



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-104

From: Gerritt Lacey, Solid Waste Manager

Date: July 7, 2022

Subject: Solid Waste Agreements – Status Update 2

RECOMMENDATION:

That the Solid Waste Committee receive the report titled “Solid Waste Agreements – Status Update 2”, which updates committee members on the progress made to validate all required formal agreements since the update provided in December of 2020, for information.

BACKGROUND/RATIONALE:

In 2020, staff began updating agreements between the PRRD and its member communities in the region.

The agreements were broken into three categories:

1. First Nations Communities.
2. Municipal Waste Haulage.
3. Municipal Solid Waste Management Service.

An overall update on the progress made through each of these agreement types has been detailed below. Past reports have been included in “Other Considerations” for further background information.

First Nations Communities Agreements

In July of 2020, all five agreements with member First Nations Communities (FNC) were found to be expired as of March 31, 2020. These agreements were updated, and sent for signing in November of 2020, with the signed copies being received in February of 2021 extending the agreements to March of 2022.

All five of these agreements share the same framework, and early in 2022, staff updated the framework for each community, including updated residential house counts, and the new fee schedules from the recently updated Solid Waste Fee Bylaw. All five updated agreements were sent out for signing for another 2 year term the last week in February 2022. The current agreements all expire on March 31, 2024.

Currently, the PRRD has three or four different agreements with each member First Nations community depending on the community’s needs. These agreements are for services such as:

- | | |
|---------------|--------------------|
| - Solid Waste | - Addressing / GIS |
| - 911 | - Fire Protection |

Currently staff is working with Doig River and West Moberly First Nations to establish a single agreement framework for each community. It was the staff of Doig River First Nation who reached out the PRRD in the fall of 2021 to begin this process. The goal of the consolidated service agreement is to have a longer term agreement, where rates are updated annually as applicable appendices for each service. As part of these amalgamations, the method in which the Solid Waste Fees are collected will be reviewed to ensure they reflect the intention of the agreement.

Municipal Waste Haulage Agreements

In July of 2020, all three of the existing agreements with the member municipalities, Dawson Creek, Pouce Coupe, and Taylor, for waste hauling subsidies were found to have expired in 2004. Staff updated the frameworks to include fairness, consistency, and an equal level of service. These updated agreements were presented to the March 3, 2022 Solid Waste Committee and received approval. These agreements were sent to the member municipalities at the end of March 2022, all three have been returned and signed.

The new contracts expire on December 31, 2023.

Municipal Solid Waste Management Service Agreement

In July, 2020, the agreement with the District of Tumbler Ridge (DTR) for the operation of the Tumbler Ridge Transfer Station was found to have expired in 2008.

In fall of 2020, PRRD staff met with DTR operations and finance personnel to address inconsistencies in invoicing methodology that were found. Under the original agreement, costs to the PRRD were to cover the aspects of the transfer station that are on PRRD owned property, where the attendant building and the transfer bin infrastructure are situated. However, the PRRD had been subsidizing the majority of costs (including 3rd party) of the operation of the entire transfer station to the District. The result of the conversations lead to DTR to change some of the accounting methods used which allowed for a clearer division of work in their system. This in turn has led to more reflective costs to the PRRD as intended in the original agreement in 2021 and 2022.

In 2022, PRRD staff created a new invoicing template for the DTR staff to work from which has helped to clarify costs and create better backup documentation in the quarterly Invoices.

The District has recently expanded their infrastructure at the Transfer Station for the services they provide to their residents. Previously, there has been consideration from the DTR staff for including a weigh scale to track incoming waste loads. Due to these changes, and the need to update the agreement, there may be an opportunity to assess whether or not operation of the entire site can be consolidated and run by either the District or the PRRD in totality.

The PRRD has been in conversation with DTR staff regarding the necessity of the new agreement to reflect the work happening on site and to provide better clarity for both parties. To date, an updated framework has not been developed. DTR staff were investigating the business case of taking the site on in its entirety, the results of that work have not been further discussed.

ALTERNATIVE OPTIONS:

1. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Partnerships
- ☒ Collaboration with Local and First Nations governments

FINANCIAL CONSIDERATION(S):**First Nations Communities Agreements**

Table 1 is provided below to show the annual cost for each FNC under the agreement for the past four years.

Table 1: Annual First Nations Solid Waste Agreement Fees

	Household Count	Rate /Household	Annual Fee	Household Count	Rate /Household	Annual Fee
Blueberry River First Nations	81	\$50.00	\$4,050	85	\$50.00	\$4,250
Doig River First Nations	64		\$3,200	69		\$3,450
Halfway River First Nations	85		\$4,250	85		\$4,250
Saulteau First Nations	190		\$9,500	192		\$9,600
West Moberly First Nations	66		\$3,300	67		\$3,350
TOTALS	\$24,300/year 2020-2022			\$24,900/year 2022-2024		

Municipal Waste Haulage Agreements

Table 2 is provided below to show the annual cost of the subsidy for the past five years, as well as the projected costs in 2022 and 2023 under the updated agreement.

Table 2: Annual Municipal Waste Haulage Subsidy Costs

	2017 Actuals	2018 Actuals	2019 Actuals	2020 Actuals	2021 Actuals	2022 Projected	2023 Projected
Dawson Creek	\$22,995	\$23,131	\$23,213	\$23,277	\$23,231	\$19,327	\$19,327
Pouce Coupe	\$1,185	\$1,185	\$1,185	\$1,185	\$1,185	\$6,067	\$6,067
Taylor	\$12,480	\$12,480	\$12,480	\$6,240	\$12,480	\$8,316	\$8,568
TOTALS	\$36,660	\$36,796	\$36,878	\$30,702	\$36,896	\$33,710	\$33,962

Municipal Solid Waste Management Service Agreement

Table 3 is provided below to show the cost in the past five years that the PRRD has paid to the DTR under the agreement.

Table 3: Annual Municipal Solid Waste Management Services Costs

	2017 Actuals	2018 Actuals	2019 Actuals	2020 Actuals	2021 Actuals
Tumbler Ridge – Contractor	\$107,121	\$153,403	\$120,765	\$140,967	\$78,993

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

External Links:

1. [July 2, 2020 Solid Waste Committee Meeting](#) – See Item 9.3 “Solid Waste Agreements”
2. [December 3, 2020 Solid Waste Committee Meeting](#) – See Item 10.1 “Solid Waste Agreements – Status Update, ENV-SWC-025”
3. [March 3, 2022 Solid Waste Committee Meeting](#) – See Item 9.2 “Updating Municipal Waste Haulage Agreements, ENV-SWC-083”
4. [March 3, 2022 Solid Waste Committee Meeting](#) – See Item 9.3 “Updating Solid Waste Agreements with Member First Nations, ENV-SWC-082”