	-1,587.4	-79.4%	\$20,632	\$100,000	-\$79,368
Total Projected Landfill Sales Summary	24,919	24,310	609.1	2.5%	\$ 2,460,877	\$ 2,325,290	\$ 135,587

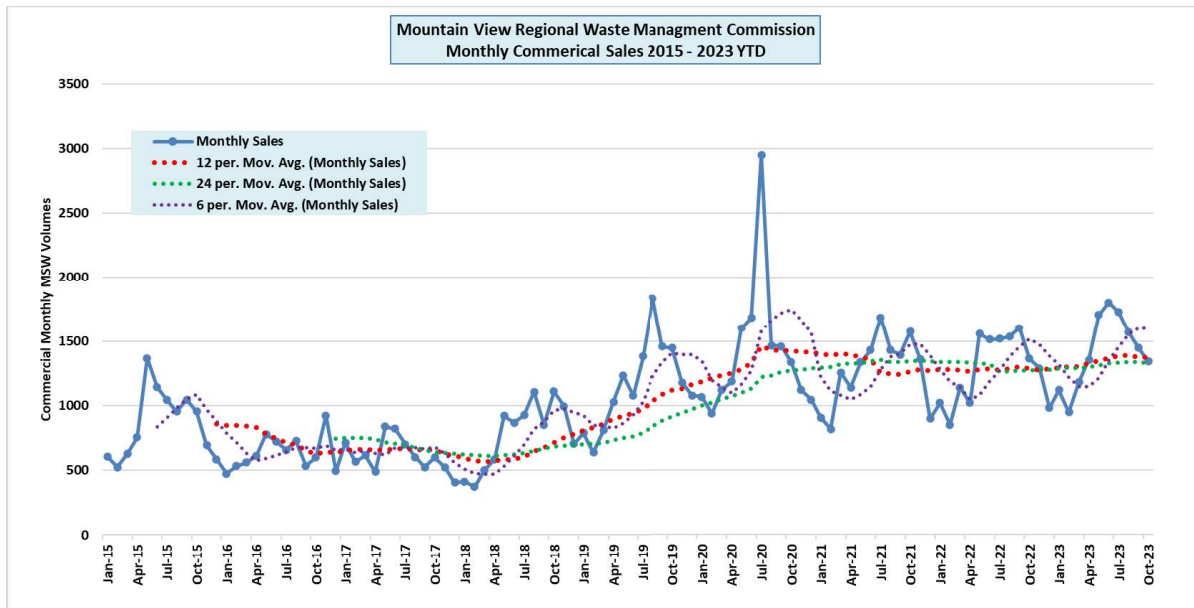
Commercial Tonnage:

As at October 31st, 2023, total commercial sales were 14,232 tonnes or 10.9% above the budget target of 12,834 tonnes for this time of year representing 85% of the full year 2022 budget of 15,105 tonnes. Overall, commercial sales accounted for 65% of total landfill tonnage receipts.



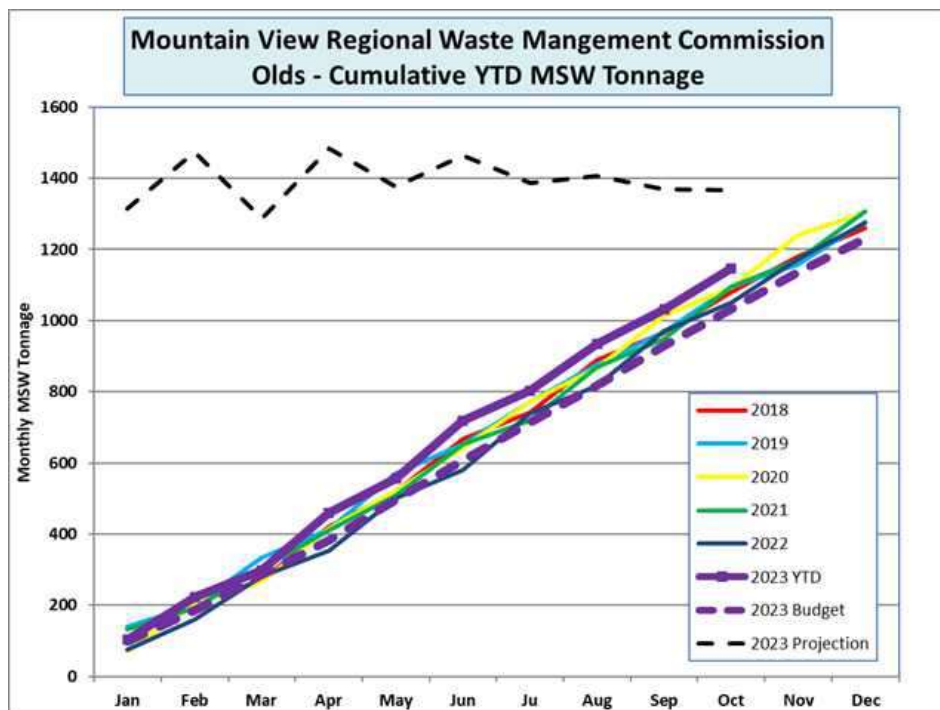
Commercial tonnage has slowed compared to prior years as the slope of the projection line is indicative of tonnage being lower than prior periods. However, commercial receipts are well in line with historical rates in Q3 and Q4 rates.

The 12-month moving average continues to be above the longer-term 24-month average despite the sharp drop in tonnage compared to the summer peaks. Tonnage in October-December historically has been 15-20% lower than the July peak rates.



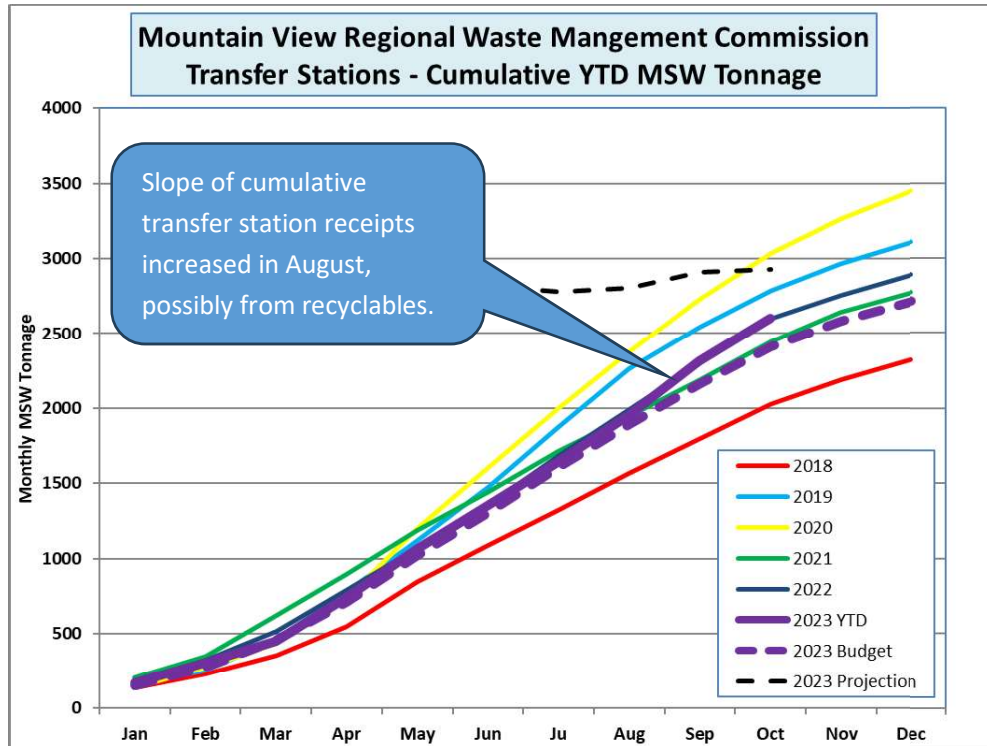
Municipal Tonnage:

In aggregate, municipal MSW tonnage to date collectively are now 6.5% above budget. The Towns of Olds and Carstairs are the only members above the forecast targets by more than 5%, which is the accuracy of the forecast model. Olds continues to outproduce forecasts on a monthly basis, but the driver behind the higher rates is unknown.

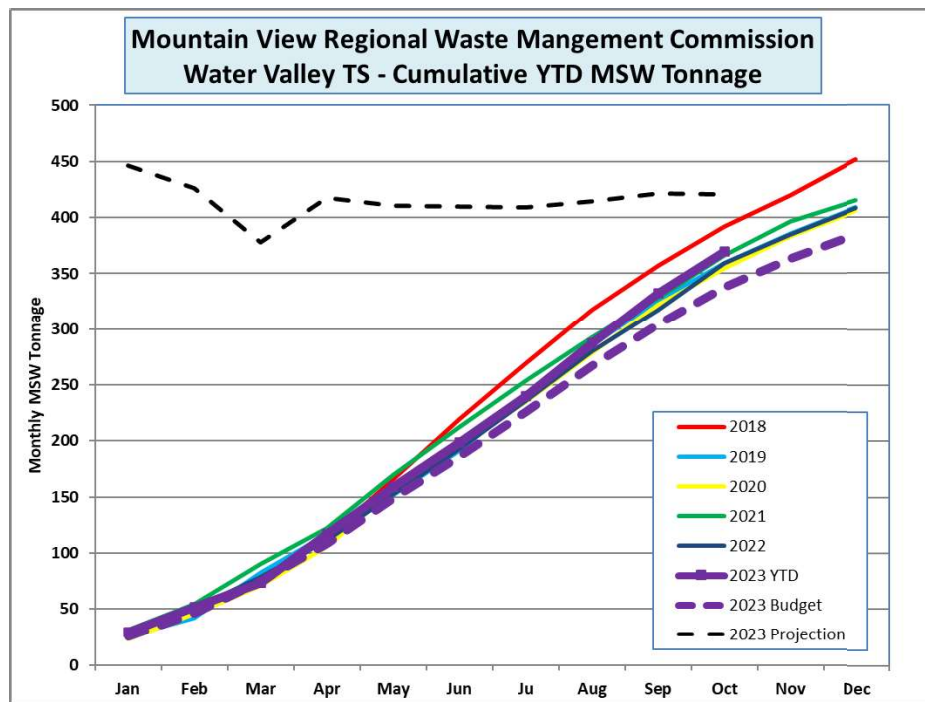


Transfer Stations:

Combined transfer station receipts to the end of October of 2601 tonnes remain 7.9% above budget expectations of 2411 tonnes. Administration is monitoring transfer station weights to see if the closure of the recycling stations will generate higher tonnage to the regional transfer stations.



Similarly, in Water Valley the slope of the cumulative tonnage graph increased about the same time as the recycling station was removed in the Village (April through October).



Recycle Sales:

For 2023, Recycle sales include revenue from cement and metal products, mattresses and couches/chairs added to the fee schedule in 2023. All four revenue categories are now above budget projections, contributing \$12,401 above budget projections with revenue from couches/chairs and mattresses accounting for the surplus.

Year-to-date HC Contaminated soil increased slightly since the last report to 344 Tonnes, however this category is likely to be significantly below budget expectations of 2000 Tonnes. For 2024, the budget HC soil has been reduced to 1,250 Tonnes (risked) although the board has approved up to 5,000 Tonnes to be used for road building in the new cell rather than excavating the current road system on the south face.

Attachments:

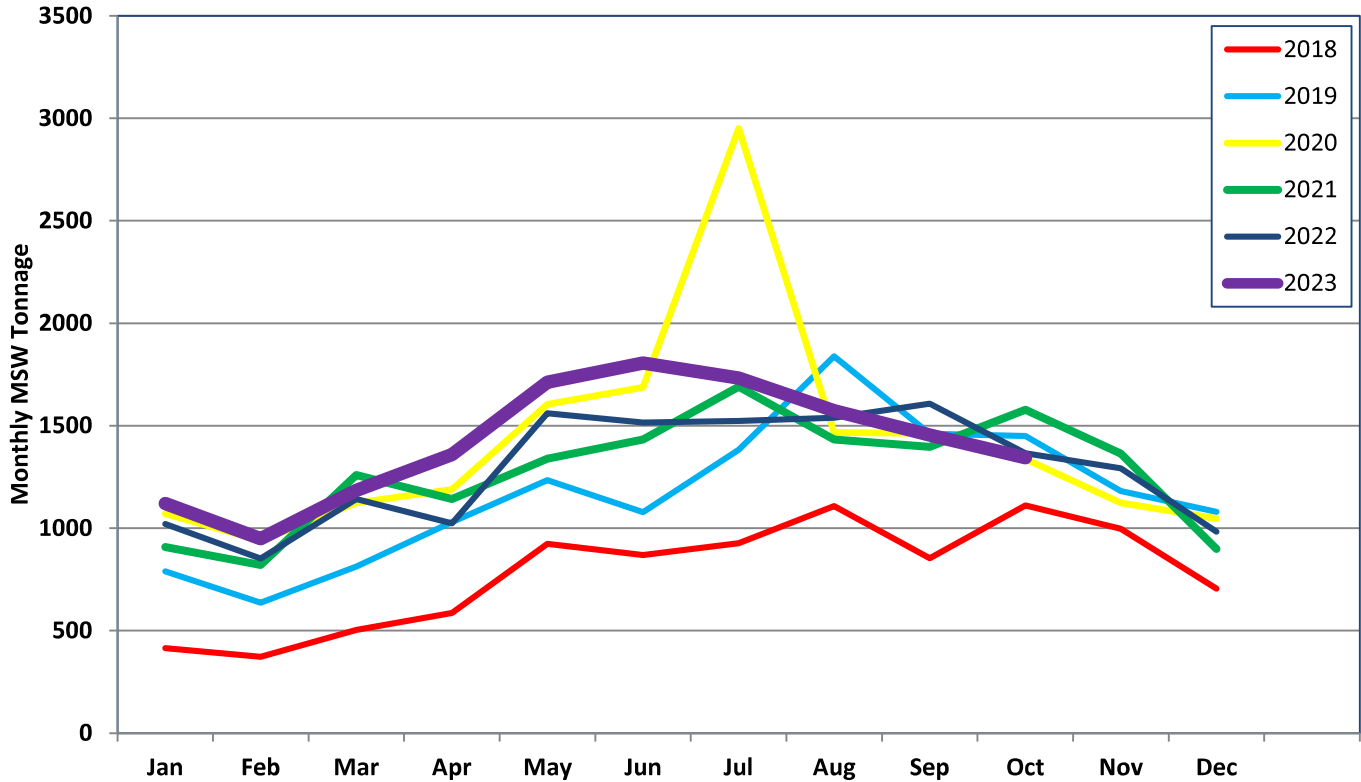
1. 2023 Monthly Landfill Tonnage Graphs
 - a. Commercial
 - b. Municipal
 - c. Transfer Stations
 - d. Recycling

Prepared: Michael Wuetherick, P.Eng.,
Chief Administrative Officer, MVRWMC

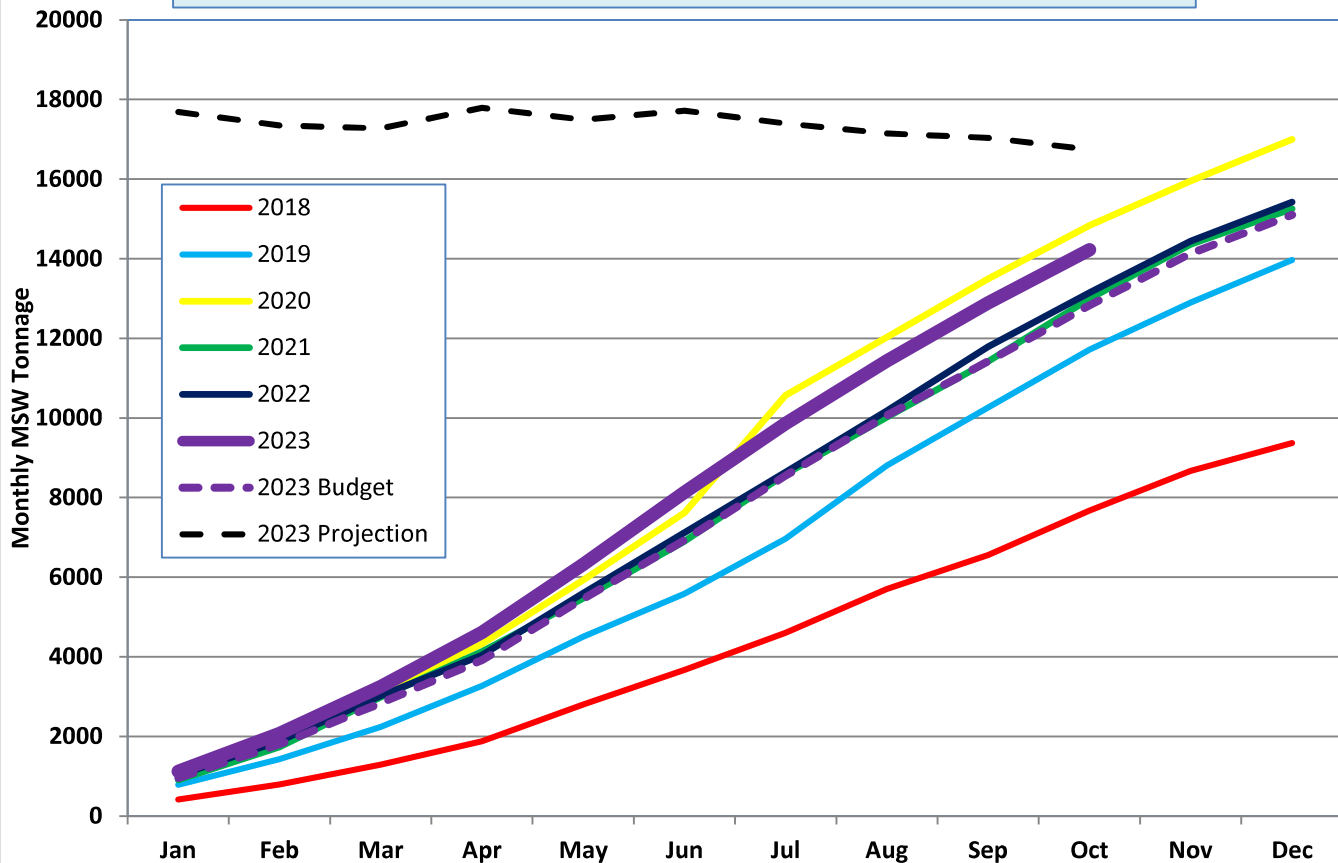
Reported Updated as at: October 31st, 2023	Budget Comparison (Tonnes) - Year to Date				Revenue Comparison (\$) - Year to Date		
	Sales	Budget	Variance	Variance(%)	Sales	Budget	Variance
Commercial Tipping (Uncontracted @ \$97/tonne))	14,231.5	12,834.4	1,397.0	10.9%	\$1,380,454	\$1,244,941	\$135,512
Municipal Tipping - Olds	1,146.1	1,032.9	113.2	11.0%	\$111,170	\$100,189	\$10,981
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Sub-total Transfer Station Tipping	2,601.3	2,410.7	190.5	7.9%	\$359,193	\$330,886	\$28,308
Cement (@ \$23/tonne)	631.5	514.8	116.6	22.7%	\$14,524	\$11,841	\$2,682
Metal (@ \$76/tonne)	190.6	187.0	3.6	1.9%	\$14,485	\$14,210	\$275
Sub-total Recycle Sales (Including Metals)	822.1	701.8	120.2	17.1%	\$29,008	\$26,051	\$2,957
Mattresses (@ \$10/unit)	2,570.0	2,008.2	561.8	28.0%	\$25,700	\$20,082	\$5,618
Couches & Chairs (@ \$5/unit)	1,807.0	1,041.7	765.3	73.5%	\$9,035	\$5,208	\$3,827
Sub-total Mattress & Chairs	4,377.0	3,049.9	1,327.1	43.5%	\$34,735	\$25,291	\$9,444
HC Contaminated Soil (at \$50/tonne)	344	1,667	-1,322.8	-79.4%	\$17,193	\$83,333	-\$66,140
Total YTD Landfill Sales Summary	21,275.0	20,691.1	583.9	2.8%	\$ 2,138,385	\$ 2,009,013	\$ 129,373

Reported Updated as at: October 31st, 2023	Budget Comparison (Tonnes) - Projection (P10/12)				Revenue Comparison (\$) - Projection (P9/12)		
	Projection	Budget	Variance	Variance(%)	Projection	Budget	Variance
Commercial Tipping (Uncontracted @ \$97/tonne))	16,749	15,105	1,644.2	10.9%	\$1,624,671	\$1,465,185	\$159,486
Municipal Tipping - Olds	1,367	1,232	135.0	11.0%	\$132,602	\$119,504	\$13,098
Municipal Tipping - Sundre	336	331	4.9	1.5%	\$32,583	\$32,107	\$476
Municipal Tipping - Cremona	91	93	-2.2	-2.4%	\$8,805	\$9,021	-\$216
Municipal Tipping - Didsbury	996	964	32.1	3.3%	\$96,625	\$93,508	\$3,117
Municipal Tipping - Carstairs	1,110	1,043	67.1	6.4%	\$107,678	\$101,171	\$6,507
Sub-total Municipal Tipping (@ \$97/tonne)	3,900	3,663	236.9	6.5%	\$378,293	\$355,311	\$22,982
Didsbury Transfer (@ \$97/tonne)	2,020	1,891	128.8	6.8%	\$195,923	\$183,427	\$12,496
Water Valley Transfer Site (@ \$230/tonne)	421	385	36.0	9.4%	\$96,833	\$88,550	\$8,283
Sundre Transfer Site (@ \$230/tonne)	486	439	47.4	10.8%	\$111,863	\$100,970	\$10,893
Sub-total Transfer Station Tipping	2,927	2,715	212	7.8%	\$404,618	\$372,947	\$31,671
Cement (@ \$23/tonne)	718	585	132.5	22.7%	\$16,503	\$13,455	\$3,048
Metal (@ \$76/tonne)	213	242	-29.4	-12.1%	\$16,160	\$18,392	-\$2,232
Sub-total Recycle Sales (Including Metals)	930	827	103.1	12.5%	\$32,663	\$31,847	\$816
Mattresses (@ \$10/unit)	2,879	2,250	629	28.0%	\$28,794	\$22,500	\$6,294
Couches & Chairs (@ \$5/unit)	2,168	1,250	918	73.5%	\$10,842	\$6,250	\$4,592
Sub-total Mattress & Chairs	5,048	3,500	1,548	44.2%	\$39,636	\$28,750	\$10,886
HC Contaminated Soil (at \$50/tonne)	413	2,000	-1,587.4	-79.4%	\$20,632	\$100,000	-\$79,368
Total Projected Landfill Sales Summary	24,919	24,310	609.1	2.5%	\$ 2,460,877	\$ 2,325,290	\$ 135,587

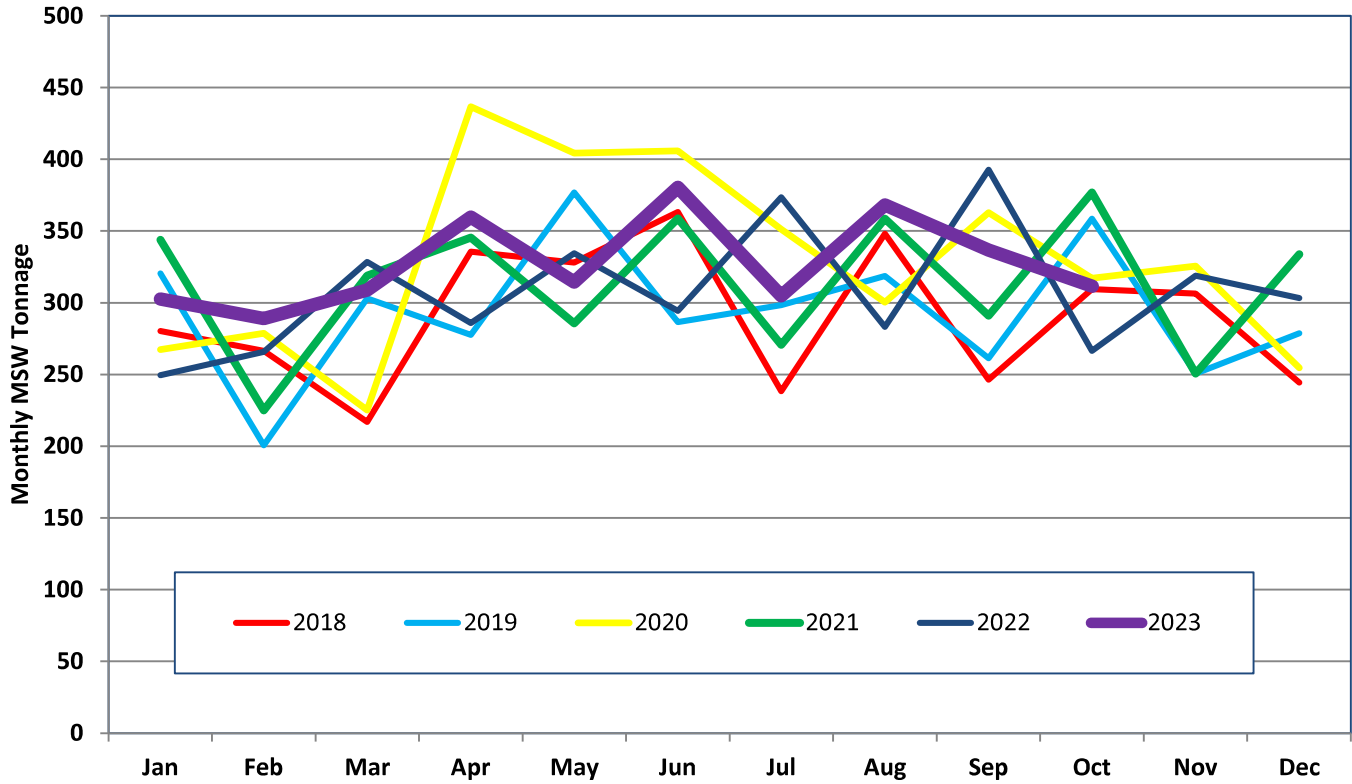
Mountain View Regional Waste Management Commission Total Commercial - Historical Monthly MSW Tonnage



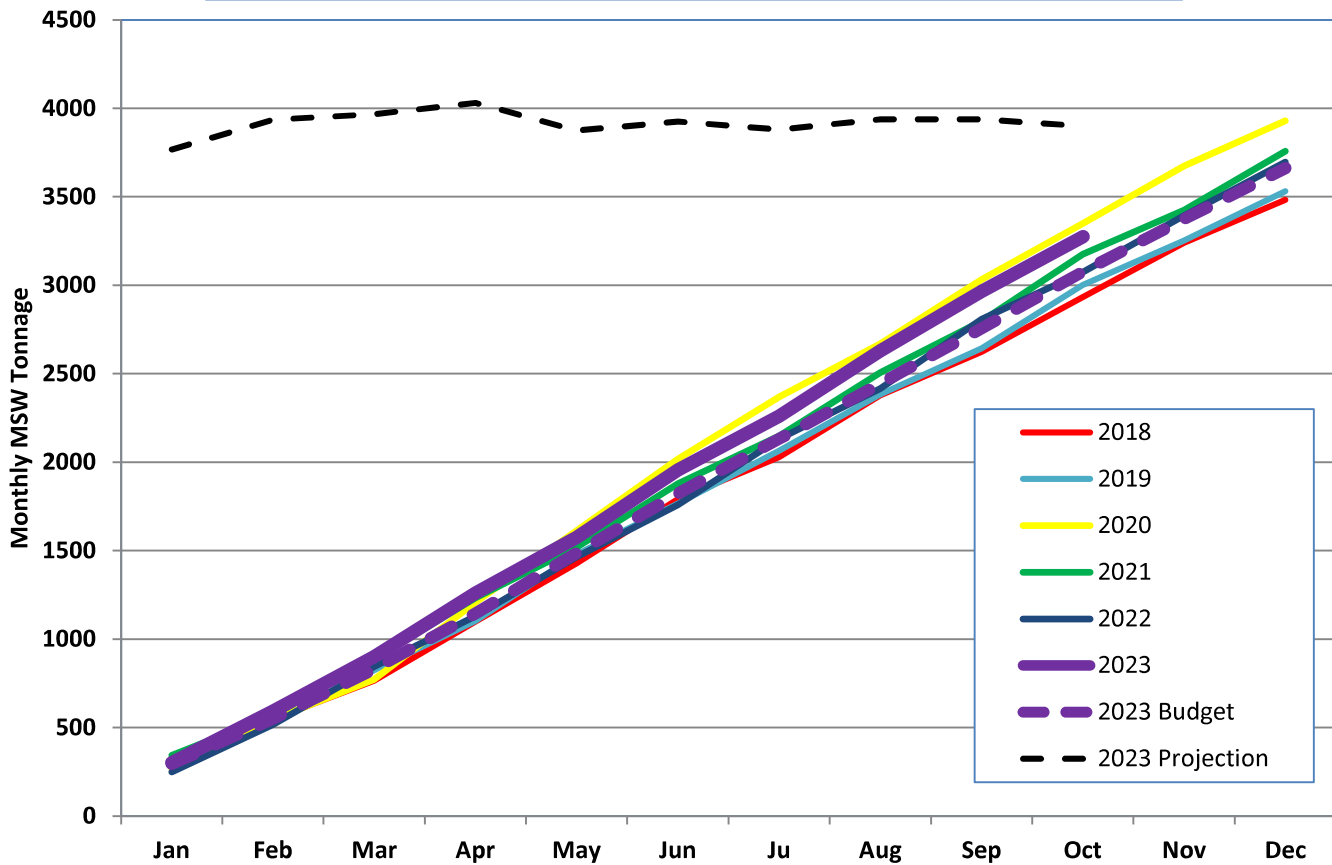
Mountain View Regional Waste Management Commission Total Commercial - Cumulative YTD MSW Tonnage



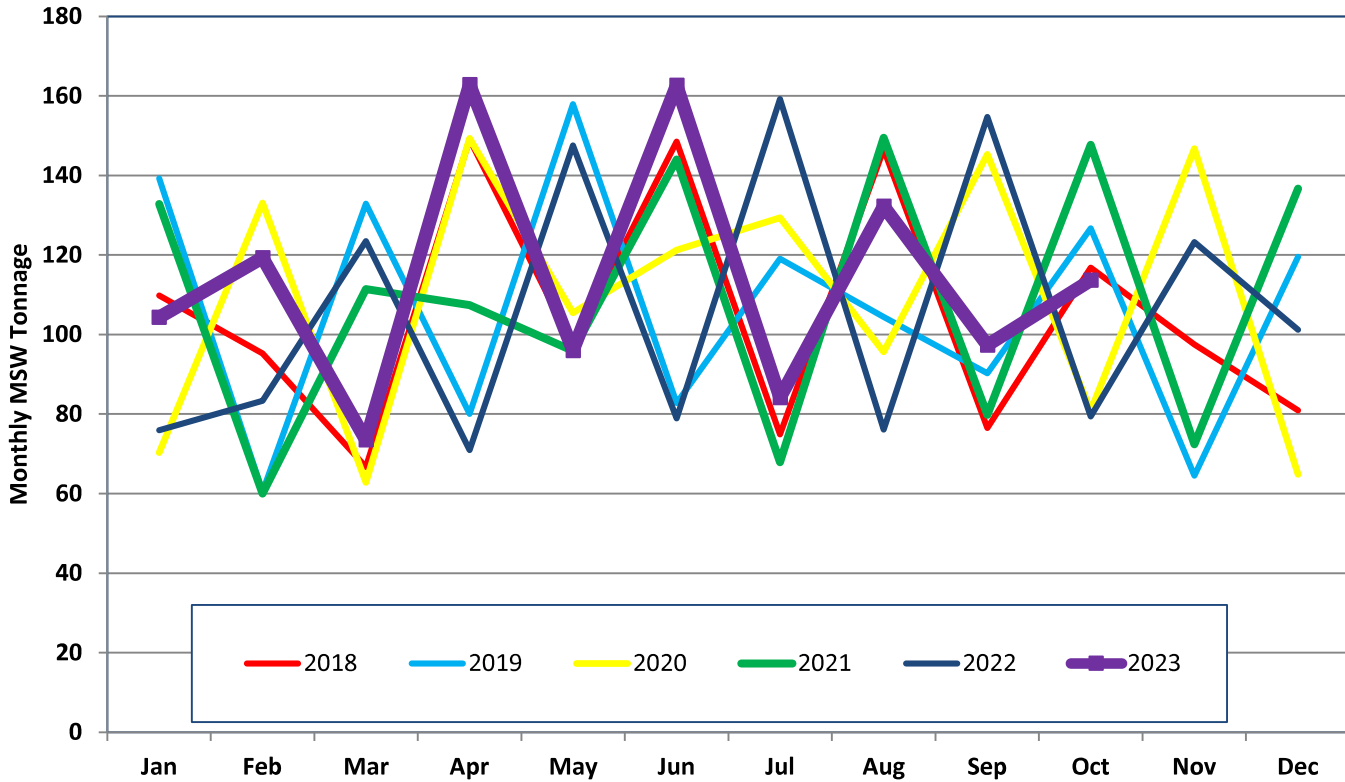
Mountain View Regional Waste Management Commission Total Class 2 Municipal Waste - Historical Monthly MSW Tonnage



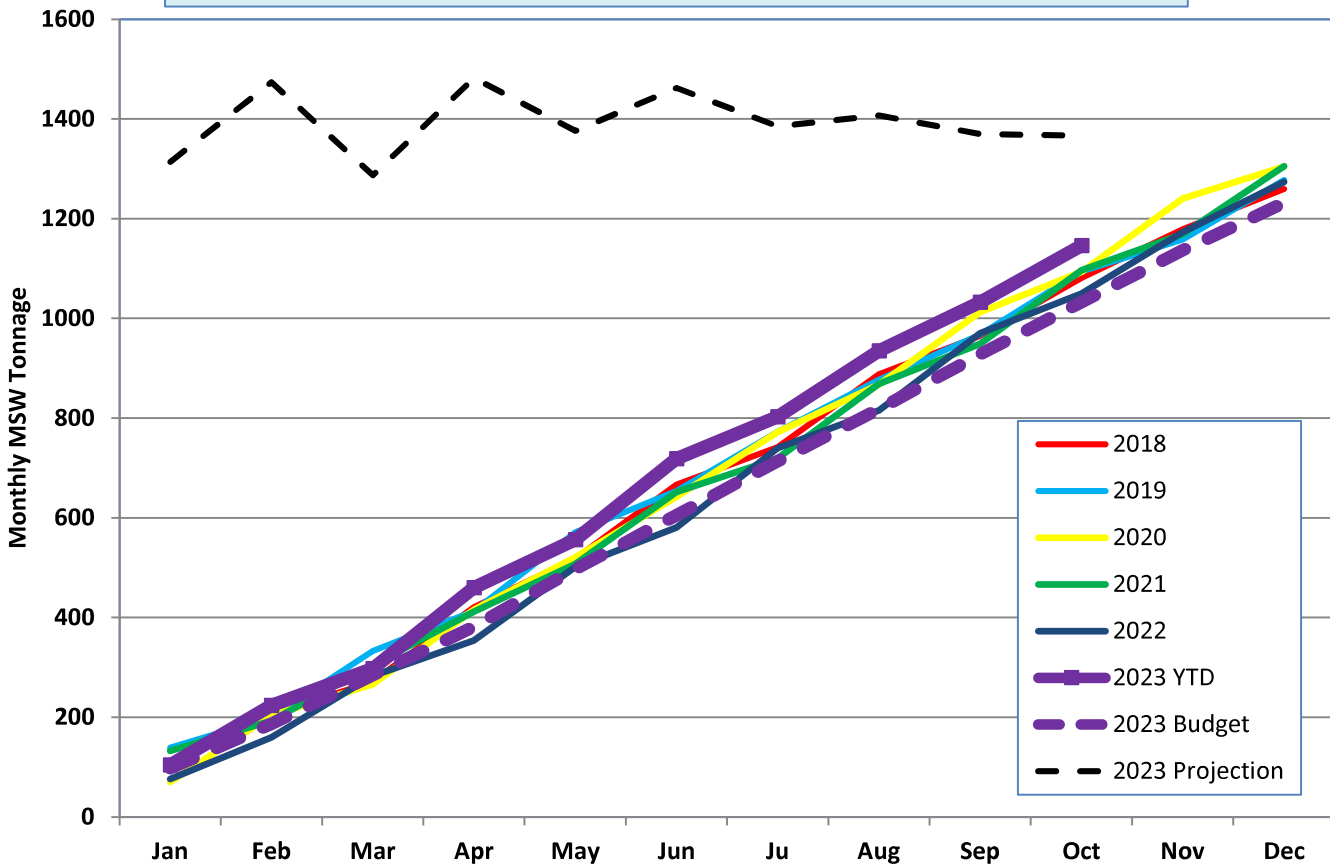
Mountain View Regional Waste Management Commission Total Class 2 Municipal Waste - Cumulative YTD MSW Tonnage



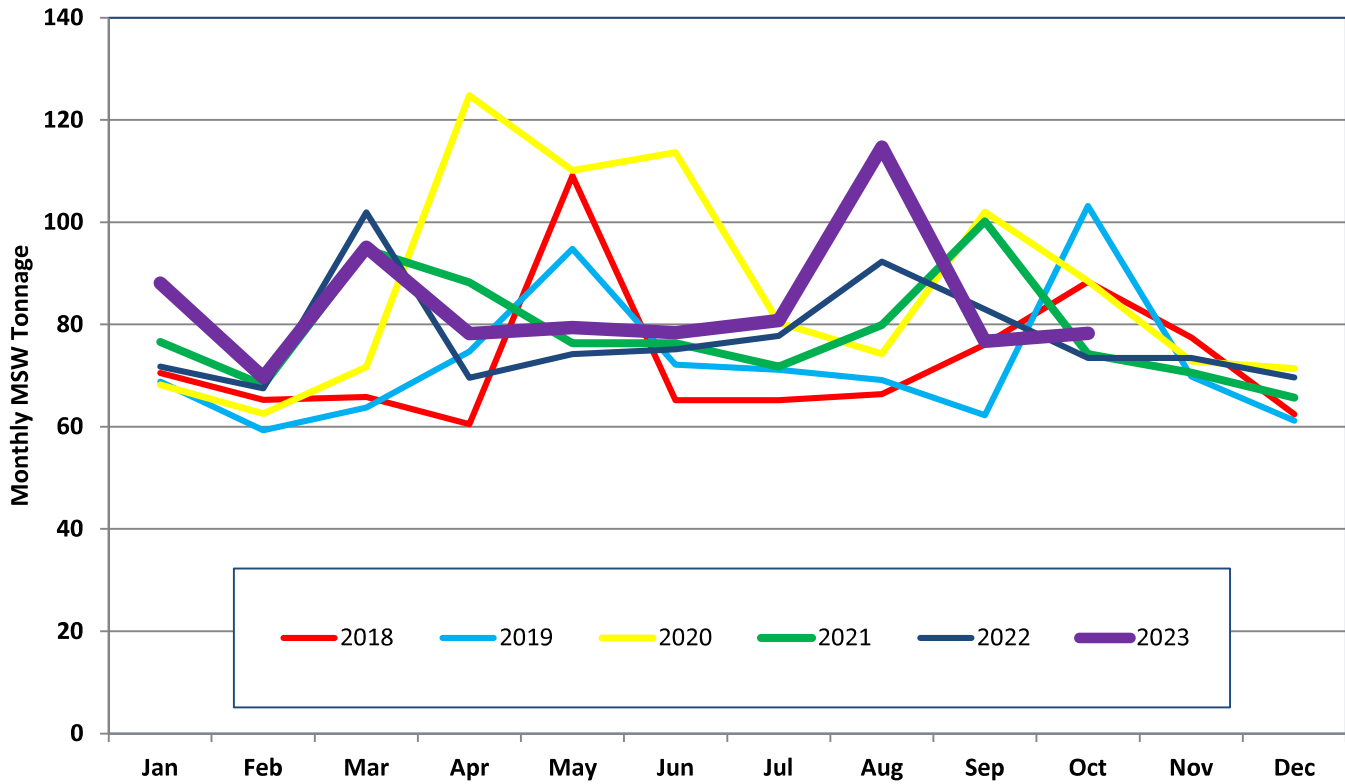
Mountain View Regional Waste Management Commission Olds - Historical Monthly MSW Tonnage



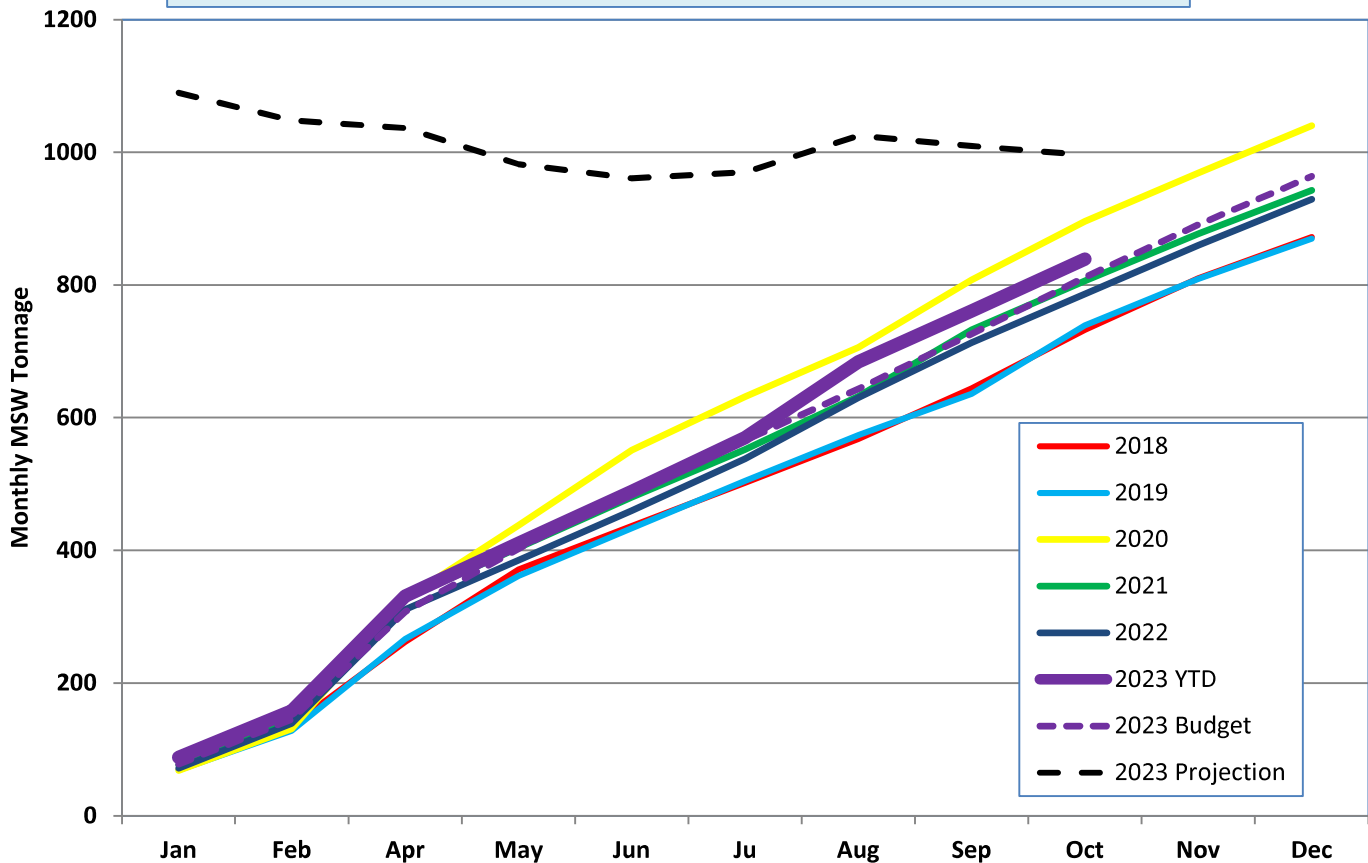
Mountain View Regional Waste Management Commission Olds - Cumulative YTD MSW Tonnage



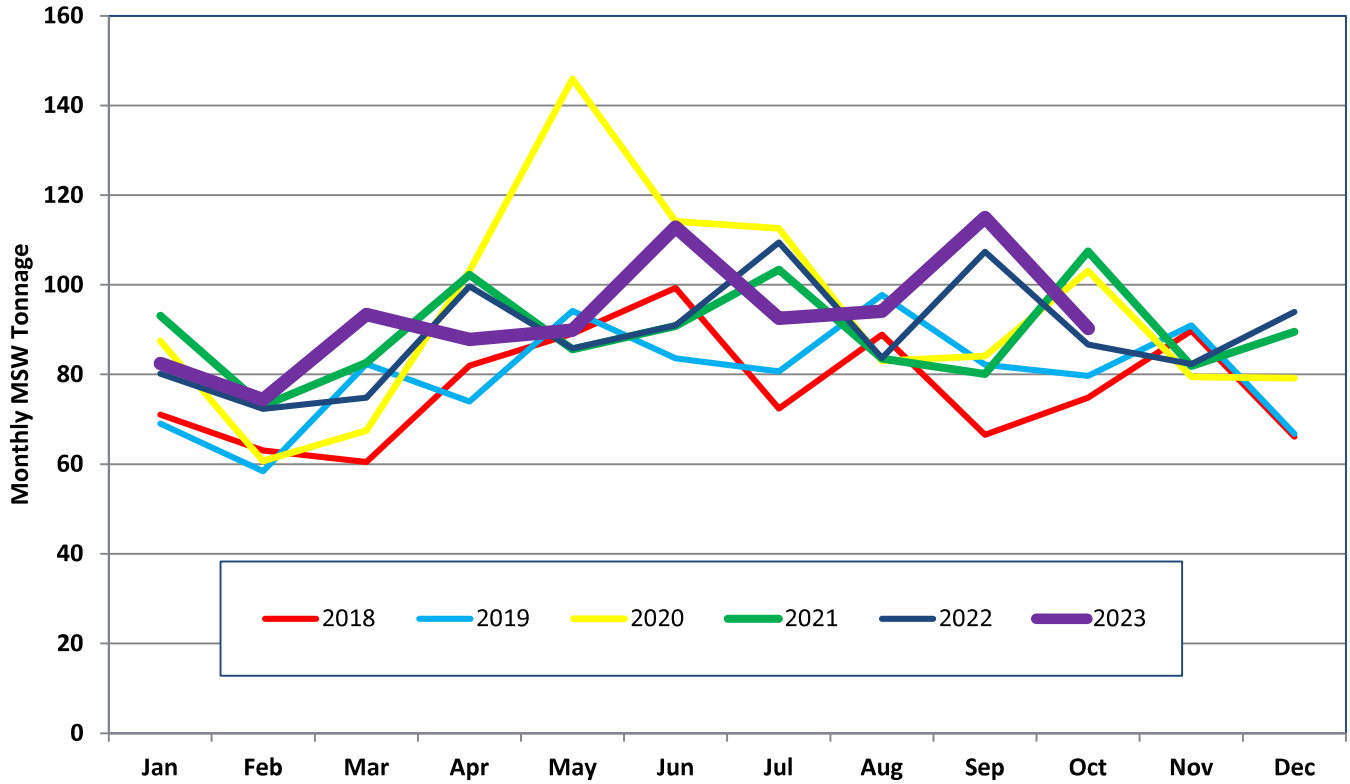
Mountain View Regional Waste Management Commission Didsbury - Historical Monthly MWS Tonnage



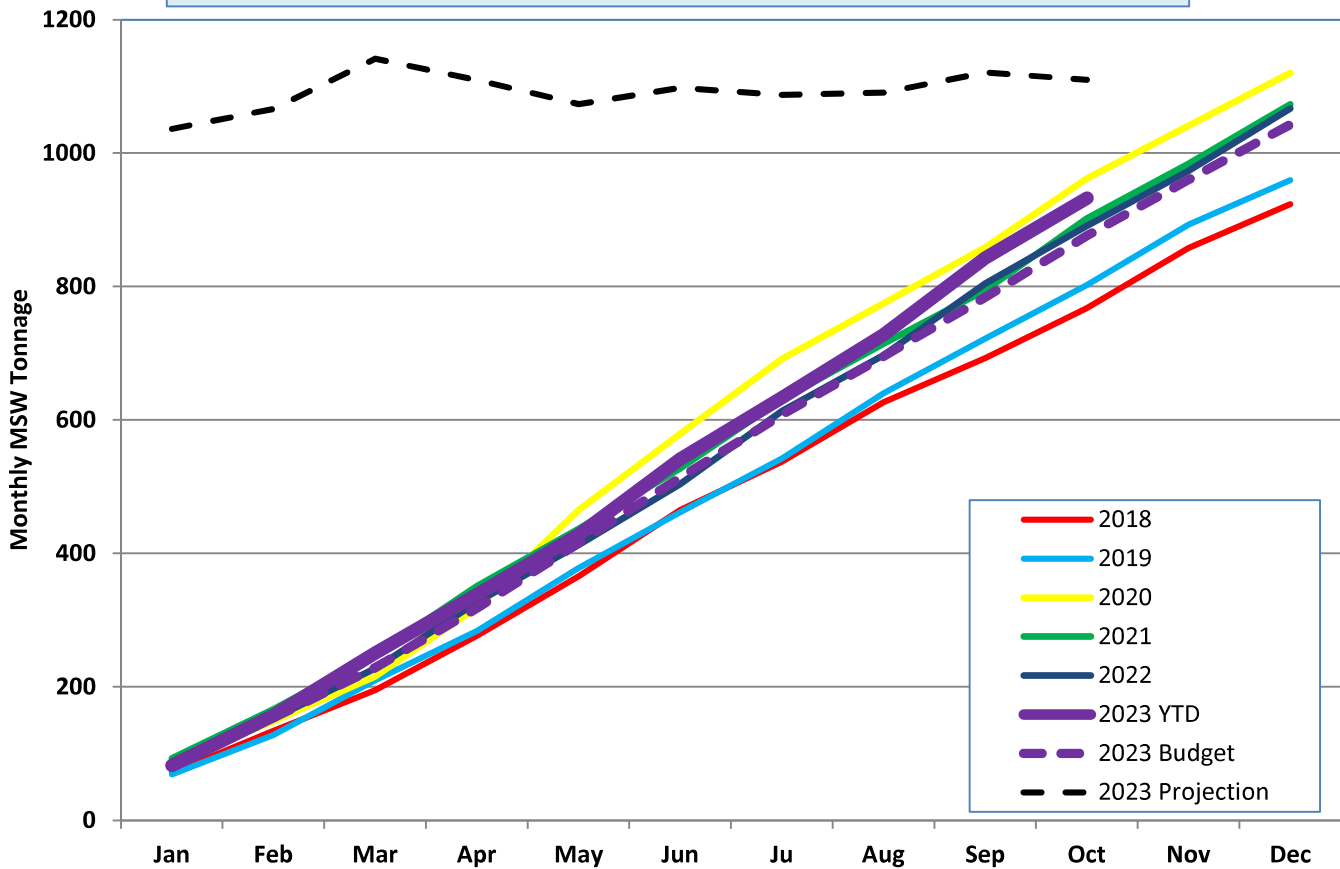
Mountain View Regional Waste Management Commission Didsbury - Cumulative YTD MSW Tonnage



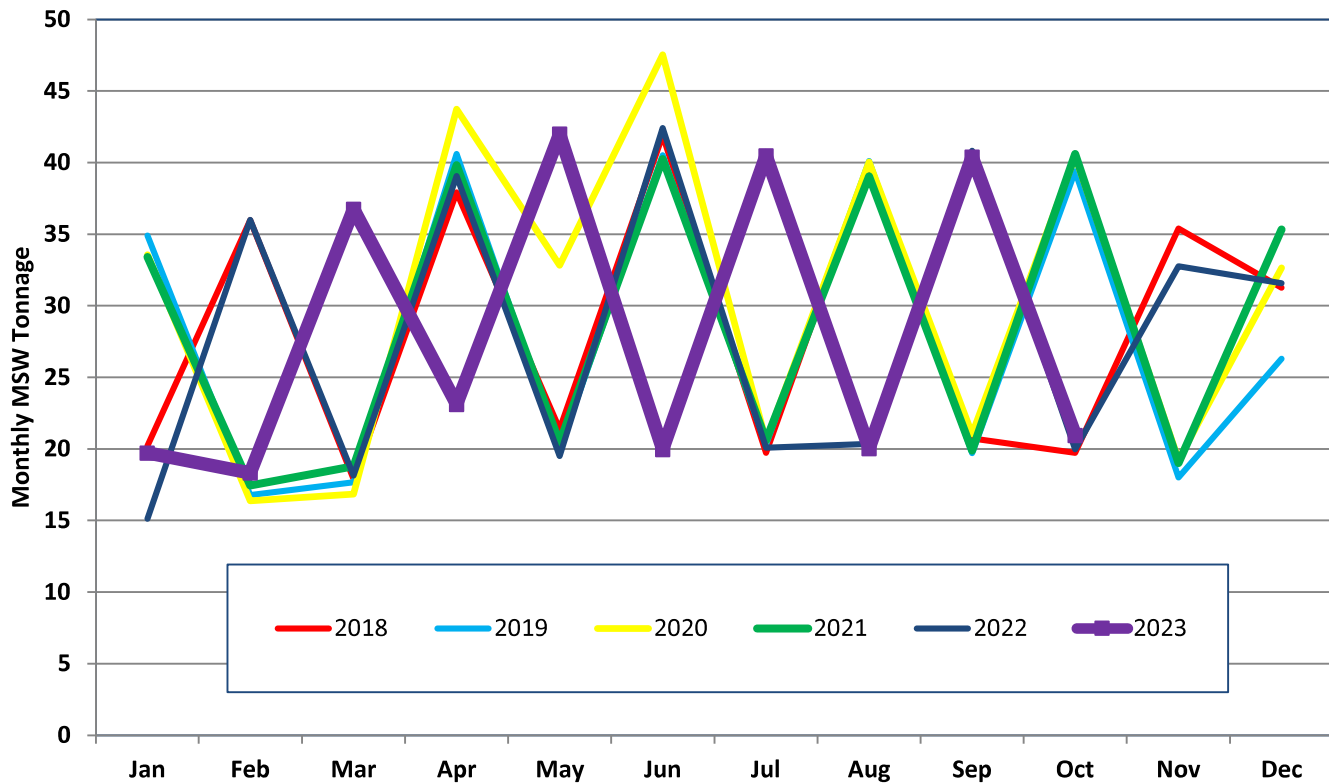
Mountain View Regional Waste Management Commission Carstairs - Historical Monthly MSW Tonnage



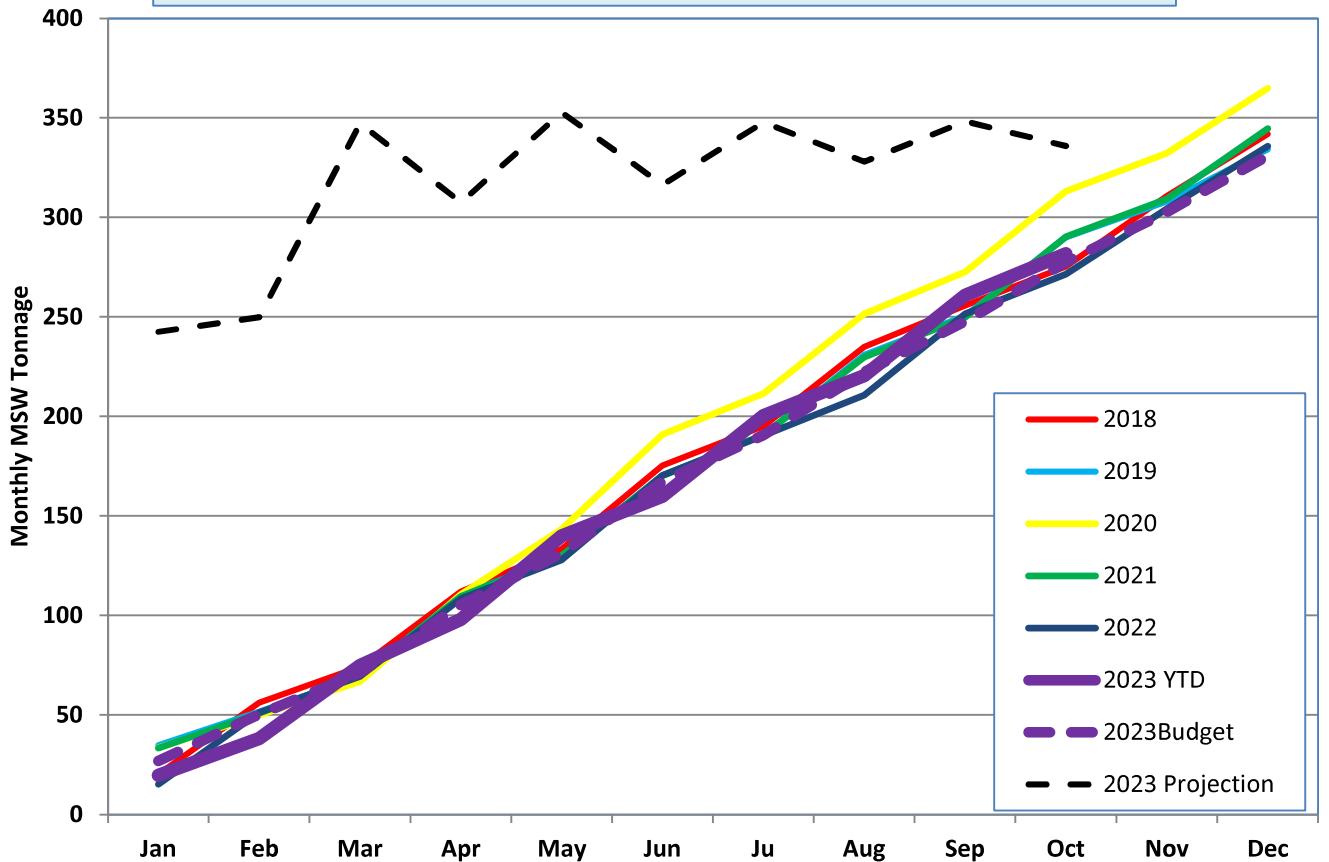
Mountain View Regional Waste Management Commission Carstairs - Cumulative YTD MSW Tonnage



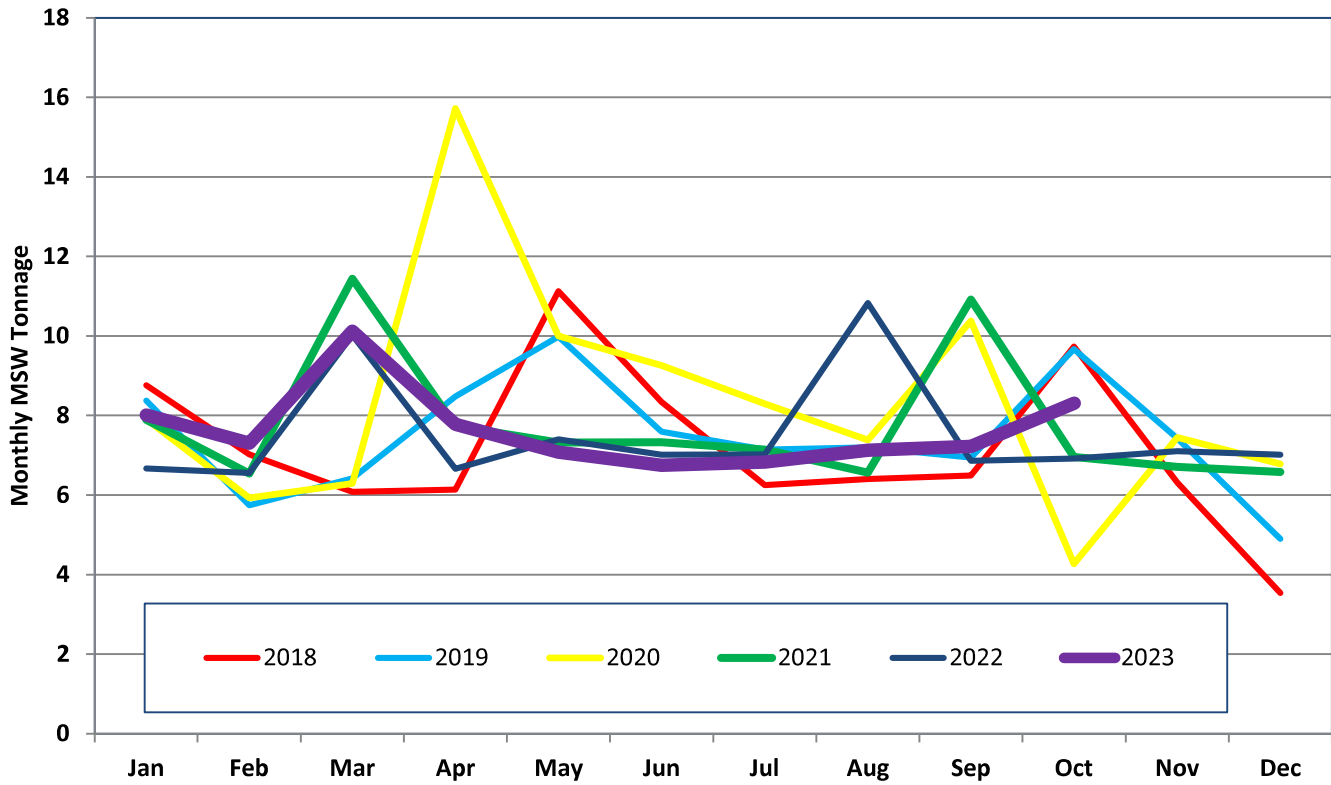
Mountain View Regional Waste Management Commission Sundre - Historical Monthly MSW Tonnage



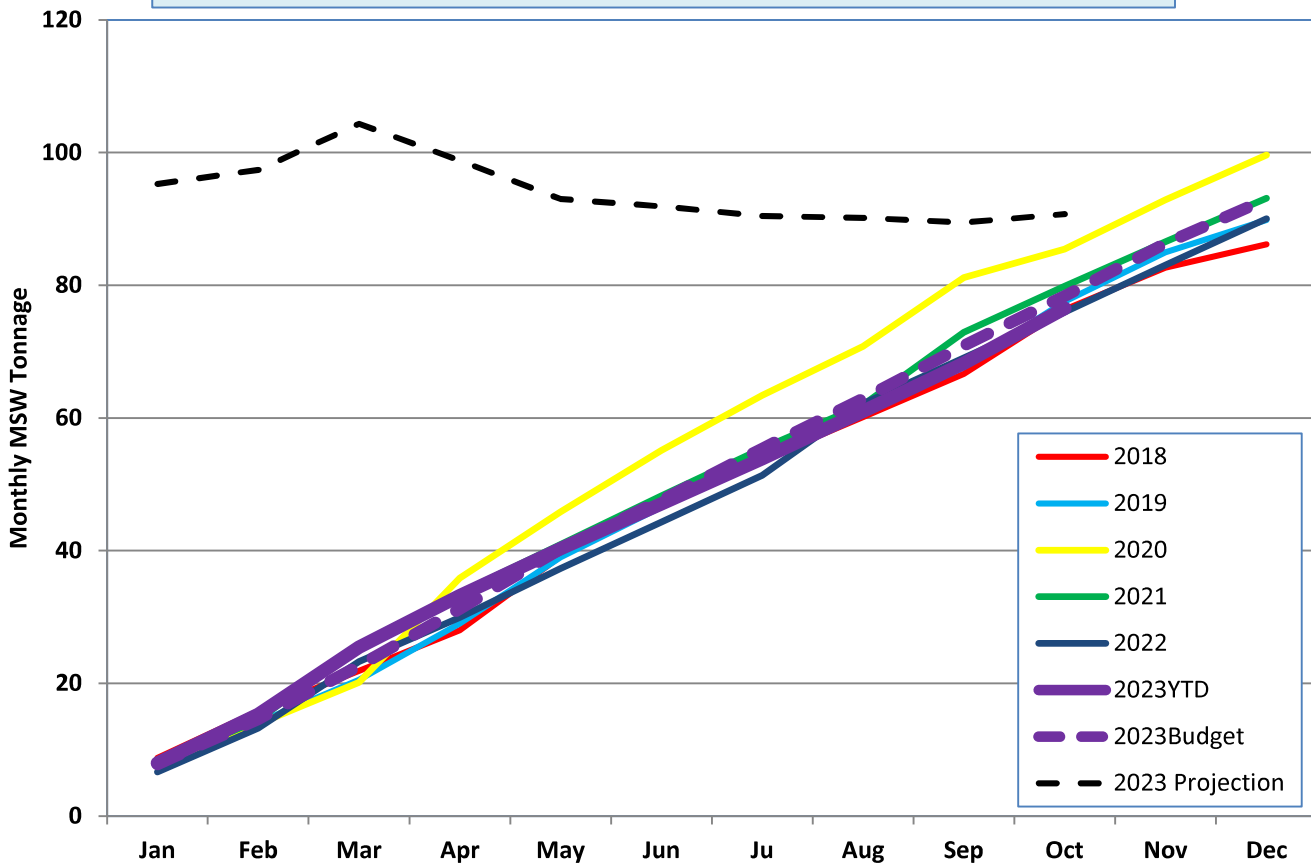
Mountain View Regional Waste Management Commission Sundre - Cumulative YTD MSW Tonnage



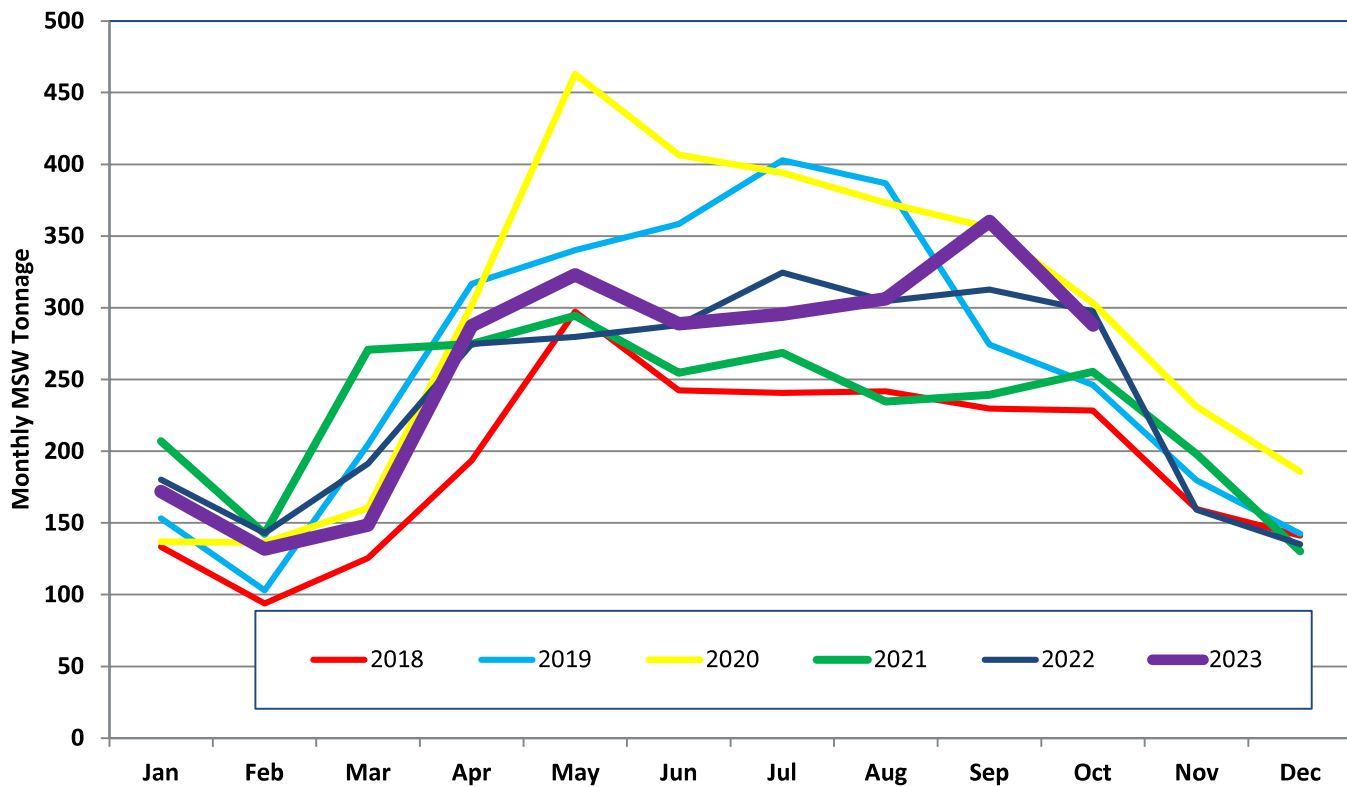
Mountain View Regional Waste Management Commission Cremona - Historical Monthly MSW Tonnage



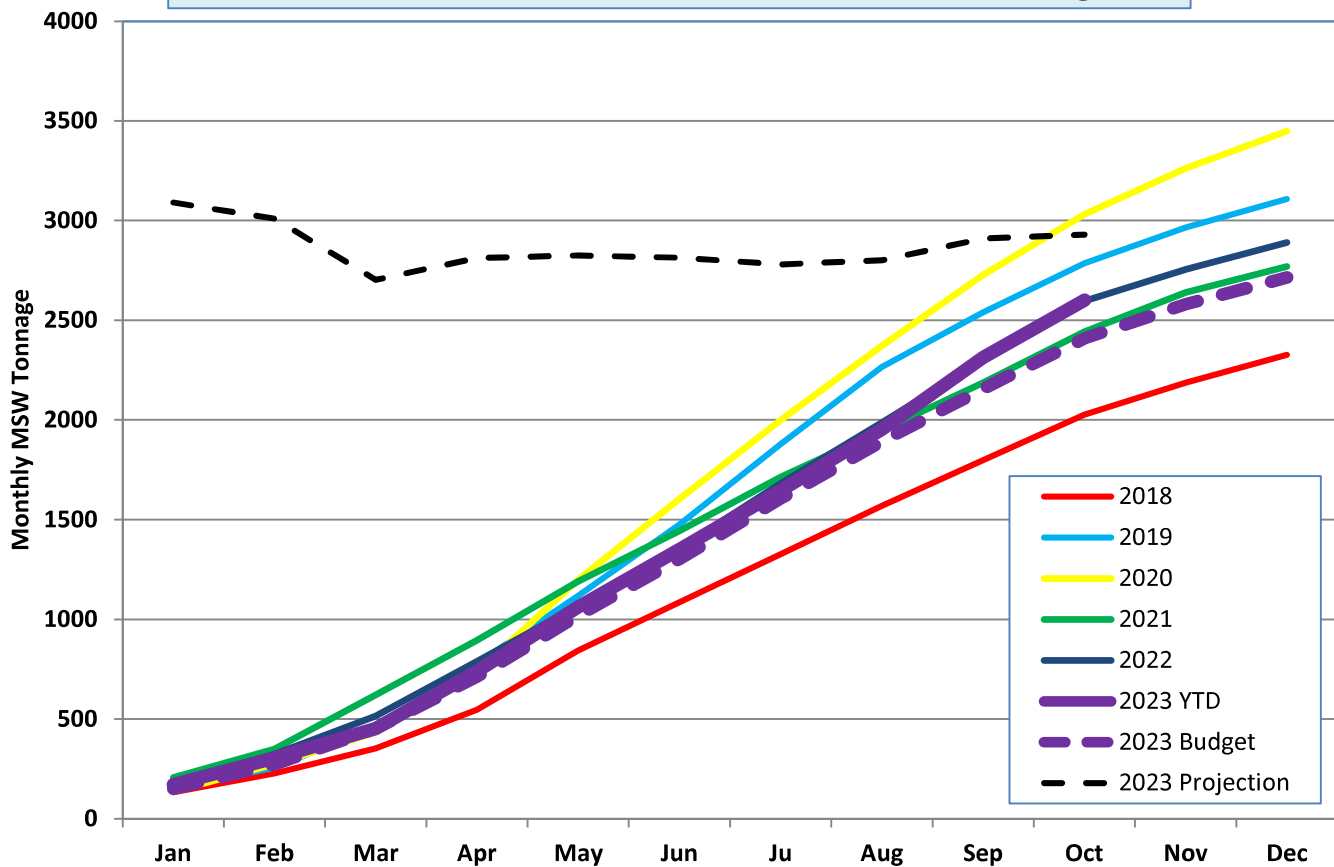
Mountain View Regional Waste Management Commission Cremona - Cumulative YTD MSW Tonnage



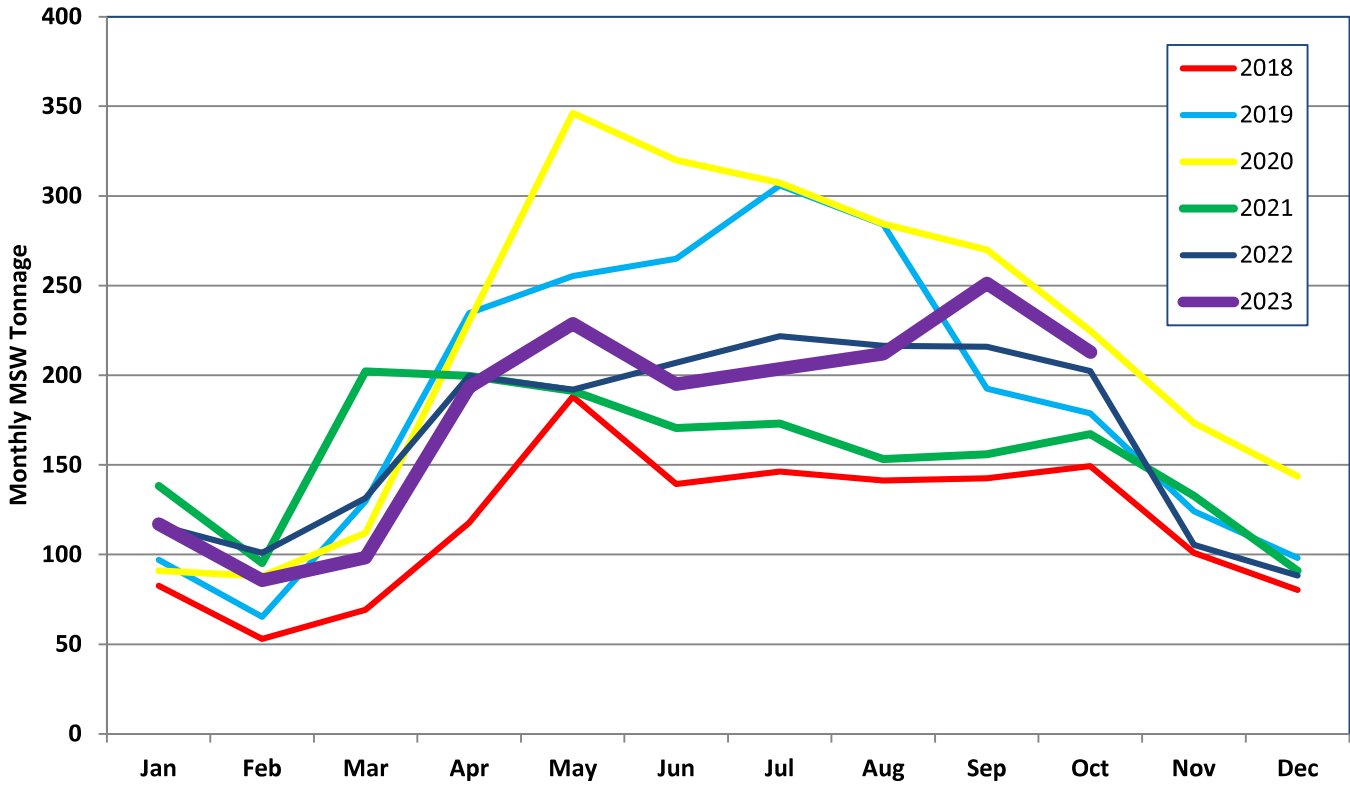
Mountain View Regional Waste Management Commission Transfer Stations - Historical Monthly MSW Tonnage



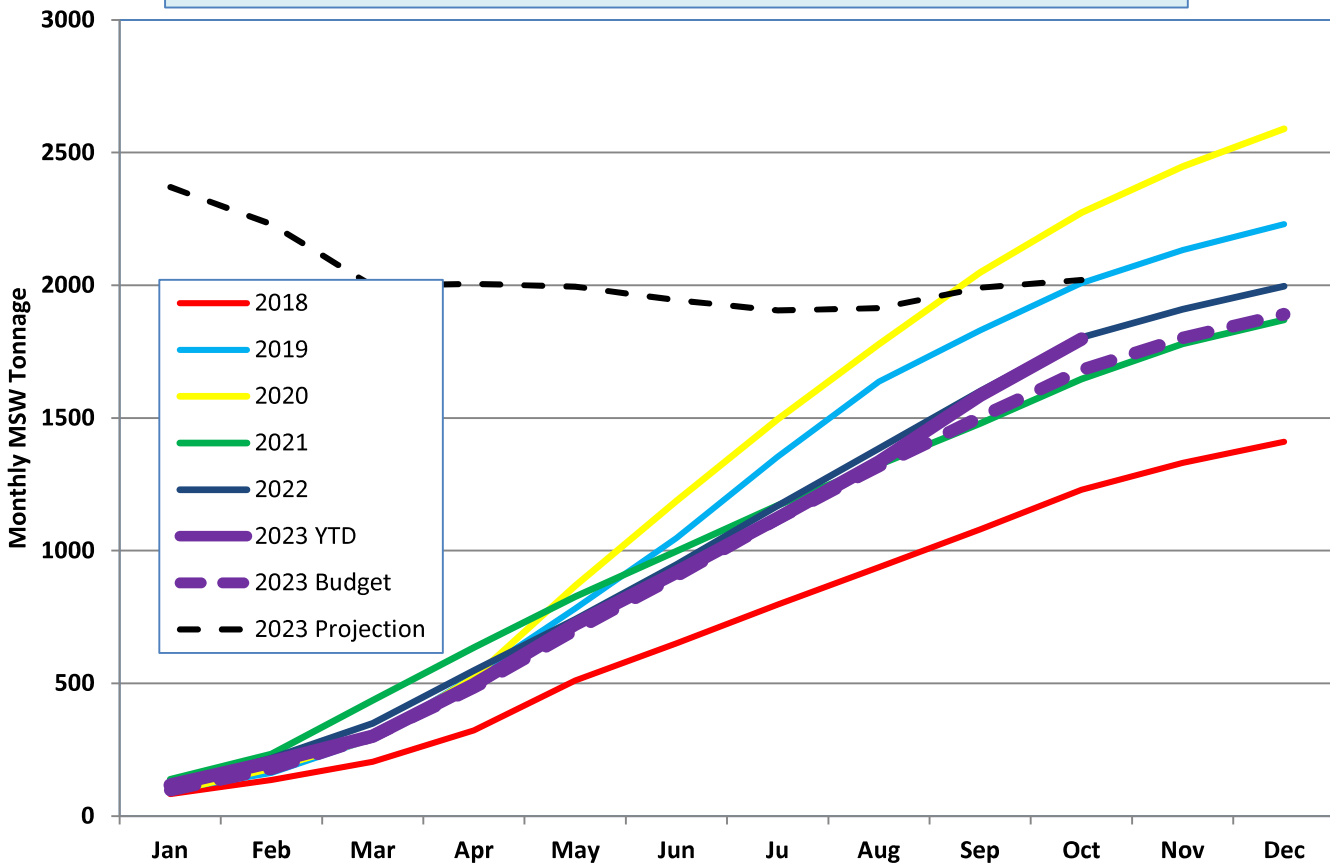
Mountain View Regional Waste Management Commission Transfer Stations - Cumulative YTD MSW Tonnage



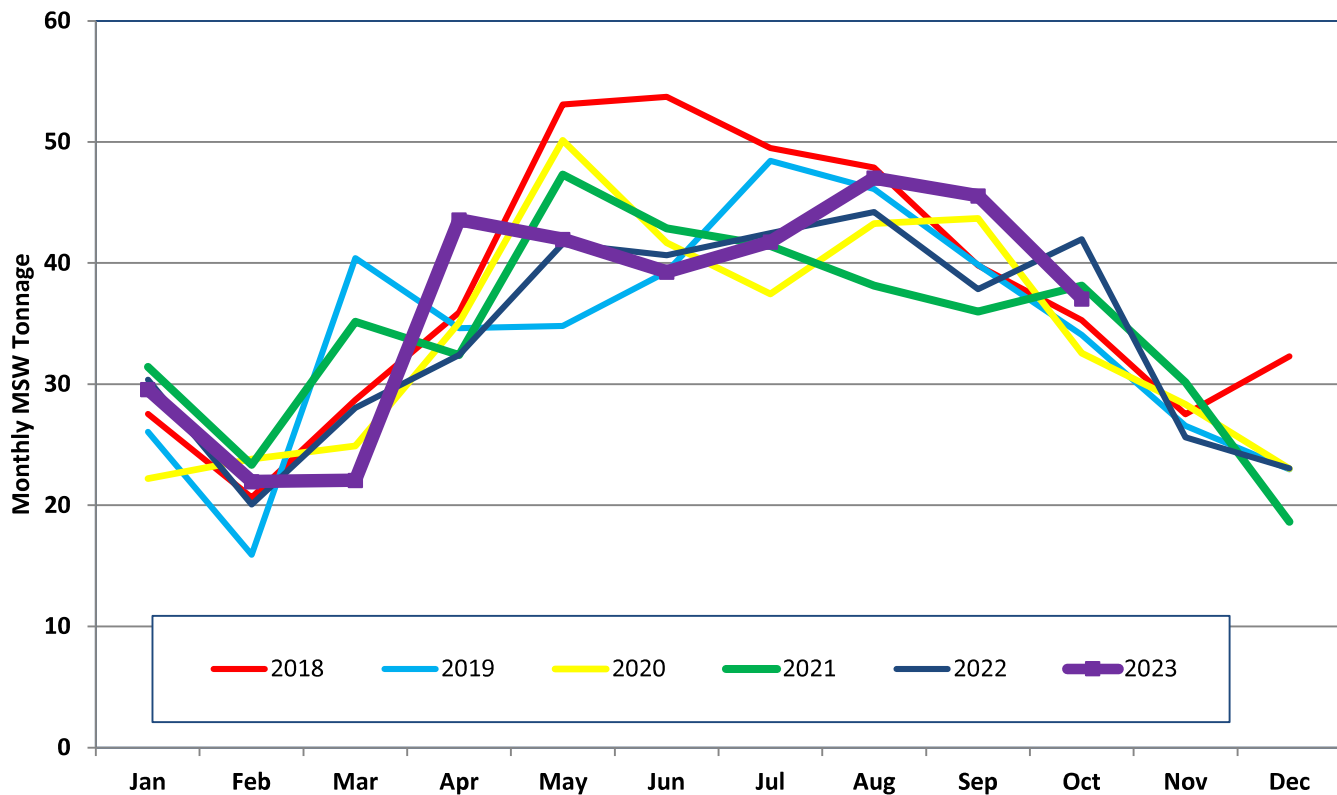
Mountain View Regional Waste Management Commission Didsbury TS - Historical Monthly MSW Tonnage



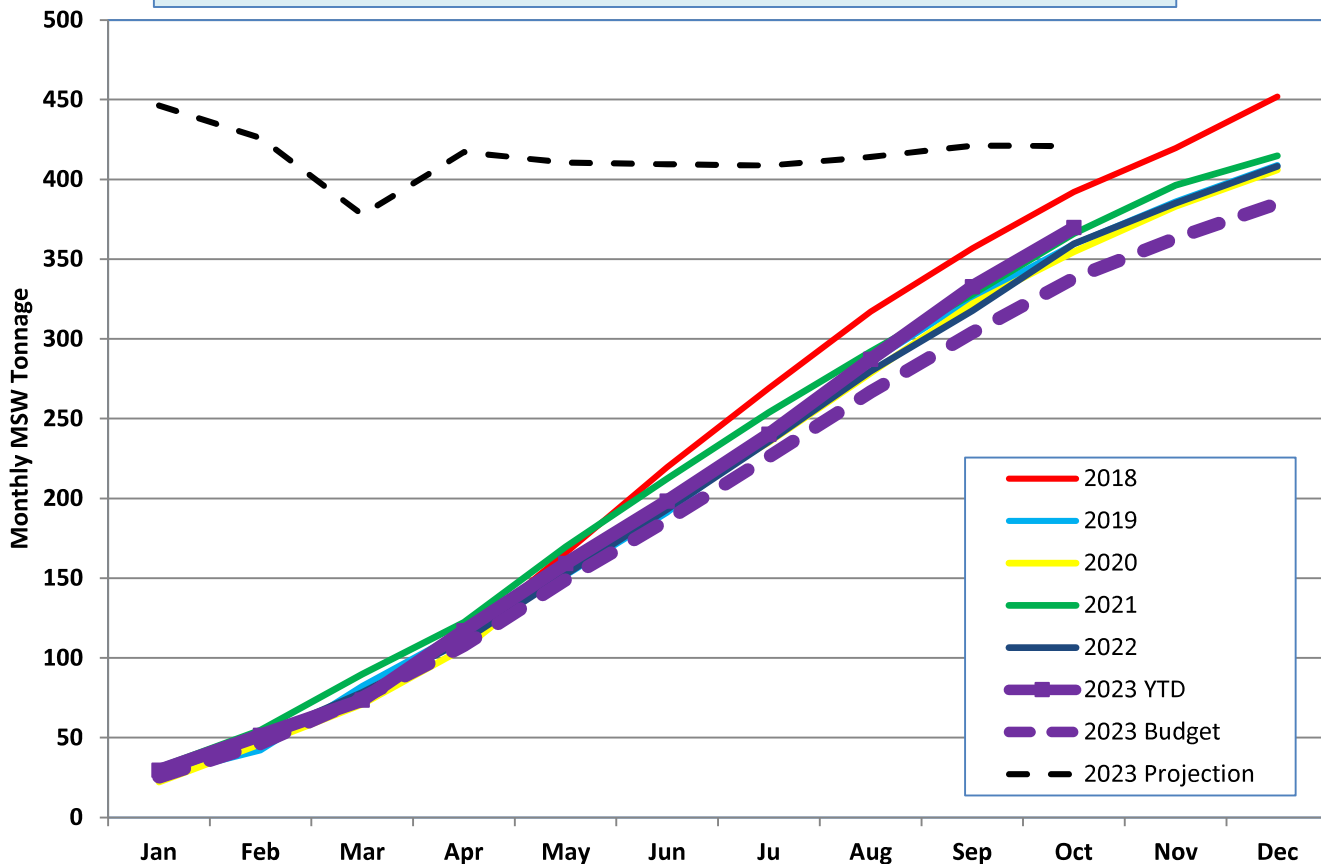
Mountain View Regional Waste Management Commission Didsbury TS - Cumulative YTD MSW Tonnage



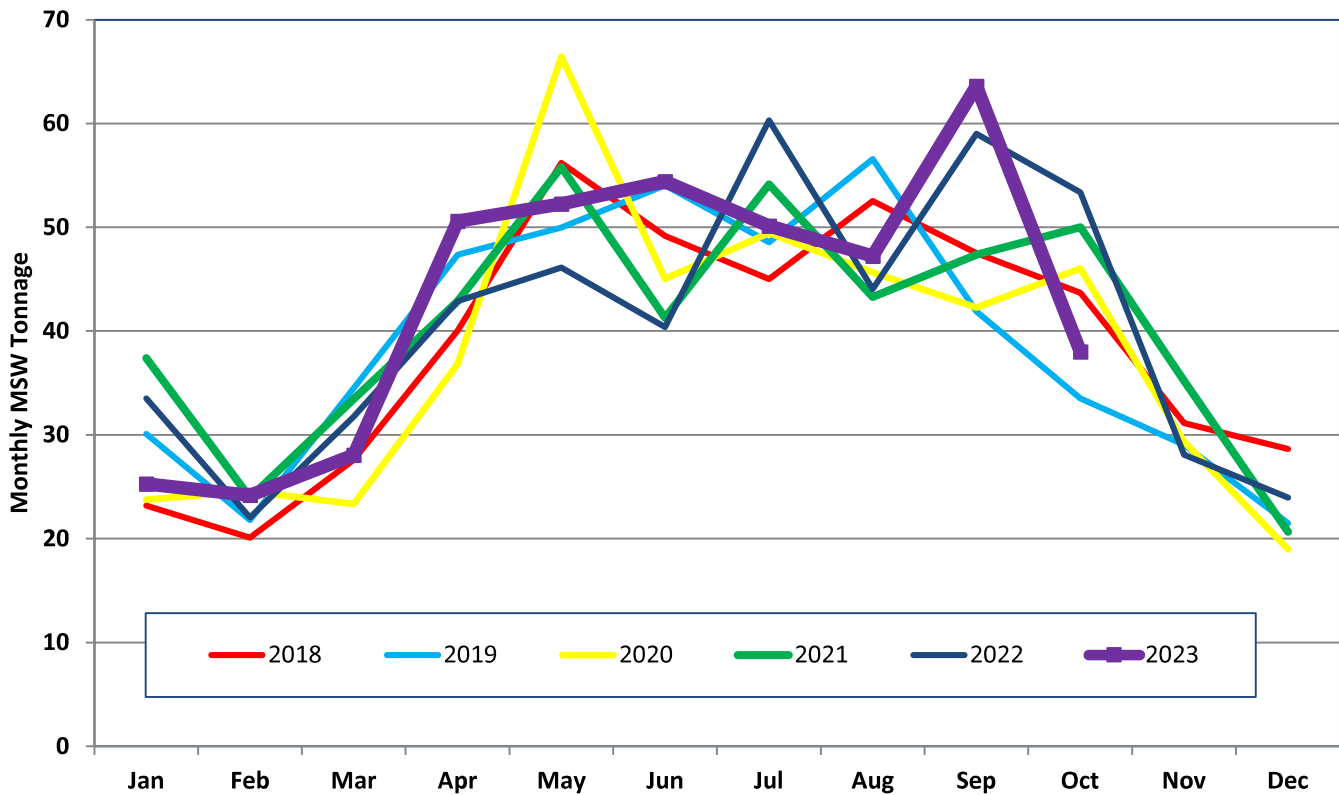
Mountain View Regional Waste Management Commission Water Valley TS - Historical Monthly MSW Tonnage



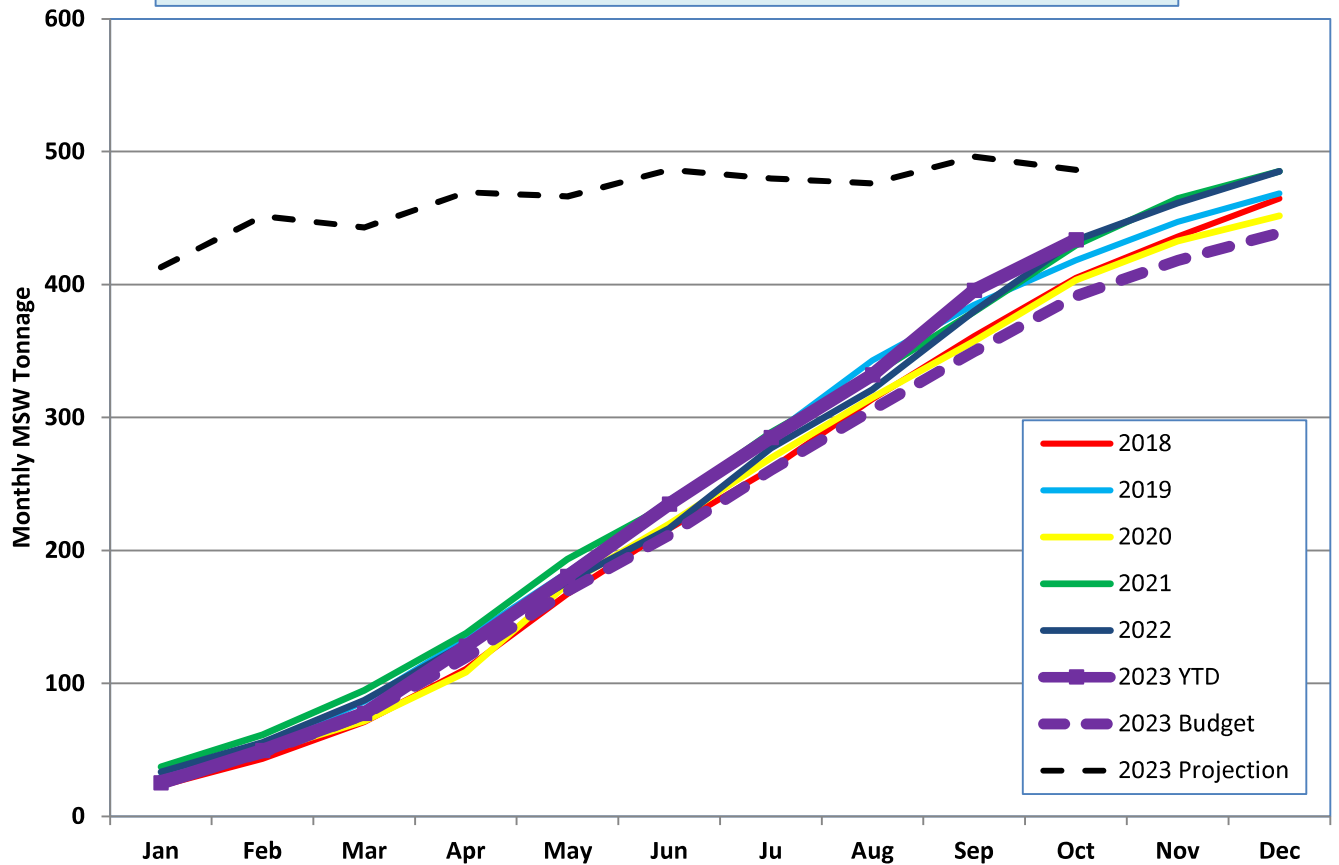
Mountain View Regional Waste Management Commission Water Valley TS - Cumulative YTD MSW Tonnage



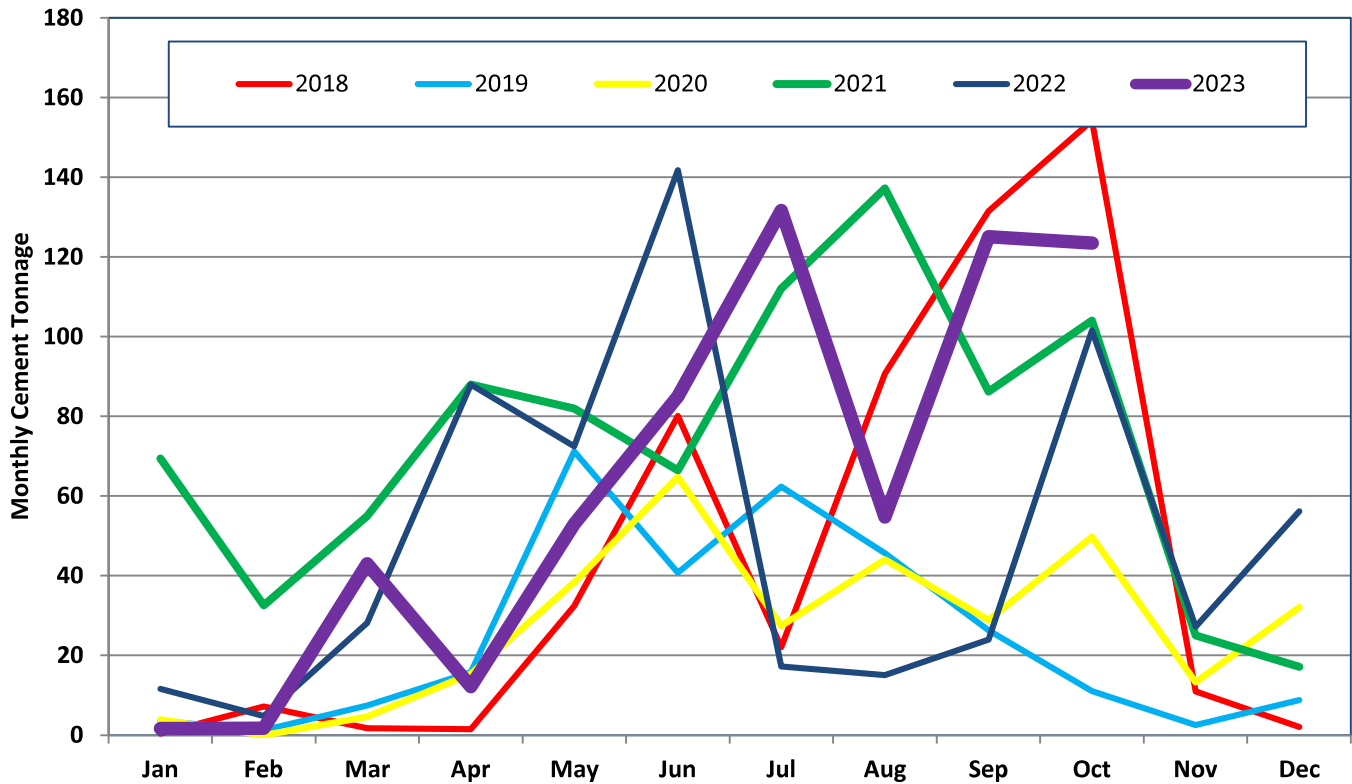
Mountain View Regional Waste Management Commission Sundre TS - Historical Monthly MSW Tonnage



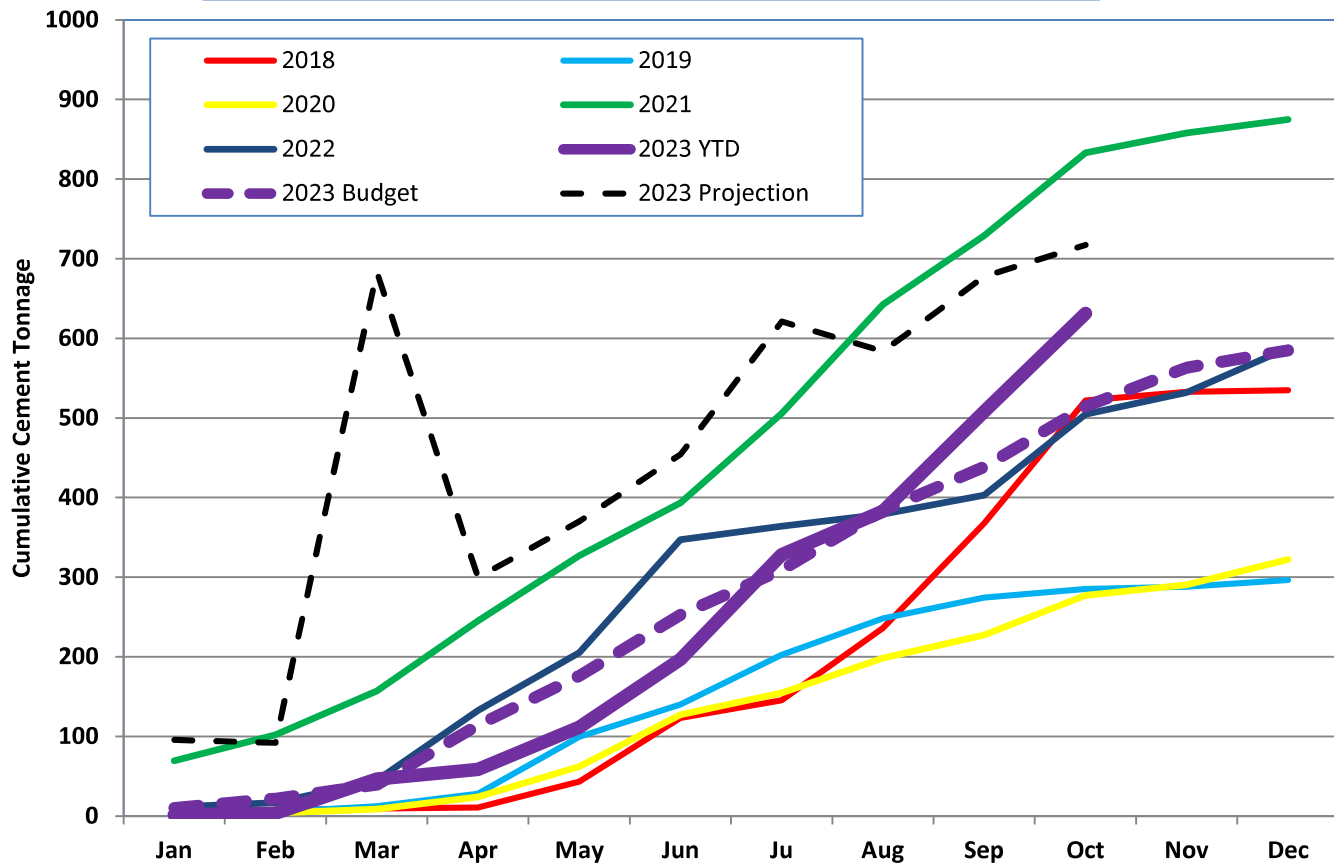
Mountain View Regional Waste Management Commission Sundre TS - Cumulative YTD MSW Tonnage



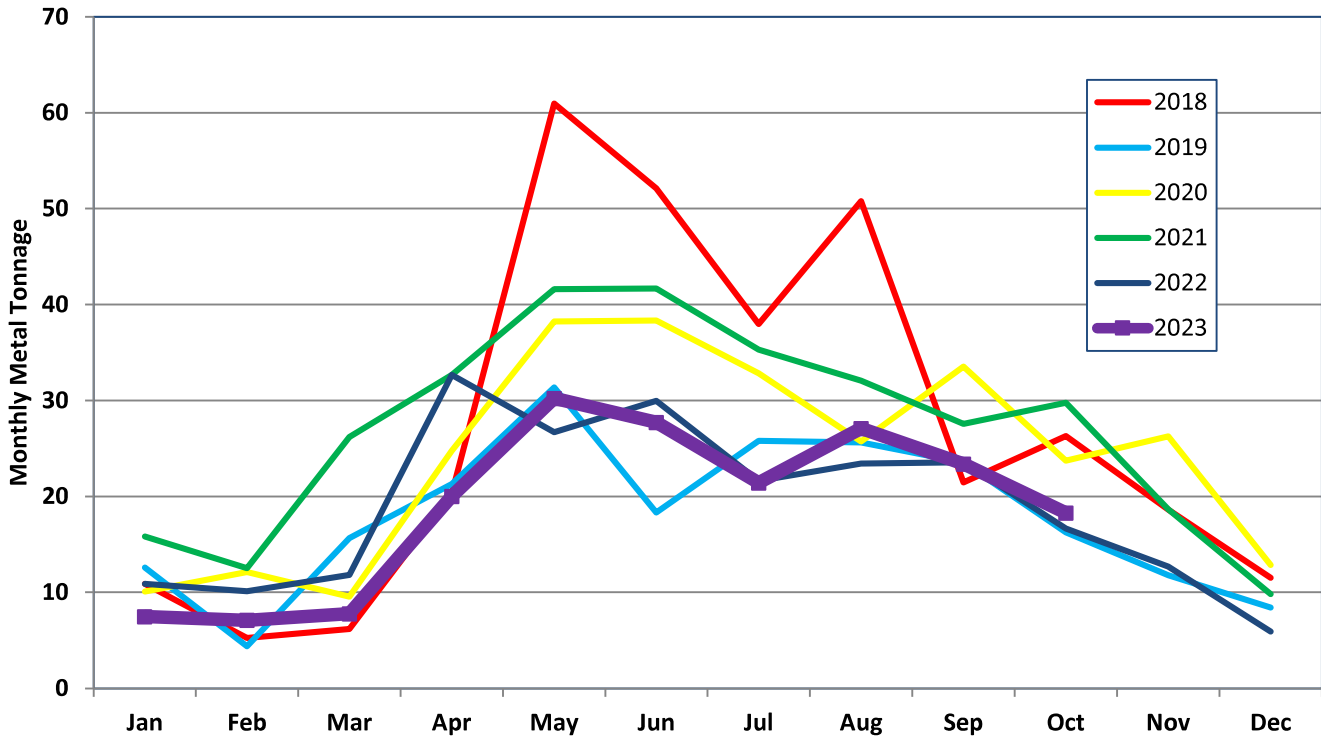
Mountain View Regional Waste Management Commission Didsbury TS - Historical Cement Tonnage



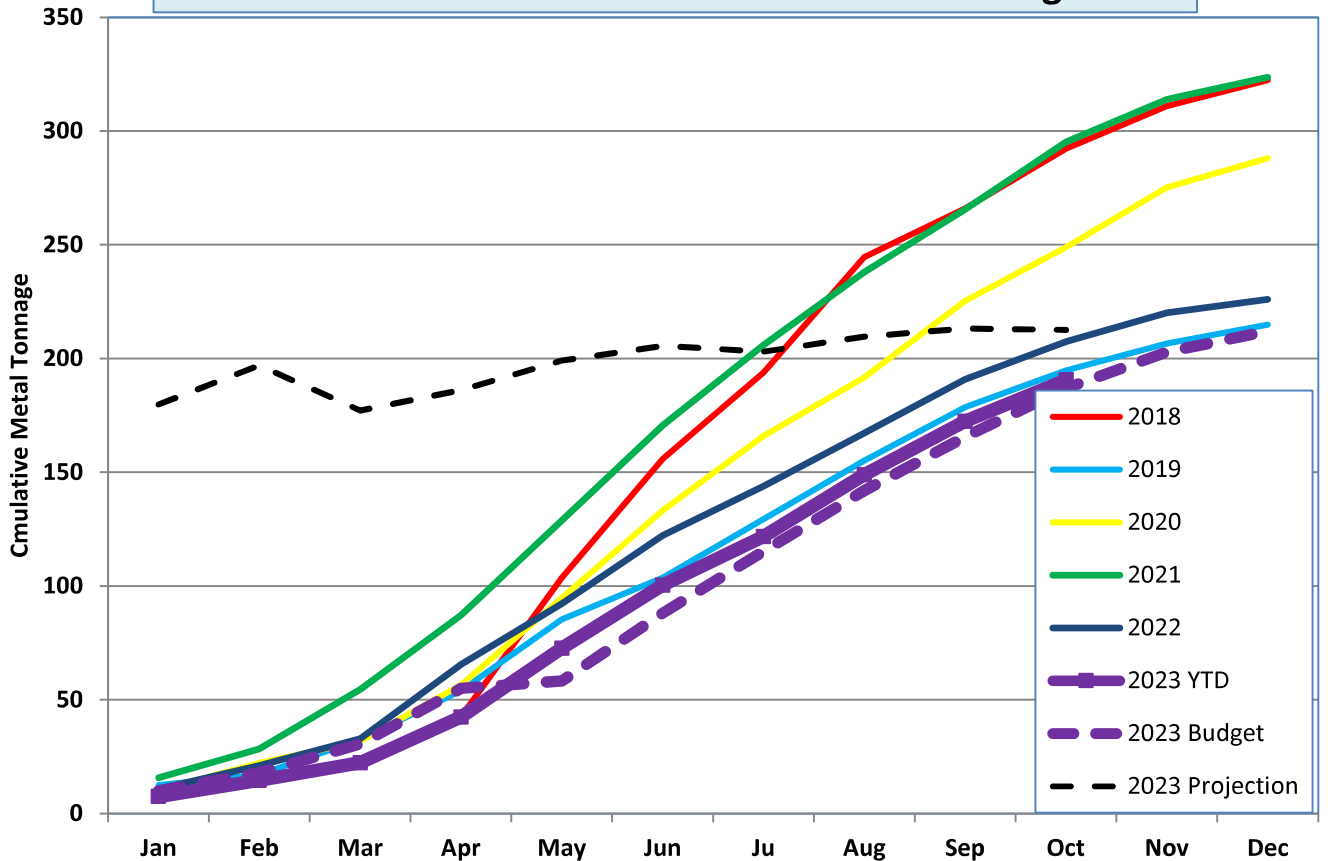
Mountain View Regional Waste Management Commission Didsbury TS - Cumulative YTD Cement Tonnage



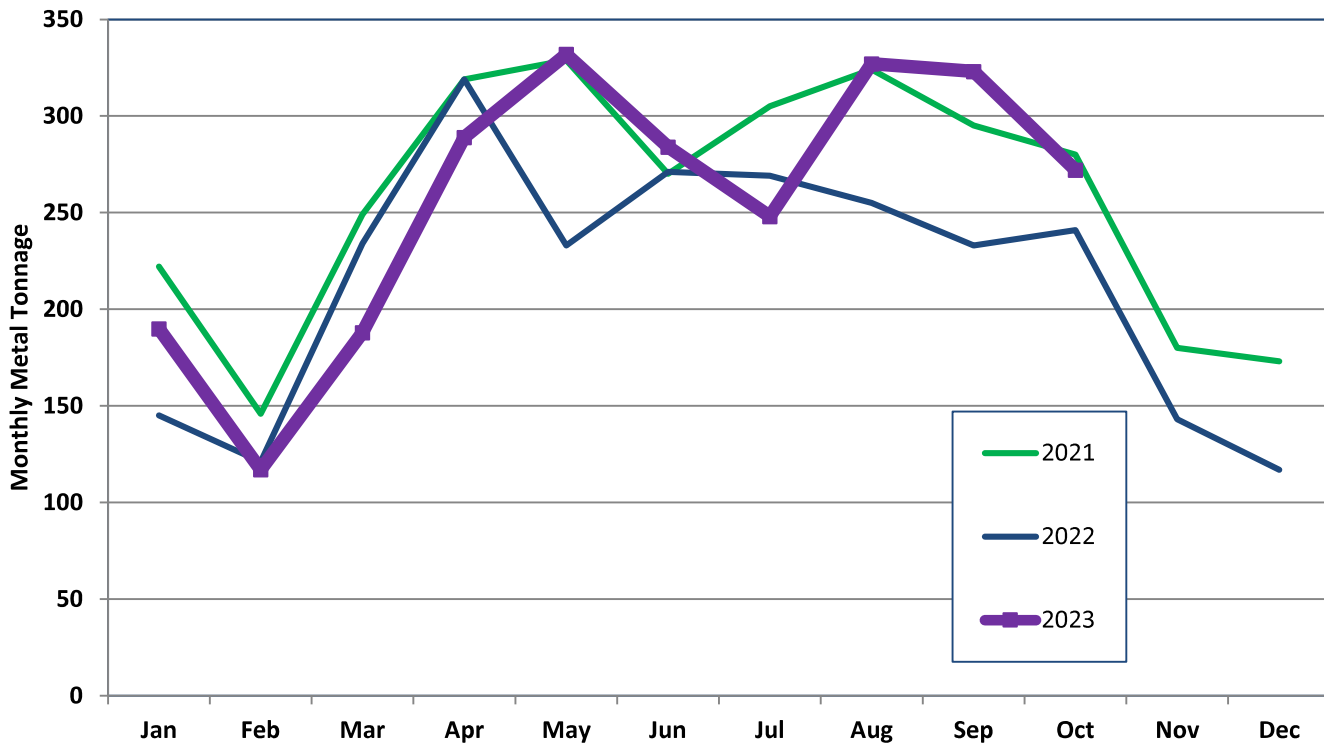
Mountain View Regional Waste Management Commission Consolidated - Historical Monthly Metal Tonnage



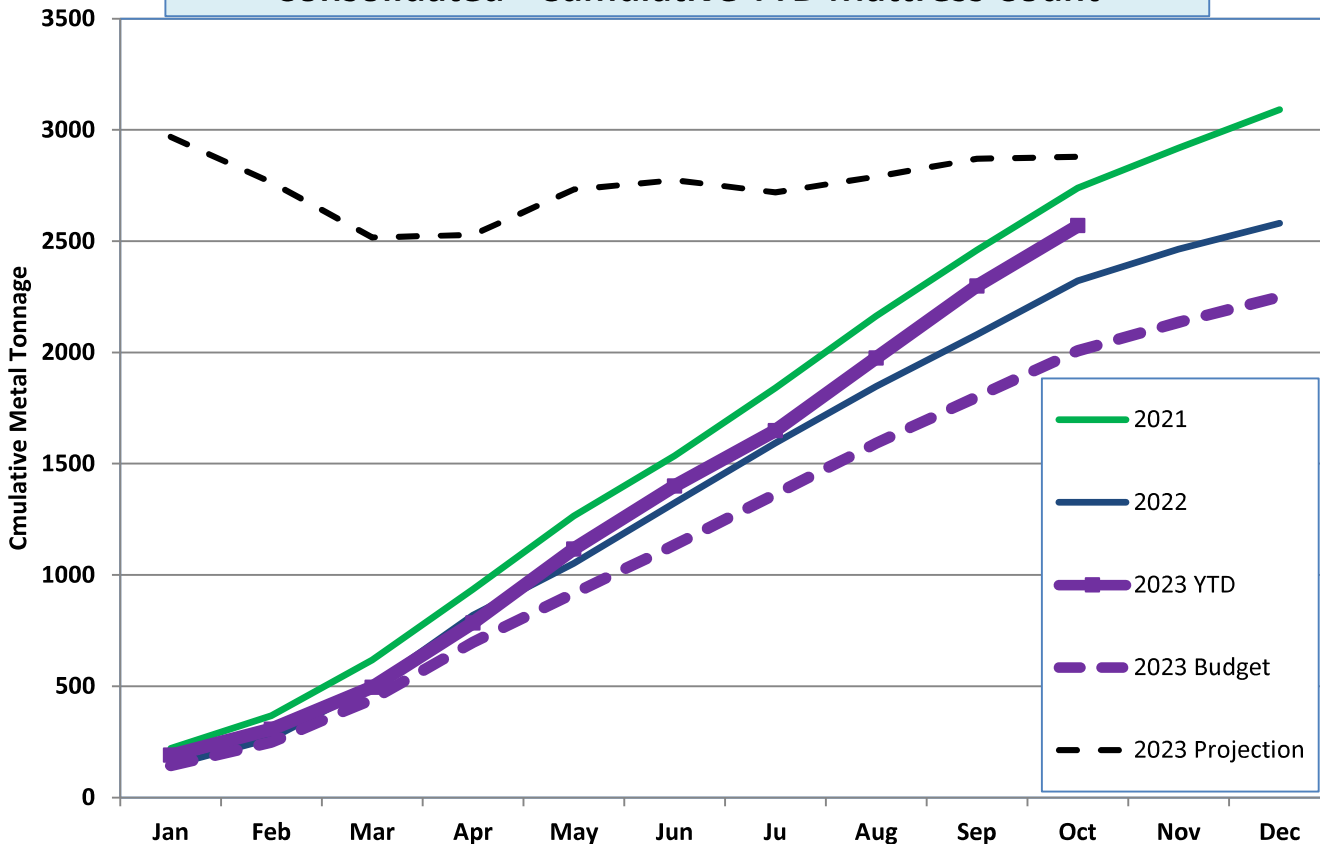
Mountain View Regional Waste Management Commission Consolidated - Cumulative YTD Metal Tonnage



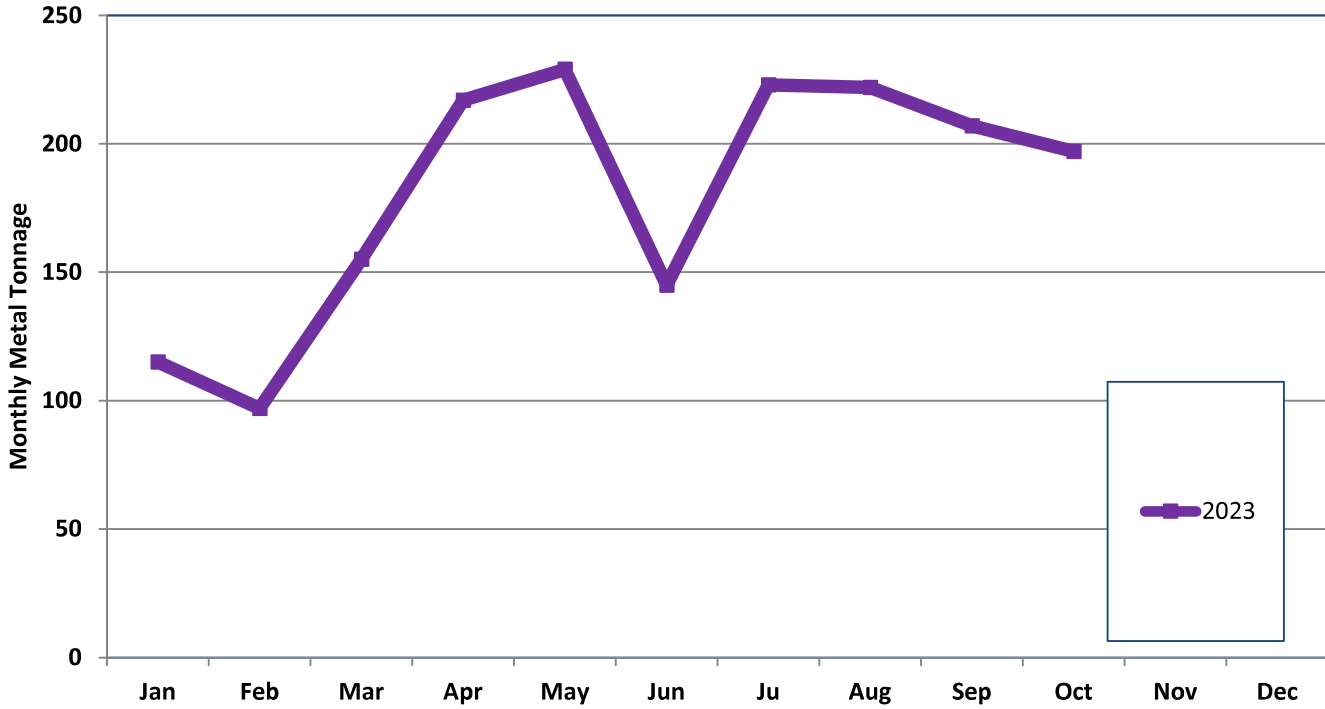
Mountain View Regional Waste Management Commission Consolidated - Historical Monthly Mattress Count



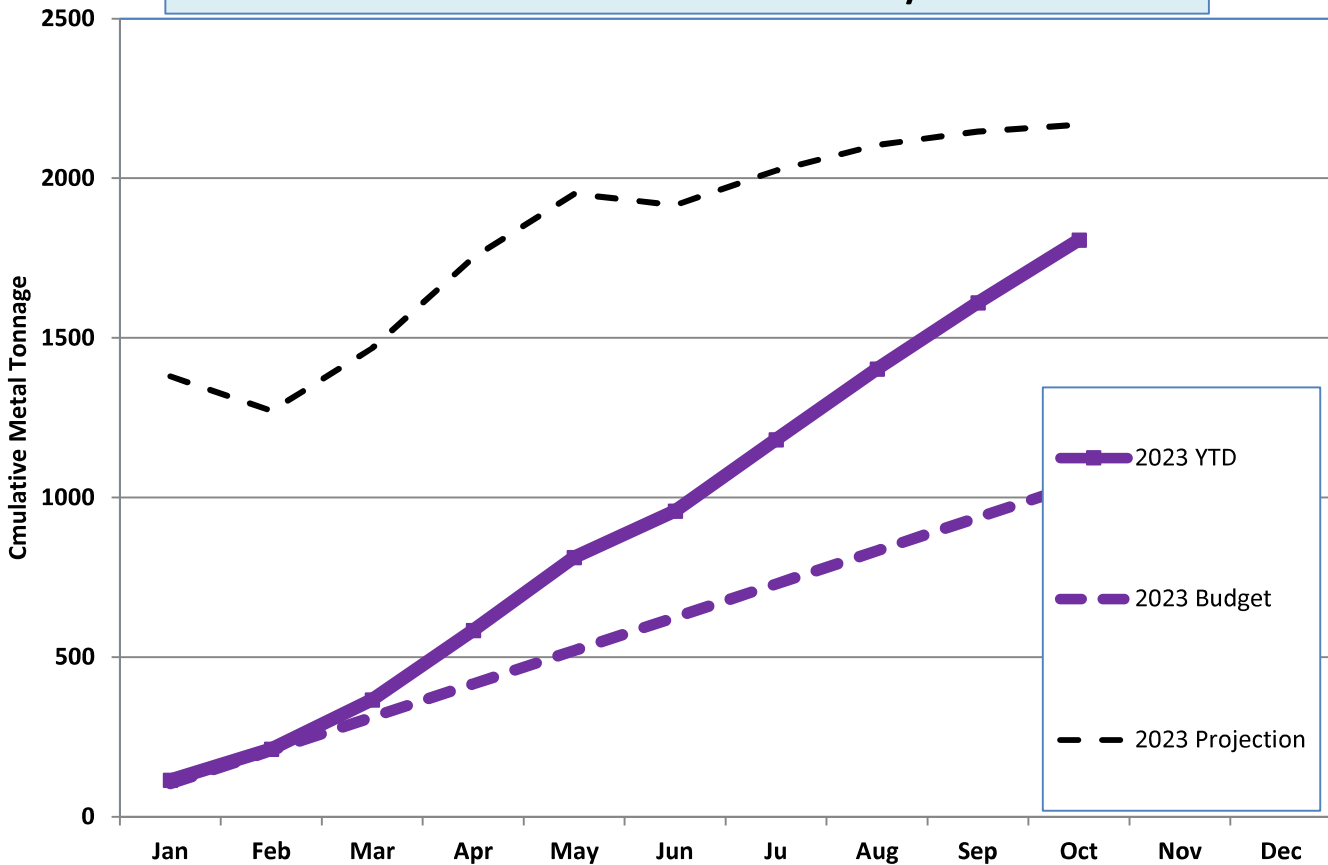
Mountain View Regional Waste Management Commission Consolidated - Cumulative YTD Mattress Count



Mountain View Regional Waste Management Commission Consolidated - Historical Monthly Couch/Chair Count



Mountain View Regional Waste Management Commission Consolidated - Cumulative YTD Couch/Chair Count





Mountain View Regional Waste Management Commission

Request for Decision

Meeting Date: December 4th, 2023

Reference: 100/2023.06

TITLE: 5.3 – Financial Report as at October 31st, 2023

RECOMMENDATION:

THAT the MVRWMC Board accept as information the financial report (Unaudited) for the Commission for the period ended October 31st, 2023.

Background:

The following statement of financial results are unaudited and are management's representation of current financial position. The information presented below is therefore intended for information purposes only to give directors a snapshot of financial performance only.

2023 Financial Highlights as at October 31st, 2023:

- **Total revenue of \$3.186 mm is 93% of full year 2023 budget of \$3. 426 mm reflecting the full impact of the Q4-2023 municipal fee for service payment. Revenue from operations was \$2.515 or 104% of full year 2023 budget of \$2.423 mm compared to 83% expected for this time of the year.**
 - Landfill revenue is at 94% of budget generating \$2.10 mm for the period. Commercial tipping fees accounted for \$1.449 mm or 69% of total tipping fees.
 - Municipal revenue from MSW receipts is \$317,802 year-to-date, or 90% of budget. Budget comparison by municipality: 93% for Olds, 85% for Sundre, 89% for Carstairs, 82% for Cremona, and 89% for Didsbury. Municipal tonnage continues to remain static with small budget variances attributed to pick-up cycles.
 - ***NOTE: Reported revenues in financial report will not match the values presented in the landfill operations report due to production month accounting versus accounting month, and account mapping to various business units that may not represent actual operations.***

- **Total expenses of \$2.682 mm were 82% of the 2023 budget of \$3.271 mm (AMENDED). Expenses for all three business units are slightly ahead of 83% expected, however this reflects the seasonality of our revenue and expense profile.**
 - Administration: \$309,220 (67%) – Allocated to business units
 - Transfer Site: \$361,754 (85%)
 - Recycling expenses: \$329,697 (83%)
 - Landfill expenses: \$1,961,278 (82%)
- **Cash flow surplus estimated to the end of October 2023 is \$503,706. This forecast is higher than the year-end projected surplus as debt servicing costs and amortization charges are applied in Q4-23.**
- **Administration Cost Centre:**
 - Total administration expenses YTD are \$353,830 or 76% compared to 2023 budget of \$466,383.
 - Most major cost categories are at or near budget provision.
 - Administrative revenue remains higher than forecast due to higher unrestricted reserve (cash account) balances and higher interest rates. Interest income YTD is \$42,130 compared to a budget estimate of only \$2,500. This reflects the combination of higher interest rates and larger than forecast cash position.
- **Transfer Stations Cost Centre:**
 - Total MSW revenue for the transfer stations (excluding municipal fee for service) was \$183,945 or 97% of budget. Combined with the municipal fees received to date, total revenue is \$426,935 or 99% of budget reflecting receipt of the Q4-23 payment.
 - Transfer site expenses YTD of \$361,754 or 85% of budget. The key cost component of contract hauling is running at 102% of budget consistent with higher costs due to higher tonnage, with all other major cost categories inline.
 - For 2023 the Transfer Stations have generated a surplus of \$65,181, including the cost of accrued amortization.
- **Recycling Cost Centre:**
 - Recycling revenue (excluding municipal fee for service) was \$95,367 or 104% of budget. A strong uptick in metals and cement are the main drivers for the revenue surplus along with the ever-surprising couches/chairs/mattresses categories.
 - Recycling expenses YTD of \$329,697 or 83% of budget. The amended budget as presented includes a reduction to Contract Services of \$157,900 to reflect the closure of the recycling centers on July 31st.
 - Recycle processing fees are slightly below budget at 82%.

- Year-to-date the Recycling segment has generated \$108,914 of positive cash-flow including the cost of accrued depreciation. The current surplus is lower than the last update as processing fees incurred in prior periods are now reflected in the financial results.
- **Landfill Cost Centre:**
 - Landfill revenue was \$2.099 mm or 94% of budget. Strong Commercial sales account for most of the surplus with all other revenue streams close to, or slightly ahead of budget as reported in the operations report with the only exception being HC Soil.
 - Revenue from mattresses, couches and chairs continues to surprise. Year-to-date revenue of \$34,715 is 121% of budget. Average daily units received YTD has increased to 21 pieces per operating day.
 - Landfill expenses YTD of \$1.961 mm or 82% of budget. Contract services at 91% of budget are reflecting increased use of rental equipment to handle leachate evaporation. Leachate costs at 110% of budget reflect the impact of heavy rains in June but are still well below 2022 costs of over \$275,000.
 - Equipment maintenance expenses of \$96,013 are 68% of budget. YTD, we have had minimal unplanned maintenance expenses or major equipment failures.
 - Diesel costs YTD of \$88,355 or 65% of budget reflect lower fuel costs than budgeted on a \$/litre basis.
 - Year-to-date the Landfill business unit has generated a net cash-flow surplus of \$137,892 after accounting for accrued amortization of capital assets. Most of the Commission's TCAs are at the landfill (i.e., the cells, packer, shredder, and heavy equipment).

Attachments:

1. October 2023 Budget Report
 - a. Summary Report
 - b. Statement of Operations
 - c. Balance Sheet
 - d. Administration
 - e. Transfer Stations
 - f. Recycling Centers
 - g. Landfill

Prepared: Michael Wuetherick, P.Eng., Chief Administrative Officer, MVRWMC

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT COMMISSION
SUMMARY (incl. ALL expenses)
FOR THE PERIOD ENDED OCT 31, 2023 (UNAUDITED)

	Annual Budget	YTD Actuals	Difference	% Budget
Revenue				
Administration	\$ 4,000	\$ 44,610	\$ 40,610	1115%
Transfer Sites	\$ 189,440	\$ 183,945	\$ (5,495)	97%
Recycling	\$ 92,007	\$ 95,367	\$ 3,360	104%
Landfill	\$ 2,229,394	\$ 2,099,170	\$ (130,224)	94%
Gain/Loss on Disposal	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 2,514,841	\$ 2,423,092	\$ (91,749)	96%
	Budget	Actuals	Difference	
Expenses				
Administration (100% Allocated)	\$ 466,383	\$ 353,830	\$ (112,553)	76%
Admin		\$ 44,610	\$ (44,610)	
Transfer Sites	\$ 423,129	\$ 361,754	\$ (61,375)	85%
Recycling	\$ 397,341	\$ 329,697	\$ (67,644)	83%
Landfill	\$ 2,378,879	\$ 1,961,278	\$ (417,601)	82%
Total Expenses	\$ 3,199,349	\$ 2,697,339	\$ (546,620)	84%
Net Surplus (deficit)	\$ (684,508)	\$ (274,247)	\$ 410,261	40%
Municipal Fee for Service				
Transfer Sites	\$ 243,120	\$ 242,990	\$ (130)	100%
Recycling	\$ 501,032	\$ 343,244	\$ (157,788)	69%
Landfill	\$ 167,039	\$ 167,166	\$ 127	100%
Total Requisition	\$ 911,191	\$ 753,399	\$ (157,792)	83%
 Net Surplus (deficit) before Capital	 \$ 226,683	 \$ 479,152	 \$ 252,469	

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT COMMISSION
STATEMENT OF OPERATIONS
AND ACCUMULATED SURPLUS
FOR THE PERIOD ENDED OCT 31, 2023 (UNAUDITED)

	Budget 2023 \$	2023 YTD \$	Actual vs Budget
Revenue			
Tipping Fees	2,271,463	2,221,091	98%
Fee for Service	917,441	753,399	82%
Recycling	92,007	95,367	104%
Gain of Disposal of capital assets	-	-	0%
Investment Income	4,000	44,350	1109%
Other Income	141,121	71,837	51%
Total Revenue	3,426,032	3,186,045	93%
Expenses			
Salaries, wages and benefits	915,011	715,013	78%
Contracted and general services	1,433,770	1,257,166	88%
Materials, goods and utilities	199,807	131,065	66%
Landfill closure and post-closure provision	25,000	-	0%
Interest on long term debt	5,138	4,196	82%
Debenture Principle	73,841	36,729	50%
Interest on lease (Shredder)	23,734	18,166	77%
Principle on Lease (Shredder)	50,741	23,710	47%
Interest and bank charge	12,000	10,399	87%
Amortization of capital assets	531,441	485,634	91%
Loss on disposal of capital assets	-	-	
Bad debts	1,000	260	
Total expenses	3,271,483	2,682,339	82%
Annual Surplus (deficit)	154,549	503,706	
Accumulated Surplus, Beginning of Year	2,212,464	2,212,464	
Accumulated Surplus, End of Period	2,367,013	2,716,170	

**MOUNTAIN VIEW REGIONAL WASTE
MANAGEMENT SERVICES COMMISSION
BALANCE SHEET
As at OCT 31, 2023**

	2023	2022
	\$	Year End \$
Assets		
Financial assets		
General Cash Account	1,162,014	522,944
Capital Reserve Account	629,468	350,929
Recycling Reserve Account	44,470	44,215
Closure/Post Closure Investment Account	894,578	894,578
Receivables	352,191	539,348
Total Assets	3,082,721	2,352,014
Liabilities		
Accounts Payable and accrued liabilities	110,405	238,583
Obligation under capital leases	494,886	542,306
Long term debt	191,431	265,272
Landfill closure and post-closure liabilities	563,085	563,085
Total Liabilities	1,359,807	1,609,246
NET DEBT	1,722,914	742,768
NON-FINANCIAL ASSETS		
Tangible capital assets	4,975,615	5,446,244
Inventory for consumption	10,479	-
Prepaid expenses and deposits	19,757	42,948
	5,005,852	5,489,192
ACCUMULATED SURPLUS	6,728,765	6,231,961

**MOUNTAIN VIEW REGIONAL WASTE
MANAGEMENT COMMISSION
STATEMENT OF REVENUE & EXPENDITURES
FOR THE PERIOD ENDED OCT 31, 2023 (UNAUDITED)**

	Budget 2023	2023 YTD \$	Actual vs Budget 0%
ADMINISTRATION			
Revenue			
Other Revenue - Dividends	-	-	0%
Other Revenue	-	260	0%
A/R Interest	1,500	2,220	148%
Bank Account Interest	2,500	42,130	1685%
Transfer from Reserves	-	-	0%
Total Revenue	4,000	44,610	1115%
Expenses			
Board Meeting Expense	3,500	2,775	79%
Training/Conferences	2,000	-	0%
Mileage	1,000	726	73%
Meals & Accommodation	1,200	375	31%
Total Board Meeting Expense	7,700	3,876	50%
Personnel			
Salaries	109,843	75,957	69%
Employee Benefits	24,465	17,475	71%
Staff Training	3,500	1,699	49%
Total Personnel	137,808	95,131	69%
Purchased Services			
Mileage	4,000	3,492	87%
Meals & Accommodation	1,500	1,333	89%
Memberships & Registrations	2,000	1,530	77%
Postage/Shipping	750	953	127%
Telephone	9,000	7,181	80%
Advertising	1,500	-	0%
Audit	12,500	14,645	117%
Legal	10,000	10,415	104%
Vehicle Leases	-	-	0%
Contract Services	183,000	137,421	75%
Computer Support	7,500	2,902	39%
Vehicle Maintenance	1,000	-	0%
Equipment Maintenance	500	155	0%
Internet	4,500	3,150	70%
Rent	15,000	12,571	84%
Rentals & Leases	3,000	1,624	54%
Insurance	37,124	28,597	77%
Total Purchased Services	292,874	225,968	77%
Supplies			
General Supplies	9,000	9,887	110%
Fuel (Gas)	500	-	0%
Staff Appreciation	3,000	321	11%
Interest Past Due Accts	-	-	0%
Total Supplies	12,500	10,208	82%
Bank Service Charges	12,000	10,399	87%
Provision for Bad Debt	1,000	260	26%
Amortization	2,501	7,988	319%
Transfer to Reserves	-	-	0%
Total Expenditures	466,383	353,830	76%
Net Cost (Surplus)	462,383	309,220	67%

MOUNTAIN VIEW REGIONAL WASTE
MANAGEMENT COMMISSION
STATEMENT OF REVENUE & EXPENDITURES
FOR THE PERIOD ENDED OCT 31, 2023 (UNAUDITED)

	Water Valley			Sundre			Total		Actual vs Budget
	Budget 2023	2023 YTD	Budget 2023	Budget 2023	2023 YTD	Budget 2023	2023 YTD	Budget 0%	
Revenue									
General Scale Fees	88,493	82,936	100,947	101,009		189,440	-		97%
Class 2 MSW	-		-			-	-		
Other	-		-			243,120	242,990		100%
Fees Charged to Municipalities									
Total Revenue	88,493	82,936	100,947	101,009		432,560	426,935		99%
Expenses									
Personnel									
Wages	30,013	30,716	51,948	33,328		-	-		78%
Employee Benefits	4,483	6,199	4,483	4,031		8,966	10,230		114%
Mileage	-	-	-	-		-	-		
Total Personnel	34,496	36,915	56,431	37,359		90,927	74,275		82%
Purchased Services									
Telephone	1,500	1,425	1,500	1,162		3,000	2,587		86%
Contract Hauling	83,841	74,146	68,699	82,121		152,540	156,267		102%
Matress Processing	-		-			-			
Bin Rental						-			
Site Maintenance	1,000	1,710	1,000	690		2,000	2,400		120%
Landfill Tipping	37,321		42,573			79,894	77,666		97%
Equipment Maintenance	500	-	500	-		1,000	-		0%
Building Maintenance	500		500	-		1,000	-		0%
Total Purchased Services	124,662	77,281	114,772	83,973		239,434	238,920		100%
Supplies									
General Supplies	-	-	-	-		-	-		0%
MSW Adjustments						-	-		0%
Diesel						-	-		
Utilities	1,800	1,357	2,712	2,385		4,512	3,741		83%
Total Supplies	1,800	1,357	2,712	2,385		4,512	3,741		83%
Amortization	-	5,727	-	8,170		42,018	13,896		33%
Cost sharing of administration function						46,238	30,922		67%
Total Expenditures	160,958	121,279	173,915	131,887		423,129	361,754		85%
Net Cost (Surplus)	72,465	38,343	72,968	30,878		(9,431)	(65,181)		

**MOUNTAIN VIEW REGIONAL WASTE
MANAGEMENT COMMISSION
STATEMENT OF REVENUE & EXPENDITURES
FOR THE PERIOD ENDED OCT 31, 2023 (UNAUDITED)**

	Budget 2023	2023 YTD	Actual vs Budget 0%
RECYCLING			
Revenue			
Recycling Drywall	-	-	
Recycling Metal	18,411	15,814	86%
Recycling Cement	13,455	14,594	108%
Recycling Fridge/Freezer	18,000	16,968	94%
Recycling Batteries	5,500	2,047	37%
Recycling Electronics	12,000	9,483	79%
Recycling Paint	9,500	7,598	80%
Recycling Wire		527	
Recycling Mattresses			
Recycling Couches/Chairs			
Shingle Contribution		-	
		-	
Other Revenue (Metal Re-Sales)	15,141	28,335	187%
Transfer from Reserves	-	-	
Total Revenue	92,007	95,367	104%
Purchased Services			
Contract Services	231,486	223,201	96%
Shingle Recycling	-	-	0%
Processor Fees	99,569	81,617	82%
Concrete Recycling	-		
Total Purchased Services	331,055	304,818	92%
Amortization	11,301	9,418	83%
Cost sharing of administration function	23,119	15,461	67%
Transfer to Reserves	31,866	-	0%
Total Expenditures	397,341	329,697	83%
Net Cost (Surplus) before fees charged to Municipalities	305,334	234,330	77%
Fees Charged to Municipalities	501,032	343,244	69%
Net Cost (Surplus)	(195,698)	(108,914)	

**MOUNTAIN VIEW REGIONAL WASTE
MANAGEMENT COMMISSION
STATEMENT OF REVENUE & EXPENDITURES
FOR THE PERIOD ENDED OCT 31, 2023 (UNAUDITED)**

	Budget 2023	2023 YTD	Actual vs Budget 0%
DIDSBURY LANDFILL			
Revenue			
Municipal Pickup Scale Fees			
Landfill - Class 2 MSW - Olds	119,504	111,170	93%
Landfill - Class 2 MSW - Sundre	32,107	27,331	85%
Landfill - Class 2 MSW - Didsbury	91,762	81,405	89%
Landfill - Class 2 MSW - Carstairs	101,171	90,473	89%
Landfill - Class 2 MSW - Cremona	9,021	7,423	82%
Landfill - Class 2 MSW - MVC	-	-	0%
Sundre & WV Transfer Site Tipping Fees	79,894	77,666	97%
General Scale Fees	1,465,185	1,449,969	99%
Landfill - Commercial Pickup			
Landfill Class 2			
Didsbury Transfer Station	183,379	174,379	95%
Hydrocarbon soils	100,000	17,193	17%
Mattresses	22,500	25,670	114%
Couches and Chairs	6,250	9,045	145%
Other (Lease)	16,121	7,776	48%
Other (callout revenue)	2,500	2,340	94%
Transfer from Reserves	-	-	0%
Transfer from Capital Reserves	-	-	0%
Land Requisition		-	0%
Provincial Grant		9,554	0%
Total Revenue	2,229,394	2,099,170	94%
Expenses			
Personnel			
Salaries	561,604	450,198	80%
Employee Benefits	112,472	90,297	80%
Staff Training	4,500	1,236	27%
Total Personnel	678,576	541,732	80%
Purchased Services			
Mileage	-	-	
Meals & Accommodation	1,500	1,270	85%
Telephone	3,500	2,737	78%
Licenses & Permits	150	150	
Contract Services	229,000	208,220	91%
Leachate Transport	125,000	137,319	110%
Consultants/Lab Testing	54,600	30,961	57%
Site Maintenance	10,000	6,865	69%
Building Maintenance	4,000	3,668	92%
Equipment Maintenance	142,157	96,013	68%
Vehicle Maintenance	-	-	0%
Rentals & Leases	500	256	51%
Vehicle Lease	-	-	0%
Total Purchased Services	570,407	487,460	85%
Supplies			
General Supplies	12,500	12,349	99%
Small Tools	12,500	17	0%
Diesel	135,135	88,355	65%
Gas	12,500	8,980	72%
Utilities	10,160	7,414	73%
Total Supplies	182,795	117,115	64%
Debenture Principle	73,841	36,729	50%
Debenture Interest	5,138	4,196	82%
Lease Principle	50,741	23,710	47%
Lease Interest	23,734	18,166	77%
Capital Purchases	-	15,000	
Transfer to Capital Reserves	-	-	0%
Amortization	375,621	454,332	121%
Pit Closure/Post Closure	25,000		0%
Cost sharing of Administration Function	393,026	262,837	67%
Total Expenditures	2,378,879	1,961,278	82%
Net Cost (Surplus) before fees charged to	149,485	(137,892)	



Mountain View Regional Waste Management Commission

Request for Decision

Meeting Date: December 4th, 2023

Reference: 100/2023.07

TITLE: 5.4 – Alberta Extended Producer Responsibility Program Update

RECOMMENDATION:

THAT the MVRWMC Board accept as information Administration's update on the Alberta EPR program.

Background:

The following is an update to the previous EPR information provided to the Board at the March 27th, 2023 meeting. Alberta passed the Extended Producer Responsibility (EPR) Regulation on November 30, 2022. Today's update will summarize the current framework of the EPR system and how it may impact the Commission's operations.

Since March, the province through the Ministry of Environment and Protected Areas has developed the requisite regulatory framework to manage the rollout and operation of the EPR systems. Alberta's EPR will be managed by the Alberta Recycling Management Authority (ARMA). This is the same group that currently manages the operation of the Commission household hazardous waste programs, tires, and electronic recycling programs.

The NEW EPR is intended to pass along the costs of all solid waste generation to the producers. Based on the current model being proposed by ARMA, provision of services for single-use products, packaging, and printed paper products (PPP), and a second program targeting hazardous and special products (HSP). Presently the Commission is part of the HSP component at a cost of approximately \$100,000 per year which is funded through the municipal fee for service component of the rate model.

Under the proposed EPR programs, product producers will be responsible for 100% of the costs of operating existing PPP and HSP programs. This is a significant deviation from early indications that funding would be allocated on a per capita basis. Administration remains skeptical that all costs of particularly the PPP program will be funded at 100%.

A summary of the definition of the proposed PPP programs is outlined by the Province as:

PPP includes the following materials from the residential sector:

- paper products such as newspapers, packaging, cardboard, printed paper and magazines
- plastics (both rigid and flexible)
- metal and glass

Alberta's EPR framework does not include PPP from the industrial, commercial and institutional sectors. PPP materials regulated under existing regulated stewardship programs (beverage containers, tires, paint, electronics and used oil materials) are not included in EPR PPP to avoid duplicating requirements.

Similarly, the HSP program outline is as follows. Note that existing programs targeting tires, paints, electronics, used oil etc. and NOT INCLUDED in the expanded HSP program. At this point it is not yet clear whether the current HSP services will remain as a cost to the Commission or will become fully subsidized starting in 2025.

HSP

Currently, the Government of Alberta and Alberta municipalities jointly fund management of household hazardous wastes. Alberta's EPR system for HSP will replace Alberta's existing household hazardous waste program and expand upon the materials accepted.

HSP products include:

- consumer-sized solid, liquid, and gaseous products that are flammable, corrosive, and toxic
- batteries
- pesticides

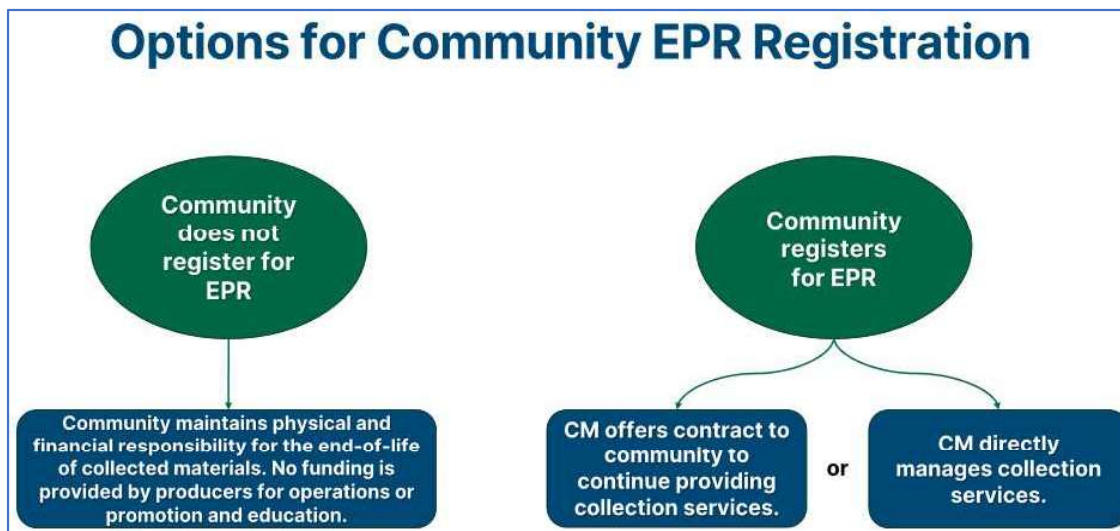
The system does not include HSP products sold in industrial sizes. HSP materials regulated under existing regulated stewardship programs (beverage containers, tires, paint, electronics and used oil materials) are not included in EPR HSP to avoid duplicating requirements.

How does the ERP Registration Work?

ARMA is the governance body overseeing the program but has contracted a firm called Circular Materials to deliver and manage services. A copy of the Alberta Municipal Working Group session attended by MVRWMC Administration on November 15th, 2023 is attached for reference. The next municipal session is scheduled for December 13th, 2024.

In summary, the Commission and its member municipalities are required to register for a PPP program. There is some ambiguity in the application deadline as to whether its December 31st, 2023 or April 1st, 2024. Regardless, the registration process simply kicks off a review process to be managed by Circular Materials to develop the program deliverables at each site.

The following slide highlights the registration options:



Despite the Commission's decision to terminate the regional recycling depot program in August 2023, it is in the Commission's best interest to register for EPR. The options from there would see the Commission continue to manage the (former) recycling services or have Circular Materials directly manage those services. **Administration recommends the best option is for Circular Materials to manage all collection services going forward.**

Under the managed services model, the following slide outlines the deliverables.



For reference, the Commission's regional recycling program costs were approximately \$390,000 - \$400,000 for the contract hauling of recycling from the eight sites formally operated by the Commission. Should the Commission decide to re-instate any of these services, Administration recommends limiting any new PPP program to be the former recycling centers at the Didsbury landfill, and the transfer stations in Sundre and Water Valley.

Member Community Responsibilities

Each individual municipality will need to register for their own PPP program as the Commission currently has no contractual tie to these services. According to the Circular Materials information, municipalities offering curbside recycling pick-ups (i.e. Blue cart programs) will have the option to have ARMA manage those contracts, or to provide those services as outlined above.

Please ensure that your municipality's Administration is aware of the application process and application timing.

Attachments:

1. EPR – Alberta Municipal Working Group
2. EPR – Responsibility Regulation information for communities

Prepared: Michael Wuetherick, P.Eng.,
Chief Administrative Officer, MVRWMC

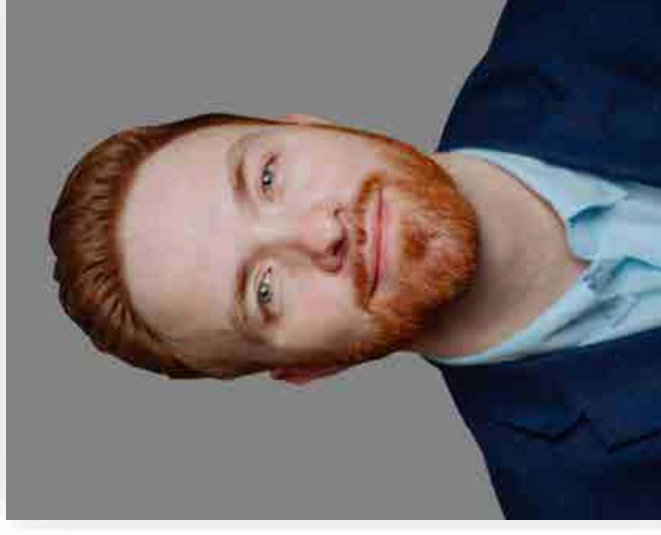
Alberta Municipal Working Group

November 15, 2023



Introduction: Jon Inrig

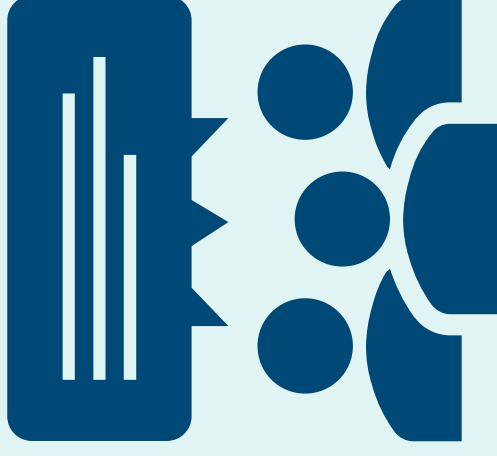
- Circular Materials' new Managing Director, Alberta.
- Overseeing the transition to extended producer responsibility in Alberta and collaborating with communities to ensure program goals are met and supporting a seamless transition.
- Jon brings invaluable experience from prior EPR programs and in the tech-enabled commercial waste, recycling, and sustainability service industry. He has worked closely with organizations and communities to help improve innovation and drive efficiencies in waste, recycling, and sustainability services.



JON INRIG
Managing Director, Alberta

Reminder: Asking Questions During the Meeting

- Questions can be asked by:
 - Raising your hand, unmuting yourself and asking verbally.
 - Typing in the 'Chat' box.

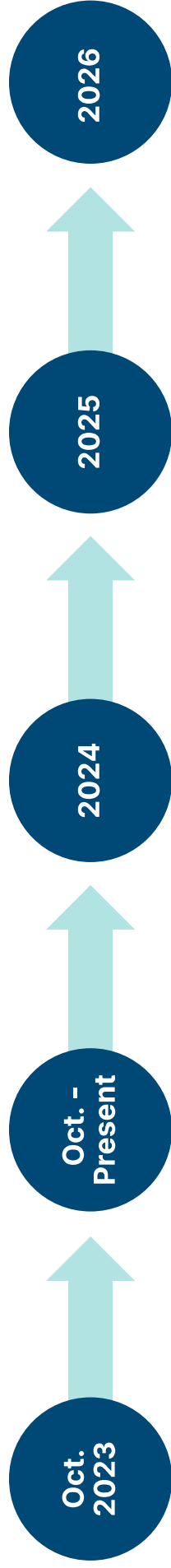


Agenda

- Reminder: transition timeline
- Community registration options
- Next steps post-registration
- FAQs
- Closing



Reminder: Transition Timeline



ARMA Bylaws, policies in place.

Registration process opened for communities on October 2, closes December 31.

Circular Materials begins consultations for collection and management plans.

Engagement with communities on operations, facilities, and promotion & education activities.

Circular Materials completes and submits verification plan to ARMA on April 1, 2024.

Circular Materials builds operational plans and continues collaboration with transitioning communities throughout 2024.

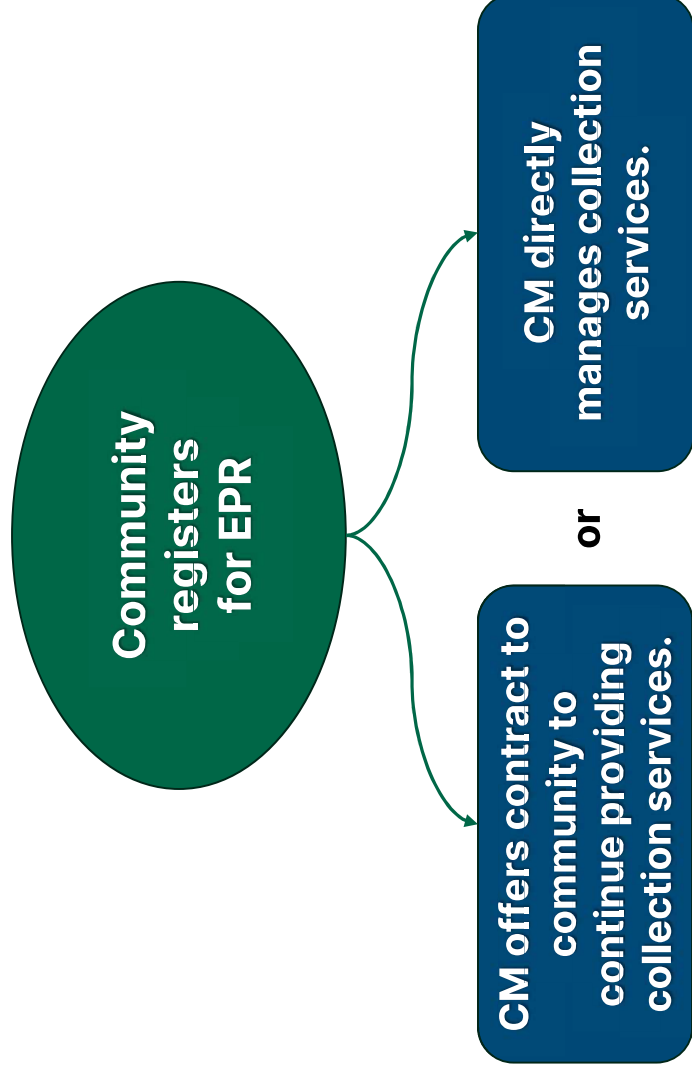
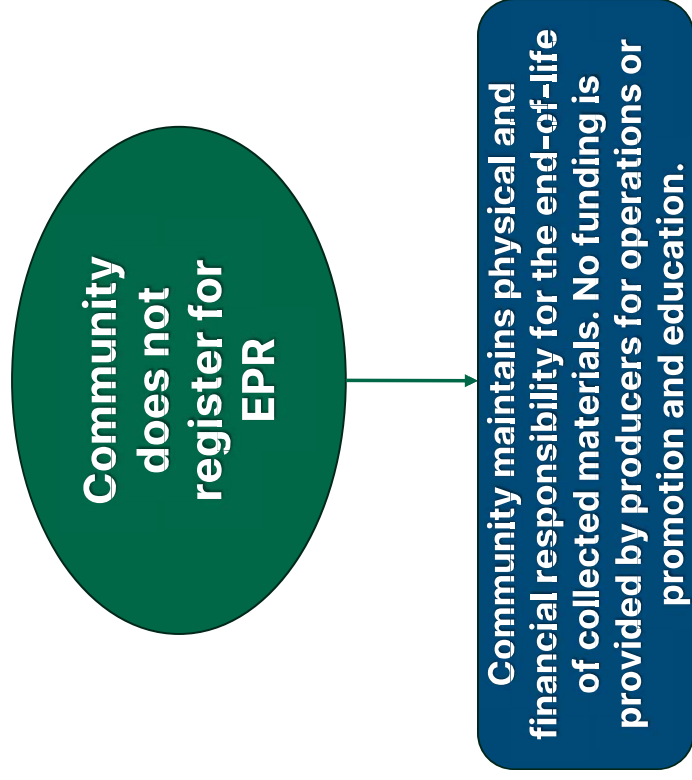
April 1, 2025 - EPR Implementation Phase 1.

EPR in place for registered communities with existing services as of Nov 30, 2022.

October 1, 2026 - EPR Implementation Phase 2.

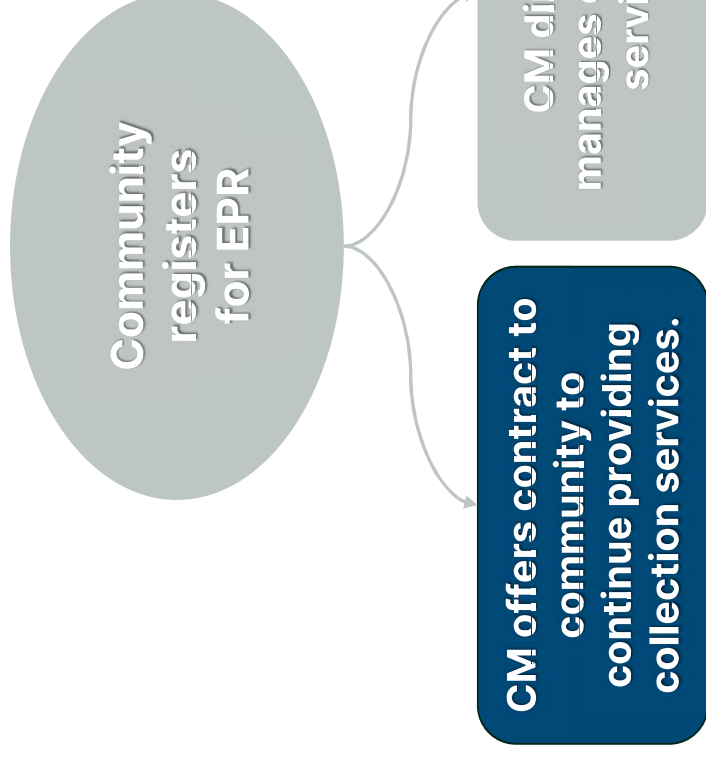
EPR in place for registered communities that did not have existing services as of November 30, 2022.

Options for Community EPR Registration



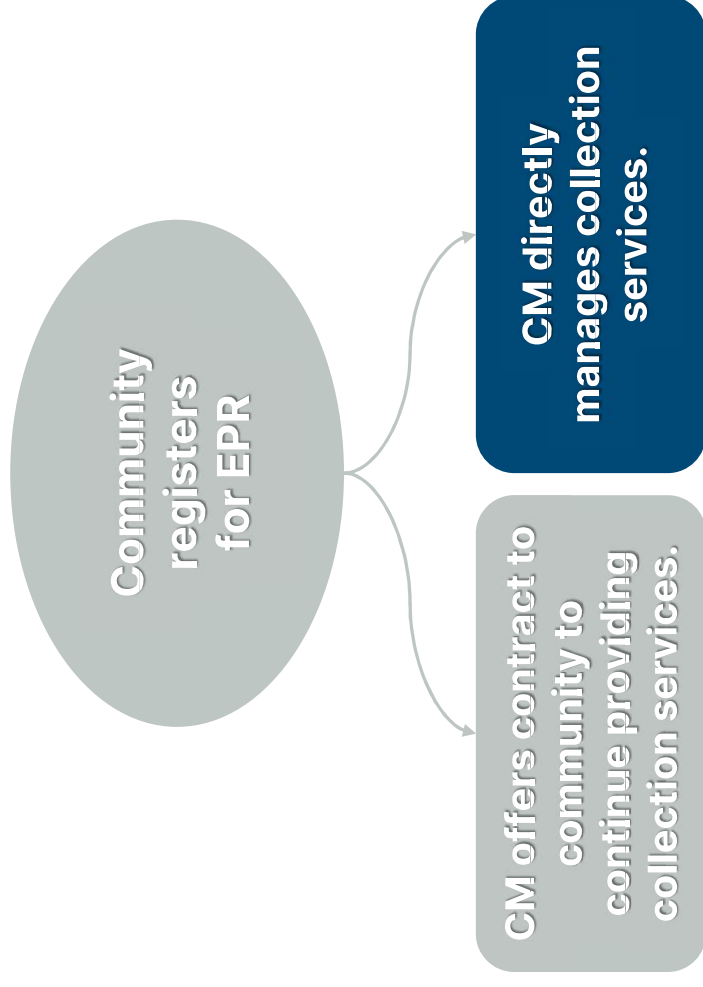
Community Continues Providing Services

- Community enters into a contract with Circular Materials to continue providing collection services.
- Circular Materials works with the community on a coordinated promotion and education plan and provides funding to execute this program.
- Circular Materials may contract with the community for other post-collection services if applicable as part of a separate agreement.



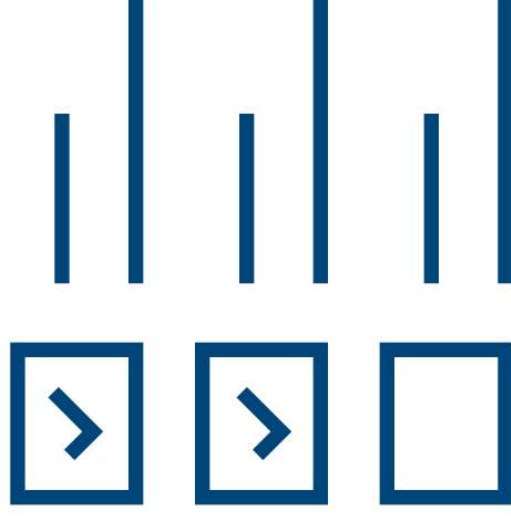
Circular Materials Provides Services

- Circular Materials contracts haulers and directly manages recycling collection services (curbside and depot).
- All operational and financial requirements through third party contracts.
- Circular Materials leads promotion and education with input and collaboration from the community.



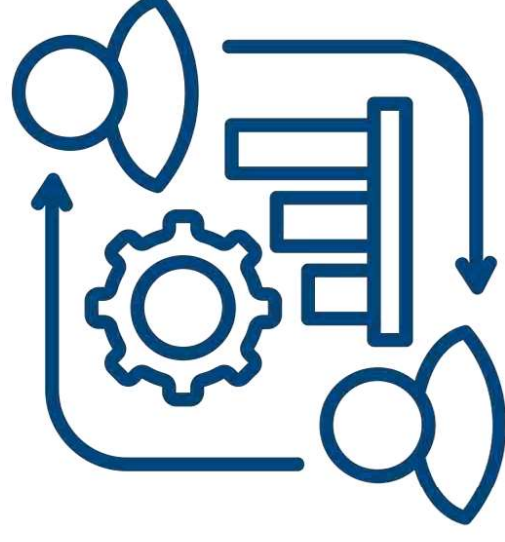
Next Steps Post-Registration

- We will reach out within two weeks of receiving confirmation of a community registering with ARMA.
- We will meet with each community to learn about the current system (including operations and promotion and education) to support the development of a plan to deliver a seamless transition to EPR for Alberta residents.
- Learnings from the meetings with communities will support Circular Materials' verification plan submission to ARMA on April 1, 2024.



Commitment to Ongoing Collaboration

- Started engagement and continue to collaborate with communities to support planning and help address questions:
- Attended multiple Webinar meetings with AB Municipalities and ARMA to support education.
- Hosting Monthly Municipal Working Group webinars - started in October and will be ongoing.
- Presented at the Recycling Council of Alberta conference in mid-October.
- Presented and hosted a booth at the Rural Municipalities of Alberta Conference on November 7.



FAQs

How will contamination be managed, and will there be chargebacks?

We will collaborate with communities and collection partners to support plans to reduce contamination, including but not limited to providing information on types and sources of contamination from sampling and audits. Using this data, we will also develop communication assets and tools to address the common forms of contamination through promotion and education initiatives.

How will unmanned depots be managed and who is responsible?

We will be working with municipalities to understand needs and find a solution that works within the EPR framework to support a smooth transition.

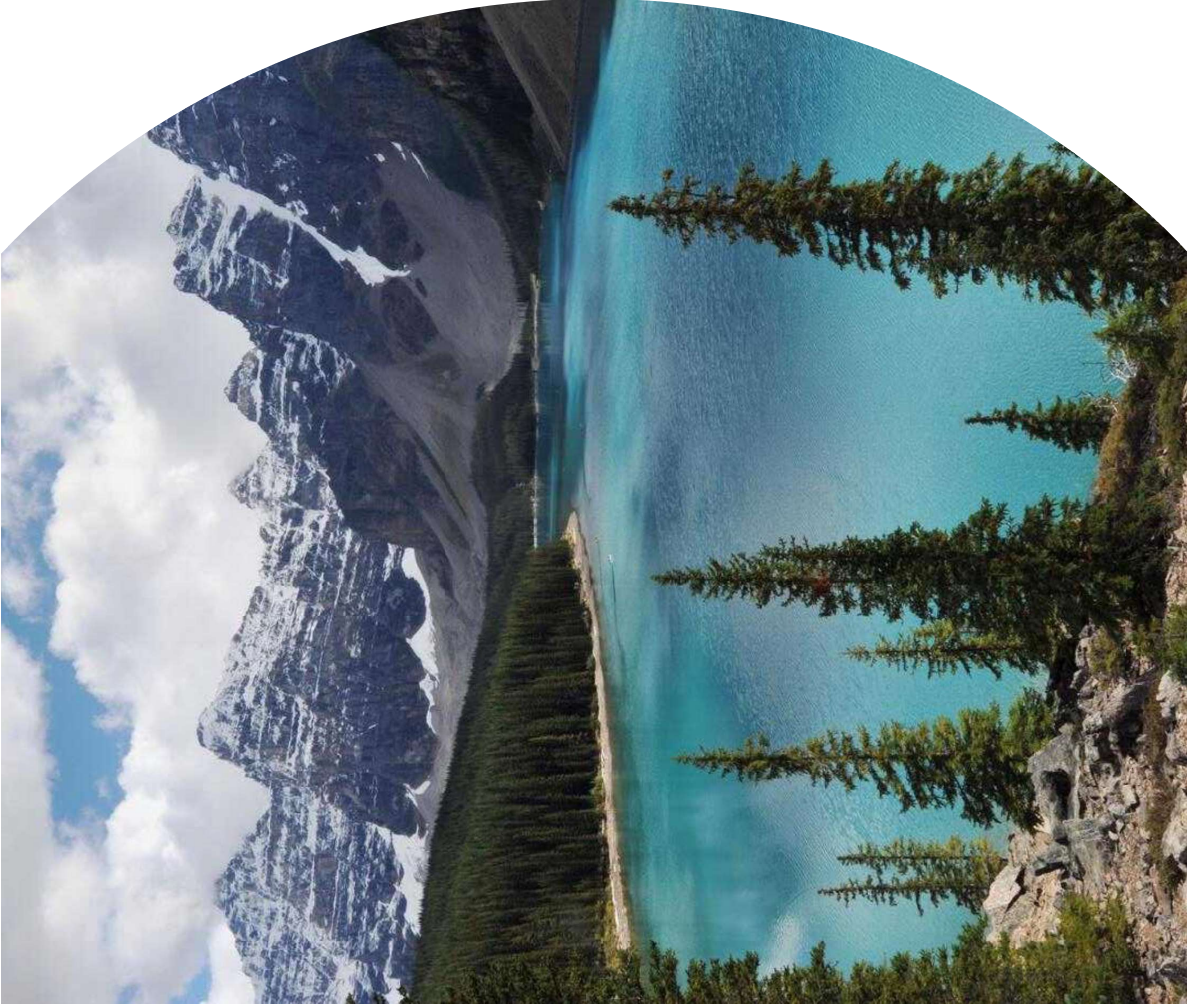
FAQs

What happens to our current recycling contractor?

This will vary on a case-by-case basis and is dependent on the EPR path the community and Circular Materials undertake. Our operations team is available to discuss what outcomes could look like for your community. Please reach out to ABoperations@circularmaterials.ca.

If we don't have curbside service but would like it, could we add this service?

If your community does not have existing curbside recycling but has existing curbside garbage, the Regulation requires that curbside pick-up for recycling be provided starting October 2026.



Wrap Up

- Thank you for your continued support as we work towards the transition to EPR in Alberta.
- We encourage you to provide input and topic suggestions for the Municipal Working Group meetings.
- **Next meeting:** December 13, 2023 from 11 – 12 p.m. MT.
- Questions can be sent to ABoperations@circularmaterials.ca.



Questions?




circularmaterials.ca

info@circularmaterials.ca



circularmaterials.ca

info@circularmaterials.ca



Alberta's Extended Producer Responsibility Regulation

Information for communities

Introduction

Alberta's Extended Producer Responsibility (EPR) Regulation came into force on November 30, 2022. It requires obligated producers to have systems in place for single-use products, packaging and paper products (PPP) and hazardous and special products (HSP) for province-wide, producer-operated EPR systems by April 1, 2025.

EPR is new in Alberta and will result in changes to how communities deliver their current recycling systems. The purpose of this fact sheet is to help communities make informed decisions regarding EPR during the transition phase.

Overview

Current recycling systems for packaging and paper products (blue bag materials) are primarily taxpayer funded and feature localized approaches. Communities have accomplished significant waste diversion; however, there is a patchwork of systems across Alberta, which can create confusion.

Provincial and municipal taxpayers jointly fund the collection and end-of-life management of household hazardous wastes. EPR shifts the financial and operational responsibility of collecting, sorting, processing and recycling these materials to the product producers and away from local governments and taxpayers.

Under EPR, producers take responsibility at end-of-life for the products and packaging they put on the market. A single, province-wide system is clearer and draws economies of scale for material management. Alberta's new EPR systems will initially focus on residential single-use products, PPP and HSP.

The EPR Regulation ensures every type of community in Alberta is included in future EPR systems: city, town, village, summer village, municipal district, specialized municipality, improvement district, Métis Settlements or First Nations.

While some communities may currently collaborate under a regional waste commission, all communities are eligible to receive service. Producers will be responsible for the costs and implementation of all aspects of the system including education, collection, processing and sale of material to end markets. Once a community registers, producers will be entirely responsible for funding and operating the EPR systems for that community.

Community benefits of EPR

A producer-run EPR system will bring opportunities for communities such as reduced administrative burden, diversion of waste from landfills and cost savings that can be invested in other relevant programs including establishing other recycling programs and/or supporting initiatives to build more sustainable and resilient communities.

EPR is a fundamental shift in the way materials are collected for recycling in Alberta. By participating in EPR, communities transition their operational responsibilities for recycling to producers. Communities would no longer be responsible for figuring out where to recycle their PPP or HSP materials or getting them to market to recover their costs.

Producers, and/or the Producer Responsibility Organizations (PROs) acting on their behalf, may look to establish contracts with those communities already collecting recyclables from residents. This may include leveraging current municipal assets such as collection containers, collection trucks, depots and material recycling or sorting facilities.

Timeline

The EPR Regulation names the Alberta Recycling Management Authority (ARMA) as the organization to oversee Alberta's first two EPR systems. The Government of Alberta and the ARMA are working collaboratively to ensure a successful oversight system.

In addition to the EPR Regulation, bylaws will govern the overall EPR framework (anticipated to be complete in fall 2023). Once bylaws are in place, the ARMA will begin registering communities and producers (fall 2023).

- Community registration ensures producers/PROs can finalize their collection and processing plans.
- The EPR Regulation requires producers to submit a PPP common collection system verification plan to the ARMA by April 1, 2024.
 - This plan will need to demonstrate that producers are on track to have recycling service in place for the launch of implementation on April 1, 2025.
 - Producers may reach out to communities for additional information to help inform their plan.

Transition for PPP

The EPR transition for PPP will have two separate phases:

- Phase I will start April 1, 2025, and includes communities that had existing recycling service (depot or curbside) in place as of November 30, 2022. Producers will provide EPR system services to registered communities at no charge.
- Phase II will start October 1, 2026 (18 months after Phase I) and will expand EPR to include communities not covered under Phase I. In Phase II, EPR system services will mirror the communities' waste collection service (i.e., depots or curbside).

If a community does not have a curbside recycling program, but does provide curbside waste collection, then the community can register and will be eligible for curbside recycling as part of Phase II, regardless of whether producers are providing depot collection as part of Phase I. This will allow a community to improve upon the existing service standard (i.e., moving from depot to curbside).

Transition for HSP

The EPR transition for HSP will not be phased in. HSP service will start April 1, 2025. HSP EPR system service must be provided to registered communities by producers at no charge. The type of collection is outlined in the EPR Regulation and may include depots or roundups.

The role of communities in the EPR system

Alberta's EPR framework requires producers be responsible for the collection, sorting and recycling of designated PPP and HSP materials. Communities will need to make decisions about how they want to be involved in certain aspects of the EPR system. Communities may have up to three distinct roles within EPR systems:

1. Communities choose whether they want to register with the ARMA to receive services from the EPR system.
2. Communities choose whether to explore contractual relationships with the producers to become a service provider within the EPR system.
3. Communities may be required to register as producers in the EPR system.

Community registration

Communities must register with the ARMA if they wish to join the EPR system and receive service. The EPR system is funded and operated by producers (often through PROs) who manage all aspects of the EPR system. Community registration will provide details to the ARMA on existing service, types of residences, etc. This information is critical for producers/PROs to inform system design considerations and plans. Registration identifies the communities where producers are responsible for funding and operating recycling services.

Registration does not determine who will provide recycling services. The producers select the service providers they will use to meet their regulatory obligations. For more information on communities as service providers, see the next section.

If a community does not register by the date specified by the ARMA, and later decides they want EPR system services, they may experience a delay in receiving EPR system services. If communities do not register, they will not receive services from the EPR system and communities will continue to fund and operate any recycling services. Producers will not be required to cover any operational costs related to these municipal recycling programs as they are outside the scope of EPR.

Communities as service providers

Communities interested in providing recycling services can express interest to producers/PROs and explore continuing that function within the EPR system. Should producers/PROs and an individual community form a business arrangement, the community may continue to provide collection service. Producers/PROs are not obligated to use communities as service providers.

Some considerations regarding communities as service providers include:

- Under the EPR Regulation, once a community registers, producers are obligated to provide collection service.
- Communities bring valuable operational experience to support producers/PROs in meeting their regulatory requirements.
- Producers/PROs will need to secure assets and services necessary to implement their systems.
- Communities may consider their existing infrastructure (e.g., eco stations) and contemplate if they want to negotiate with and offer collection service to producers. Private arrangements may be made between a community and producers/PROs, for a community to provide capital infrastructure or service to the EPR system.
- Producers/PROs may wish to use existing depots and eco-stations to collect designated PPP and HSP materials.
- If producers decide not to collect designated materials at existing sites, the municipality can still choose to operate collection sites for recyclable materials not within the EPR framework.
- Communities bring operational experience that can be of value to producers/PROs to meet their regulatory requirements.
- Producers/PROs will need to secure assets necessary to support their systems.
- There are several community assets such as collection containers, collection trucks, depots and material recycling or sorting facilities that may be essential to support a smooth and timely transition to EPR.

Communities as EPR system producers

Under the EPR Regulation, communities that supply designated material into Alberta may be obligated producers.

Paper products supplied by communities to residents are the most likely product that communities may have producer obligations for within the EPR system. Section 14 of the EPR Regulation identifies obligated PPP producers.

For details on the producer obligations communities may have, please consult the EPR fact sheets on [Alberta.ca](https://alberta.ca). Communities will need to ensure they understand their obligations and whether they are eligible for exemption of any obligations due to gross revenue and material volume thresholds under the EPR system and set out in the ARMA's bylaws.

Preparing for registration

The ARMA is currently working on an implementation plan. This includes a system and procedures for registering communities and producers/PROs. Bylaws will guide these systems. Communities may, in the interim, start thinking about the information and data it may need to provide to producers/PROs to plan for EPR implementation delivery of services. Below are some of the types of, but not all, information that may be requested by producers/PROs:

- total households and population serviced
- total reported and/or calculated marketed tonnes

If communities do not have all data requested by producers/ PROs, they will still be able to register. Some communities may provide estimates or assumptions to help producers/ PROs with what to expect from their residents, based on current practices.

More information

The Government of Alberta is open to engage with communities in implementing the EPR regulatory framework in Alberta. For more information, contact AEP.RecyclingRegulation@gov.ab.ca.



Mountain View Regional Waste Management Commission

CAO Report to the Board

Meeting Date: December 4th, 2023

Reference: 100/2023.07

TITLE: 5.1 – CAO Report

RECOMMENDATION:

THAT the MVRWMC Board accept as information the CAO report for the period from September 21st, 2023 – through November 29th, 2023.

Administration Initiatives

1. Following the September board meeting, Administration distributed the final budget overview to member Administrations. Given the significant reduction in municipal fees, and reduced costs overall for solid waste management services, the feedback was positive!
2. As noted below in the financial report, a sizeable portion of the Closure-post-closure funds reached maturity in September. Administration met with RBC Securities to review long-range fixed income pricing and forecasts to re-invest the available restricted reserves. The new GIC's were invested in \$100,000 increments with a variety of Canadian banks to maintain eligibility for investment deposit insurance. The new GIC's maturities are laddered out over 2-5 years weighted to an average of 4-year term at 5.1% interest.
3. Administration met with two new independent recycling processors looking to provide services to the Commission related to recycling. One firm, Harvest Recycling did not have any particular plan that was shared with Administration, and we have received any proposal from them to date. The second company is Eco-Growth who was the delegate presentation earlier in today's meeting.
4. Administration attended two EPR webinars hosted by the Province to review the EPR roll-out. Additional user update meetings are scheduled monthly as ARMA and Circular Materials engage hosts of PPP and HSP sites.
5. The annual RMA insurance renewals are complete. The Environmental Liability Insurance required additional data including design information, ground water testing and licensing details. The EIL providers keep changing each year as fewer insurance companies are willing to provide such coverage.

6. Attended safety meetings on October 31st, 2023.
7. During a visit to the landfill on November 14th, 2023 the landfill received a load of “recycled” tires from one of the processors working under contract to ARMA. In total the landfill has recently received 4 loads of tires which have no market, and the processors must move the product somewhere. As an overview, every time we buy a tire there is a \$4.00 “environmental fee” which goes to ARMA to fund tire recycling. County residents can bring used tires to the landfill for no charge and ARMA picks them up and hauls them to a processor. With these loads, its possible the same tires may have returned directly to the pit. This is yet another example of “wish-cycling” as opposed to the climate saving recycling stakeholders believe is happening.



Financial Report

1. As at November 22nd, 2023 the Commission’s checking account balance was \$1,293,216 compared to \$1,042,760 as at September 25th when the working capital balance was last reported. The increase reflects the receipt of Q4-23 municipal fees and cashflow from operations.
2. In addition, the reserve balances were:

a. Capital Reserves fund	\$631,158.26
b. Recycling Reserves fund	\$45,223.80
c. Post Closure Reserves fund	\$0
Total Reserves:	\$676,382.06
3. As at October 31st, 2023 the Commission’s long-term investments balance was \$970,315.25 consisting of fixed income investments, money-market mutual funds and \$68.40 in cash. The Commission re-invested approximately \$409,854 into GIC’s with interest rates from 5.08% - 5.360% spread with maturities in 2025-2028. The new GIC’s replace the previous debentures that were earning 1.35%. As these funds are tied to the CPC liability these funds will not be needed for 30+ years.

4. Current combined cash and investment resources total \$2,939,913 for an increase of \$260,565 from the last reported balance on September 27th, 2023.

5. Long-term Debt Payments:

Upcoming debenture payments

- No further debt payments are scheduled for 2023 related to the Bomag purchase. Payments of \$78,979 will be commence in 2024 with payments 16 and 17 out of 20 total payments. The maturity date of this instrument is March 15th, 2026.

Attachments:

1. RBC Account Balance Report – November 22nd, 2023
2. RBC Investment Report – October 30th, 2023

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