

BUDGET REPORT 2021-22



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OPERATIONS

Region 6 Solid Waste-Resource Management serves 12 municipalities.

- Town of Clark's Harbour
- Municipality of the District of Barrington
- Municipality of the District of Shelburne
- Town of Shelburne
- Town of Lockeport
- Region of Queens Municipality
- Municipality of the District of Lunenburg
- Town of Bridgewater
- Town of Mahone Bay
- Town of Lunenburg
- Municipality of the District of Chester
- West Hants Regional Municipality



Facilities:

Within our jurisdiction, we have:

- 3 second generation municipal solid waste landfills
- 1 compost facility
- 1 material recovery facility (processes blue bags)
- 1 Construction and demolition landfill
 - Exclusive – each of the second-generation landfills also have capacity to receive and dispose of C&D materials)
- 2 organics transfer stations
- 2 construction and demolition transfer stations
- 1 waste transfer station

Although this infrastructure is within our jurisdiction, Region 6 has no responsibility in operations or administration of the facilities.

ADMINISTRATION:

1. Distribute funds Regionally:
 - a. Diversion Credits
 - b. Dairy Stewardship
 - c. Enforcement
 - d. Hazardous Waste grant
2. Datacall – Assist with Municipal data input and output to Nova Scotia Environment
3. R6RECYCLES – Manage and maintain ReCollect waste app
4. @Region6SWM – Manage and maintain social media
5. Voice on provincial initiatives:
 - a. Divert Nova Scotia –
 - i. Municipal Approved Programs
 - ii. Enforcement
 - b. Nova Scotia Environment –
 - i. Policy review, Act review, Regulations review
 - ii. Materials markets
 - iii. Stewardship liaison
 - iv. Packaging/Extended Producer Responsibility
 - v. 300 kg/capita goal

EDUCATION:

1. Deliver the Divert Nova Scotia Contract (this is the funding source for our education programs)

Complete 959 hours of delivery to:

 - a. Institutions – Schools, hospitals and colleges
 - b. Offices
 - c. Food Services – Grocery stores, farm markets, restaurants
 - d. Specific initiatives (such as waste reduction campaign)
 - i. Other: Community Halls, business visits, compliance promotion, public spaces, information booths, council presentations, community group presentations
 - ii. Special Events – Waste Reduction Week, Compost Awareness Week, Environment Week
2. Maintain existing programs:
 - a. Schools – Compliance promotion (are they sorting properly? do they have bins/signs?), curriculum-based presentations, how to sort properly presentations, composting presentations, presentations at staff meetings
 - b. Public spaces – checking for types of containers in public spaces and the signage on the containers, working with municipal/provincial and federal parks,
 - c. Public Relations – Newspaper ads, Education/outreach, webinars, contests, media outreach
 - d. Ongoing support to Municipal outreach –assisting in the delivery of tailored education messages to whomever our stakeholders want

FINANCES

Region 6 has several goals outlined in the Inter-Municipal Agreement (Sept 2018). Two of these goals:

"To strive for an optimum balance between maximizing the long-term benefits achievable by diversion from disposal and minimizing Costs, both operating and capital, associated with implementation of the SWRM system;"

AND

"To conduct its operations equitably and in a fiscally responsible manner."

Revenues

Coordinator Funds	<p>ABOUT Each region is provided a stipend in exchange for contract services that support the role of a liaison on behalf of the Region and partners; Nova Scotia Environment, Divert Nova Scotia, Stewards and other regions and municipalities.</p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED An equal amount per year. Currently at \$43,286. This money offsets some of the costs associated with employing a coordinator, the office, travel and other overhead expenses.</p> <p>WHEN AND HOW OFTEN We are nearing the end of a 3-year contract (2018-2021). Quarterly deposits are made to the Region 6 account.</p>
Education Funds	<p>ABOUT Each region must deliver a set amount of time engaging residents, businesses and schools on proper waste management and promoting its environmental benefits. A portion of the contract is reserved for provincial strategic areas. New in F2021, a schedule with new monetary incentives was agreed on, potentially topping up the contract by an extra \$10,000</p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED A specific number of hours to be completed based on a per hour rate. Currently \$80,392 translates to 959 hours of delivery time</p> <p>WHEN AND HOW OFTEN A plan is submitted in April for approval. The contract is drafted and issued with a 15% advance in May each year. The remainder is released based on meeting contract obligations for deliverables; 70% mid-year and 15% at year end.</p>

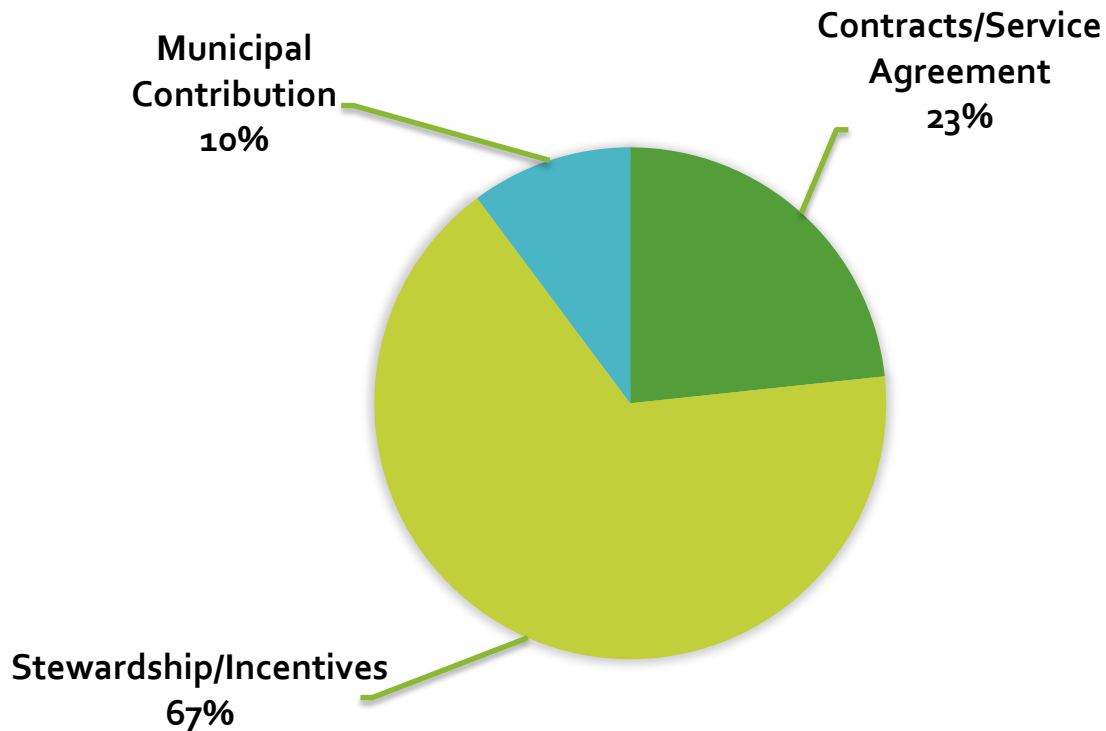
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Municipal Approved Programs (MAP)</p>	<p>ABOUT Solid Waste-Resource Regulations Section 8(1) (b) <i>paying out of the Fund money to provide financial assistance and incentives under an approved program;</i></p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED Distributed based on population and eligible only towards program costs that keep waste from going to landfill. This money is not permitted to be used to offset any costs associated with the disposal of waste. The estimated revenue issued to member units is approximately \$0.89 per capita</p> <p>WHEN AND HOW OFTEN An amount is advanced to Region 6 following the AGM for Divert Nova Scotia but is retained until the final contribution is made in February/March.</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Diversion Credits</p>	<p>ABOUT Solid Waste-Resource Regulations Section 8(1) (a) <i>paying a minimum of 50% of the net revenues in the Fund to provide financial support, to be divided between or among municipalities or regions based on the solid waste diverted by the municipality or region;</i></p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED Based on the solid waste diverted by the member municipal units. Some areas share services; in these cases, the total is paid to the service area; ie Municipal Joint Services, Shelburne Shared Services. Three year average = \$13.37 per tonne diverted</p> <p>WHEN AND HOW OFTEN Diversion payments are made to each area following final confirmation of the datacall numbers to Nova Scotia Environment. Typically, after January.</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Dairy</p>	<p>ABOUT A voluntary stewardship agreement that was developed in 2001 and has been renegotiated between the Atlantic Dairy Council and the Municipalities (Chairman of Regional Chairs) every year since</p> <p>FROM Atlantic Dairy Council</p> <p>HOW IS IT CALCUALTED Based on the total tonnes of fluid milk containers¹ sent to market each year. Three year average = \$650 per tonne</p> <p>WHEN AND HOW OFTEN The amount is negotiated each June (based on previous year data) and a cheque issued in August or early September</p>

¹ Fluid milk – yogurt, ice cream, butter and other similar containers are not part of the program. Likewise, soy, almond and milk replacement products are also not part of the program.

Enforcement Fund	<p>ABOUT This program began in 2009 in response to the increasing demand for support to help fund compliance outreach as more enforcement was required to supplement the education programs. Several employees within Region 6 are partially paid using this fund.</p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED The region receives it based on population served (base funding plus a population density formula). Within the region a set amount is allotted for each area based on population. Each unit then must demonstrate meeting the contract eligibility requirements to release the funds both from Divert Nova Scotia and within the region. Deliverables of how many complaints were followed up on and warnings or tickets issued as well as proof of expenditures for staff and equipment to complete the contract deliverables.</p> <p>WHEN AND HOW OFTEN A progress report must be submitted mid-year and a final report at year-end after which funds are released to area participants based on eligible expenses.</p>
Inter-Municipal Fund	<p>ABOUT This account was generated on the inception of Region 6 with \$100,000 grant from the province. That money was used to pay for a study and support the formation of the region. Since that time a few grants had been earned (based on surplus at the RRFB at the time) and added to the account. This is a reserve fund and can only be accessed based on motion of the Inter-Municipal Committee.</p> <p>FROM Region 6 - Reserves</p> <p>WHEN AND HOW OFTEN On an as needed basis and only on motion of the Inter-Municipal Committee. Past uses: Public Bins Program, Compost transport and Processing study, R6RECYCLES waste app</p>

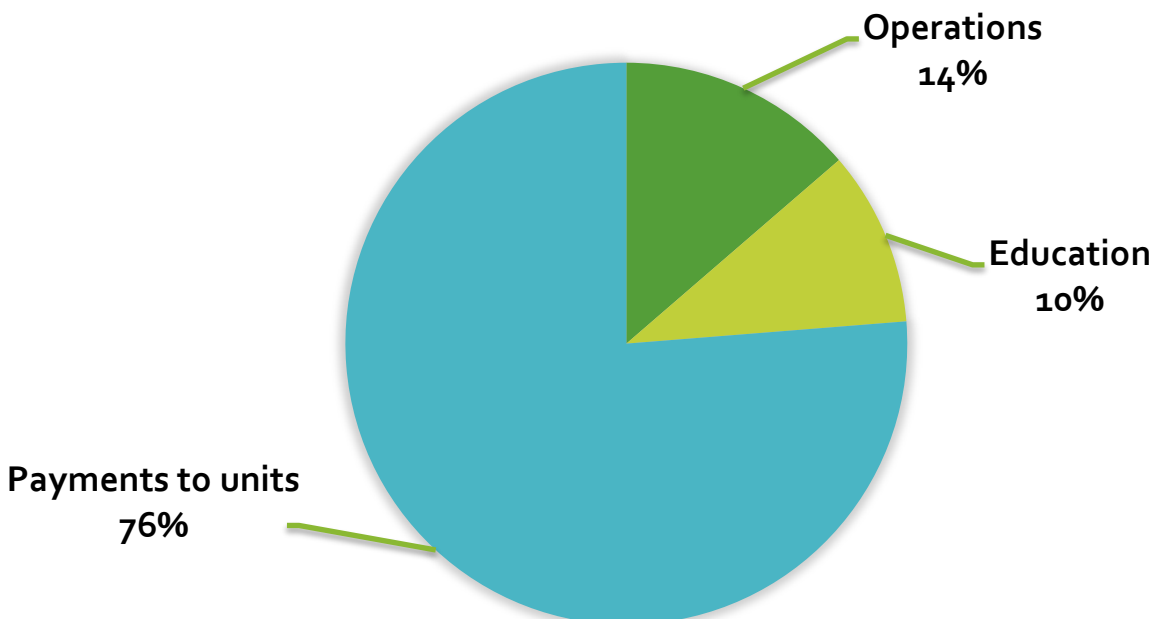
BUDGET (Revenue)

REVENUE	2020-21 Projection	2020-21 Budget	2021-22 Estimates
Contracts/Service Agreements			
Education Contract ¹	80,392	70,163	80,392
Coordinator Agreement	43,286	43,286	43,286
Enforcement Contract	89,425	89,425	89,425
Services	3,000	3,000	0
Sub-total	\$ 216,103	\$ 205,874	\$ 213,103
Stewardship/Incentives			
Dairy Stewardship	99,256	87,000	87,000
Diversion ²	432,219	365,200	440,000
Municipal Approved Programs	80,500	80,500	80,500
Interest		0	0
Sub-total	\$ 611,975	\$ 532,700	\$ 607,500
Municipal Contribution			
Municipal Billing ³	94,699	94,699	93,227
Sub-total	\$94,699	\$94,699	\$93,227
TOTAL	\$ 922,777	\$ 833,273	\$ 913,830



BUDGET (Expense)

EXPENSES	2020-21 Projection	2020-21 Budget	2021-22 Estimates
OPERATING EXPENSE			
Admin Salaries and Benefits ⁴	87,307	77,782	75,327
Administration (host)	9,390	9,390	9,390
Travel	1,000	5,500	5,500
Training and conference	1,600	2,040	2,040
Office Rental	9,498	9,540	9,978
Office supplies/computer ⁴ /advertising	10,112	7,600	9,400
Insurance	3,364	3,100	3,400
Legal	1,000	1,000	1,000
Auditor	8,239	8,240	8,866
Sub-total	\$ 131,509	\$ 124,192	\$ 124,901
EDUCATION			
Education salaries and benefits	61,681	60,255	62,804
Education travel	10,500	10,500	10,500
Program materials and Advertising ⁵	3,000	4,200	6,700
R6RECYCLES	10,800	12,000	12,000
Sub-total	\$ 85,981	\$ 86,955	\$ 92,004
PAYMENTS TO UNITS			
Enforcement Contract	89,425	89,425	89,425
Dairy Agreement	99,256	87,000	87,000
Diversion ²	432,219	365,200	440,000
Municipal Approved Program	80,500	80,500	80,500
Sub-total	\$ 701,400	\$ 622,125	\$ 696,925
TOTAL	\$ 918,890	\$ 833,273	\$ 913,830
Revenue/Expenditure	\$ 3,886	-\$ 0	-\$ 0



Notes to BUDGET:

1. Education Contract - The schedule for this years' contract included an extra \$10,000 to support strategic direction by our partners at Divert NS. These included generating nominations for the annual Mobius Awards, promotion of the Divert Scholarship, Organizing a WRW contest, and collaborative social media content.
2. Diversion Credits - Due to anticipated constraints as a result of COVID-19, Divert NS added \$1M to the provincial Diversion account (borrowed from future reserves). Region 6 typically receives 8 - 8.5% of this based on waste diverted from landfill.
3. Municipal Billing (details below) - this line pays for the operations that are not covered through grant and contracted services. \$93,227 estimate will be offset by \$20,935 surplus made up from the \$32,287 as reported in the 2019-20 audited financial statements less the cost of the R6RECYCLES from 2018-19 that was not transferred from our future projects fund for 11,352. Actual to be billed to municipal members will be **\$ 72,292**
4. Coord. Salary and benefits plus computer – Forecast for March 31 is higher than expected due to anticipated overlap with Valda leaving and a new coordinator starting. New laptop and programs will need to be purchased as well as paying extra salary during the transition time.
5. Advertising - Due to our experiences with COVID-19 and our new obligations under the Education contract, Region 6 will incur new costs for advertising. A website was developed as well as paid stories and some social channel promotions to aid in outreach to areas we cannot reach in person (ex. in schools and general public since we cannot be present at community events). Some advertising expenses were also incurred to post jobs - this is carried under our operations.

<i>Municipal area serviced:</i>	<i>Pop'n</i>	<i>% of Region</i>	<i>2021-22</i>
Shelburne Shared Services	6,562	7.25%	\$5,244.14
Town of Bridgewater	8,532	9.43%	\$ 6,818.51
Town of Mahone Bay	1,036	1.15%	\$827.94
Municipality of Lunenburg	24,863	27.49%	\$19,869.73
Municipality of Barrington	6,646	7.35%	\$ 5,311.28
Town of Clark's Harbour	758	0.84%	\$ 605.77
Municipality of Chester	10,432	11.53%	\$8,336.93
Town of Lunenburg	2,263	2.50%	\$1,808.52
West Hants Regional Municipality	19,016	21.02%	\$15,196.99
Region of Queens Municipality	10,351	11.44%	\$ 8,272.20
Total	90,459	100.00%	\$72,292.00