

Waste Management Committee Meeting Agenda

September 23, 2019

2:00 p.m.

Doris Room

City Hall

Pages

- 1. Call to Order**
- 2. Confirmation of Minutes**
 - 2.a July 30, 2019 1 - 3
- 3. Disclosure of Pecuniary Interest**
- 4. Reports and Communications**
 - 4.a Report WMC19-009 4 - 11
Second Draft of the 2020 Budget for the Peterborough County/City
Waste Management Facility
- 5. Other Business**
- 6. Next Meeting - December 9, 2019**
- 7. Adjournment**

Waste Management Committee Minutes

City of Peterborough

July 30, 2019

Present Councillor Bonneau, County of Peterborough
 Councillor Martin, County of Peterborough
 Councillor Senis, County of Peterborough, Chair
 Councillor Akapo, City of Peterborough
 Councillor Baldwin, City of Peterborough
 Councillor Vassiliadis, City of Peterborough

Staff James Istchenko, Manager, Environmental Services, City of Peterborough
 Kendra Sedgwick, Committee Coordinator, City of Peterborough
 Dave Douglas, Waste Diversion Section Manager, City of Peterborough
 Tara Stephen, Manager of Environmental Services, County of Peterborough

Call to Order

The Waste Management Committee meeting was called to order at 2:00 p.m. by Councillor Senis, Chair, in the Doris Room, City Hall.

Confirmation of Minutes

Moved by Councillor Baldwin

That the minutes of the Waste Management Committee of February 11, 2019 be approved.

Carried

Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Consent Agenda

No items were approved as part of the Consent Agenda.

Reports and Communications

Report WMC19-007

Update on Odour Complaints at the County/City Waste Management Facility

Moved by Councillor Vassiliadis

That the Waste Management Committee endorse the recommendations as outlined in Report WMC19-007 dated July 30, 2019 of the Manager of Environmental Services, as follows:

- a) That Report WMC19-007 providing an update on Odour Complaints at the County/City Waste Management Facility be received for information; and**
- b) That staff be requested to report further on this issue as necessary.**

Carried

Report WMC19-008

First Draft of the 2020 Budget for the Peterborough County/City Waste Management Facility

Moved by Councillor Vassiliadis

That the Waste Management Committee endorse the recommendations as outlined in Report WMC19-008 dated July 30, 2019, of the Manager of Environmental Services as follows:

- a) That Report WMC19-008 providing information on the first draft of the Peterborough County/City Waste Management Facility 2020 Budget and the underlying assumptions made in the preparation of this draft budget be received for information;**
- b) That staff be requested to report further at the September meeting of the Waste Management Committee with any proposed changes and/or updates to the Draft Budget.**

Carried

Other Business

There were no items of Other Business.

Next Meeting - September 23, 2019

The Chair advised that the next meeting is scheduled for Monday, September 23, 2019.

Adjournment

Moved by Councillor Akapo

That this meeting adjourn at 2:32 p.m.

Carried

Kendra Sedgwick, Committee Coordinator

Councillor Senis, Chair



City of
Peterborough

To: Members of the Waste Management Steering Committee

From: J. Istchenko, Manager of Environmental Services

Meeting Date: September 23, 2019

Subject: Report WMC19-009
Second Draft of the 2020 Budget for the Peterborough
County/City Waste Management Facility

Purpose

A report to present the second draft of the 2020 Budget for the Peterborough County/City Waste Management Facility.

Recommendation

That the Waste Management Committee endorse the recommendation as outlined in Report WMC19-009 dated September 23, 2019, of the Manager of Environmental Services as follows:

That the Draft 2020 Budget for the Peterborough County/City Waste Management Facility as detailed in Appendices B and C of Report WMC19-009 dated September 23, 2019 be endorsed and recommended for adoption as part of the City of Peterborough 2020 Budget process.

Budget and Financial Implications

The final budget forms part of the City of Peterborough Budget and is expected to be adopted in December 2019.

Background

The Waste Management Committee at its meeting of July 30, 2019 in considering Report WMC19-008 (Appendix A) adopted the following:

- “a) That Report WMC19-008 dated July 30, 2019 providing information on the first draft of the Peterborough County/City Waste Management Facility 2020 Budget and the underlying assumptions made in the preparation of this draft budget be received for information;
- b) That staff be requested to report further at the September meeting of the Waste Management Committee with any proposed changes and/or updates to the Draft Budget.”

Since July 30, 2019 some minor changes have occurred in the budget as discussed below. County and City staff have reviewed the draft budgets and believe they are representative of what is expected to occur in 2019.

1. Operating Budget

Appendix B provides Budget, Actual, and Final information from 2016 to 2018 with an estimated 2020 Budget. Very little change has occurred in the estimated 2020 Operating budget since the first draft of July 30, 2019. The 2019 estimates have been updated to reflect the busier summer following a slow wet spring. The new Stewardship tire compensation has also been included.

2. Capital Budget

The proposed Landfill Capital Budget 2019-2032 is presented in Appendix C.

Submitted by,

James Istchenko
Manager of Environmental Services
Infrastructure and Planning Services
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Attachments:

Appendix A: Report WMC19-008 – First Draft of the 2020 Budget (July 30, 2019)
Appendix B: Summary of Peterborough County/City Waste Management Facility
Activity 2016-2020 (as of September 1, 2019)

Appendix C: Peterborough County/City Waste Management Facility Estimated Capital
Budget (as of September 1, 2019)



To: Members of the Waste Management Steering Committee

From: J. Istchenko, Manager of Environmental Services

Meeting Date: July 30, 2019

Subject: Report WMC19-008
First Draft of the 2020 Budget for the Peterborough
County/City Waste Management Facility

Purpose

A report to present the first draft of the 2020 Budget for the Peterborough County/City Waste Management Facility along with an explanation of the assumptions behind the budget.

Recommendations

That the Waste Management Committee endorse the recommendations as outlined in Report WMC19-008 dated July 30, 2019, of the Manager of Environmental Services as follows:

- a) That Report WMC19-008 providing information on the first draft of the Peterborough County/City Waste Management Facility 2020 Budget and the underlying assumptions made in the preparation of this draft budget be received for information;
- b) That staff be requested to report further at the September meeting of the Waste Management Committee with any proposed changes and/or updates to the Draft Budget;

Budget and Financial Implications

The assumptions presented in this report will form the basis for the 2020 Draft Budget submission for the Peterborough County/City Waste Management Facility. The final budget forms part of the City budget and is expected to be adopted in December 2019.

Background

The 2020 Budget process has started with the goal to have the final budget for the Peterborough County/City Waste Management Facility (the “Landfill”) adopted in December 2019.

The budget for the Landfill forms part of the overall City of Peterborough budget. The Waste Management Committee provides input to the budget process together with staff from both the County and City.

Appendix A provides a list of assumptions used in the preparation of the first draft of the 2020 Budget. The assumptions consider the actual performance of various elements of the budget factored by what staff can reasonably foresee occurring in the immediate economic environment (i.e. household growth) and more global reaching environments (i.e. price paid for recyclable material).

These assumptions are being made some 6 to 18 months before actually occurring and, accordingly, there is an element of risk and uncertainty involved. Given this long prediction period, staff suggests that a second budget report be submitted to the September meeting of the Committee to allow further discussion and/or comments.

The conservative approach has been used for all assumptions.

1. Operating Budget

Appendix B provides Budget and Actual information from 2018 to 2020 with an estimated 2020 Budget. Comparing the 2019 and 2020 Budgets, it can be seen that:

- Budgeted revenues are up by almost 23%, the vast majority of which is through tipping fees. This is the first draft and staff will examine this part of the budget in more detail to ensure the tipping fee revenue is not overstated. The only fee increase included in the draft 2019 budget is an increase in the fee to drop off mattresses from \$11.00 per mattress or box spring to \$12.00.

The next report on the draft budget should be able to talk more fully on this issue.

- The expenditures for Leachate Disposal and Township Royalty Fees have been reduced to more accurately reflect the 2018 actuals.

- The increase in Landfill Recyclables is reflective of a new contract with higher fees.
- The increase in Rental Property Expenses is the beginning of a more pro-active maintenance program.

2. Capital Budget

The Landfill Capital Budget 2020-2032 is presented in Appendix C.

The major item added to the 2020 budget is the implementation of the Neal Drive Odour Control Facility. The \$700,000 cost includes the construction and construction supervision for this facility.

As with previous years, the major capital cost is the removal of excess soil from the Landfill site. The capital cost shown includes the removal of approximately 20,000 cubic metres of excess soil to a site on Wallace Point as well as the use of approximately 30,000 cubic metres of excess soil on the Landfill site.

Submitted by,

James Istchenko
Manager of Environmental Services
Infrastructure and Planning Services
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E-mail: jistchenko@peterborough.ca

Attachments:

- Appendix A: Peterborough County/City Waste Management Facility 2019 Draft Budget Assumptions
- Appendix B: Summary of Peterborough County/City Waste Management Facility Activity 2017-2019
- Appendix C: Peterborough County/City Waste Management Facility Estimated Capital Budget (as of July 12, 2018)

Appendix B

Summary of Landfill Activity 2018 - 2019 and 2020 Budget -- July 18, 2019

	2016 Final	2017 Budget	2017 Estimate	2017 Final	2018 Budget	2018 Estimate	2018 final	2019 Budget	2019 Estimate	2020 Budget
Gross Revenues										
Tipping Fees	2,250,000	2,896,600	2,385,000	3,300,000	2,750,000	2,850,000	3,100,000	3,495,000	3,200,000	3,495,000
Rental Properties	80,000	87,000	87,000	80,000	88,000	90,800	90,800	92,000	92,000	93,000
Stewardship fees - trees	3,000	10,000	-	6,000	-	12,000	70,000	15,000	12,000	-
Scrap Metal	50,000.00	35,000	15,000	53,000	35,000	35,000	50,000	35,000	35,000	35,000
LFG Agreement	28,000.00	75,000	75,000	25,000	75,000	23,000	20,000	25,000	23,000	20,000
Certified Emissions Reduction Credits	0.00	38,000	38,000	27,000	-	-	-	-	-	-
	2,420,000	3,141,600	2,580,000	3,494,000	2,948,000	3,010,900	3,267,000	3,662,000	3,362,000	3,643,000
Gross Expenditures										
Salaries, Wages, Benefits, Training & Corporate Admin	213,700	281,839	261,839	280,225	300,000	323,808	217,400	323,787	323,908	315,771
Materials, Property Taxes and Insurance	68,000	163,031	188,170	68,500	198,670	162,843	71,500	167,809	162,943	172,555
Site and Weighscale Operator	1,400,000	1,442,435	1,442,435	1,500,000	1,485,893	1,485,893	1,400,000	1,530,324	1,530,324	1,586,881
Monitoring Consultants	167,500	470,000	470,000	200,000	330,000	330,000	287,000	330,000	330,000	487,000
Leachate Disposal	217,500	560,000	300,000	315,000	560,000	350,000	204,500	365,000	350,000	400,000
Landfill Recyclables	600,000	600,000	625,000	650,000	650,000	706,341	873,000	715,278	706,341	1,150,000
Shrinkage and WM Steering Committee	18,300	60,000	60,000	97,100	60,000	60,000	55,000	60,000	60,000	57,000
Shrinkage and WM Steering Committee	18,300	60,000	60,000	97,100	60,000	60,000	55,000	60,000	60,000	57,000
Remediation Expenses	255,500	340,716	280,000	350,000	300,000	235,000	317,300	240,000	15,000	18,000
Township Royalty Fees	68,625	100,000	100,000	104,500	100,000	85,000	40,200	100,000	85,000	100,000
Other Contractual Services										
	3,082,825	4,006,021	3,723,444	3,537,325	3,949,363	3,753,985	3,419,900	3,650,198	3,798,516	4,587,207
Net Revenue/(Expenses) to Share	(642,825)	(864,421)	(1,143,444)	(43,325)	(1,001,363)	(742,985)	(146,900)	(188,198)	(436,516)	(954,207)
County Share @ 50%	(321,313)	(432,211)	(571,722)	(21,663)	(500,682)	(371,493)	(73,450)	(94,099)	(218,258)	(477,104)

Appendix C to Report WMC19-009

PETERBOROUGH COUNTY/CITY WASTE MANAGEMENT FACILITY ESTIMATED CAPITAL BUDGET -- AS OF JULY 18, 2019															
NO.	ITEM														
		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	TOTAL
a	Final Cover for Cell 2	\$0													\$0
b	Haul Soil Off-site	\$1,305,000													\$1,305,000
c	Design Cell 4	\$50,000													\$50,000
d	Construct Cell 4		\$4,500,000 ⁷												\$4,500,000
e	Perimeter LFG Collection System in Cell 4		\$150,000												\$150,000
f	Final Cover Cell 3			\$90,000 ²	\$95,000 ²	\$95,000 ²									\$280,000
g	Vertical LFG Collection Wells in Cell 3				\$380,000 ³							\$180,000 ⁴			\$560,000
h	Final Cover Cell 4											\$150,000 ²	155000 ²	160000 ²	\$465,000
i	Vertical LFG Collection Wells in Cell 3											\$180,000 ⁵		625000 ⁶	\$805,000
j	Neal Drive Odour Control Facility 7														\$0
k	Replace Air Release Equipment Along Forcemain														\$0
	TOTAL	\$1,355,000	\$4,650,000	\$90,000	\$475,000	\$95,000	\$0	\$0	\$0	\$0	\$0	\$510,000	\$155,000	\$785,000	\$8,115,000

2. Approximately 33% each year
3. On east side of Cell 3
4. On west side of Cell 3
5. On east side of Cell 4
6. On west side of Cell 4
7. Includes Contingency (15%) and Construction Administrati