

Our Towns, Our Future:

supporting municipal success
from finance to operations

Solid Waste Working Group Findings Report



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Message from the Co-chairs

On behalf of the members of the solid waste working group we are pleased to present the Solid Waste Working Group Findings Report.

We would like to recognize and thank the members of the working group and the many municipal officials and Yukon government staff who have participated in this process. We have been able to continue the spirit of partnership established under Our Towns, Our Future and work together to develop a common understanding of the challenges facing municipalities today.

During our considerations two key themes have emerged.

The first is that, while solid waste within a municipality is a municipal responsibility, it is also a broadly shared concern and to make it work better we need to find ways for governments to work together with the involvement of community members and in partnership with the private sector.

The second is that a lot of information is already out there, both from within and outside of the Yukon, and more time is needed to look at all of it. At the same time there are gaps in what we know that need to be addressed in order to make informed decisions.

Municipalities are encouraged that the Yukon government has identified solid waste as a priority and are eager to look at ways we can continue to work together to reduce costs, improve operations and continue to protect the environment.

We hope that the Yukon government and all municipal governments find this report valuable and look forward to seeing the next steps for solid waste management in the Yukon.

Sincerely,



Christine Smith
Director, Community Affairs
Department of Community Services
Yukon government co-chair



Frank Thomas
Chief Administrative Officer
Village of Teslin
Association of Yukon Communities co-chair

Solid Waste Working Group

Background

In 2009 the Yukon government released the *Yukon Solid Waste Action Plan* for 19 disposal facilities in unincorporated Yukon. One of the action items arising from that report was that the “Department of Community Services will work directly with municipalities and communities to identify opportunities to partner and share resources to meet specific community needs.”

In 2010 the Yukon government and municipalities began a year-long, partnership-based review of municipal sustainability that became known as *Our Towns, Our Future*. The review covered 18 theme areas including the provision of local services and related topics such as regionalization and revenue generation.

During this time regulatory changes were taking place that were having significant impact on municipal operations and these were also reflected in the *Our Towns, Our Future Findings Report* that was released in 2011. Following the release of the report the Yukon government and municipalities began work to address the findings in a number of areas.

In late 2012, the Yukon government and the Association of Yukon Communities agreed to establish a working group that would follow the model of *Our Towns, Our Future* and produce a set of findings that would identify the challenges of municipal solid waste operations.

Purpose

As set out in the terms of reference, the Solid Waste Working Group will:

- Provide a venue for the Yukon government and municipal governments to work together to improve solid waste management in Yukon municipalities.
- Distribute information to municipal governments.
- Carry out discussions and research as agreed upon by the members in order to develop findings.
- Complete a findings report and deliver it to the Minister of Community Services and the President of AYC no later than March 30, 2013.

Findings are non-binding

The findings presented in this report by the working group are for consideration and are not binding on the Yukon government or municipal governments. They are meant to facilitate discussion and ultimately support governments in their efforts to work together on solid waste issues.

Members

| | | |
|-----------------|--|----------------------|
| Frank Thomas | CAO, Village of Teslin | AYC Co-Chair |
| Rick Rotondi | Treasurer, Town of Watson Lake | AYC Member |
| Norm Carlson | Public Works, City of Dawson | AYC Member |
| Tom Lie | CAO, Town of Faro | AYC Alternate Member |
| Christine Smith | Director, Community Affairs | YG Co-Chair |
| Allan Koprowsky | Assistant Deputy Minister, Environmental Sustainability | YG Member |
| Dwayne Muckosky | Director, Community Operations | YG Member |

Findings

Regulatory Environment

Yukon's solid waste facilities are regulated under the *Environment Act* and associated regulations. Solid waste permits issued by the Department of Environment are required to operate and each facility is subject to review under the *Yukon Environmental and Socio-economic Assessment Act*.

Since requirements for groundwater monitoring were put into place, all municipalities and most Yukon government unincorporated facilities have installed monitoring wells and are testing regularly.

During the Our Towns, Our Future process a clear message was heard from municipalities that they were concerned about the increasing costs of regulatory compliance, that better communication was needed and, whenever possible, the cost of regulatory changes should be determined in advance.

Municipalities have expressed frustration that it is not always clear what is required to operate their facilities, or why those measures are required, and have concerns that enforcement or interpretation of regulations may not be consistent across the territory.

The Yukon government departments of Community Services and Environment and municipalities have taken steps to work more collaboratively with municipalities on regulatory requirements and establish better lines of communication and that is expected to continue.

The federal government and the three northern territories are developing a guidance document for the design, construction and operation of remote, Northern solid waste facilities that is expected to be complete in 2014.

Findings

1. All governments recognize that protecting human health is a high priority. All governments also recognize that protecting the environment is important. In order to address these priorities appropriate standards need to be applied consistently to all solid waste facilities, public or private.
2. Some smaller municipalities are concerned that the costs to comply with current environmental regulations are beyond their financial capacity and all municipalities are concerned about increasing costs associated with future regulations.
3. Wherever possible the cost of implementing new regulations that affect municipalities should be determined prior to making regulatory changes and sufficient time given to prepare for any changes.
4. Yukon and municipal governments must work together to find solutions that will ensure future guidelines and regulations protect the environment in a way that is practical, appropriate and sustainable given the Yukon's geography, climate and financial limitations.
5. The Yukon government will share trends, best practices and other information from across Canada with municipal governments.

Links: Financial Sustainability, Landfill Liability

Financial Sustainability

Due to small populations and the high cost of providing services in the North, solid waste cannot pay for itself in most communities. Presently the City of Whitehorse is the only Yukon municipality that is able to target 100% recovery of costs; in all other municipalities and rural Yukon it must be subsidized by other revenues.

The costs of operating municipal solid waste services have been going up. Meeting regulatory requirements is seen as the most significant cost pressure for municipal governments. Other pressures include increased staffing and training, the need for capital infrastructure upgrades and the impact of peripheral users. The move to eliminate open burning has put additional pressures on the life span of municipal landfills, as bulky items originally burnt are now buried and most communities do not have compaction equipment.

While there have been several recent reports on solid waste operations, there is no complete picture of Yukon's solid waste infrastructure, its condition and estimated lifespans, and identification of any gaps or required capital upgrades.

There are a number of strategies to reduce costs that have been identified and could be investigated further including local service agreements, shared contracting or regional landfills.

Findings

6. Small municipalities do not have the tax base, volume of waste or other economies of scale to be able to fully recover costs of providing solid waste services. Operating costs must be offset by other sources of revenue including property taxes or government funding such as the Comprehensive Municipal Grant.
7. Municipalities see the costs of regulatory compliance as the most significant threat to the financial viability of municipal solid waste operations.
8. A sustainable model for solid waste management requires a partnership between governments focused on finding efficiencies and other ways to reduce costs.
9. The private sector has a role to play and should be engaged in search of new ideas, technologies or other ways to make services more cost effective.
10. Yukon would benefit from a territory-wide framework with common principles and objectives for solid waste management in municipalities and unincorporated communities. This framework would tie together existing plans and information and take into account regulatory requirements, costs and benefits of various options, the complete picture of infrastructure condition and the projected life span of facilities.

Links: Regulatory Environment, Fees and Charges

Landfill Liability

Environmental liability is a legal obligation caused by the past or ongoing manufacture, use or release of a particular substance or other activities that negatively affect the environment or human health. It also describes how responsibility for the cost of damaging the environment is owed by those that cause the damage.

If groundwater or soil monitoring finds contamination at a landfill site, a process takes place under the *Environment Act* where the contamination is monitored and assessed, legal liability is determined and remediation costs are assigned to the responsible parties. Any landfill operator, current or past, may be found legally liable under the act for contamination that is discovered in the facility.

Operators also need to be aware of other legal considerations beyond the *Environment Act*, for example if contamination is found to be affecting a third party.

Municipalities are concerned about the possibility of undiscovered environmental contamination in a landfill, particularly when there is a long history of operation that predates the municipality. Some feel that they should not be held responsible for any contamination that might be found.

The fact that some solid waste sites are staffed or controlled, while other sites are not, presents different levels of risk for operators. Future practices will need to consider this aspect of liability while also recognizing that the costs to have fully staffed sites may not be feasible.

Legal liability can be separated from the issue of ability to pay. Regardless of how liability is assigned and without pre-determining liability, municipalities agree that any significant environmental clean-up or remediation costs would rapidly overwhelm their limited financial resources.

In 2012 AYC passed a resolution requesting that the Yukon Government develop an agreement with all Yukon municipalities regarding limiting the cost of landfill liability.

Findings

11. Municipalities are concerned that any significant share of environmental clean-up or site remediation costs would rapidly exceed their ability to pay.
12. Municipalities are open to exploring cost-sharing agreements with the Yukon government in order to develop certainty around how costs would be covered if contamination was discovered in a municipal operated site, but some have concerns that taking these steps would be considered as accepting additional liability for those sites.
13. Municipalities are also concerned about monitoring and clean-up of historic or buried solid waste sites in or near their communities that were operated by other governments or private enterprises.

Links: Financial Sustainability, Regulatory Environment, Fees and Charges

Fees and Charges

Municipal governments all charge fees for solid waste services. These can either be tipping fees collected at the facility, a solid waste fee charged to each property, or in some cases both tipping fees and property charges.

The Yukon government does not charge tipping fees at any of its facilities nor does it charge solid waste fees to any of its unincorporated residents.

An inconsistent approach to fees and charges can lead to ‘dump shopping’ where users take their waste to facilities that may be farther away but do not charge fees. If the ‘free dump’ is an unstaffed transfer station it then incurs transportation costs to be taken to a landfill and makes it less likely that waste (including hazardous waste, recyclable materials and tires) will be properly sorted.

Fees can encourage positive behaviour including reduction, recycling and diversion. For example, users may think more about reducing waste if they have to pay to dispose of it, or do a better job sorting their waste if they are charged more for unsorted waste. One concern is that implementing fees at the landfill also increases the risk of unauthorized dumping, either on-site or in the wilderness.

Implementing tipping fees would increase costs significantly due to requirements for staff and equipment and may not be feasible for smaller sites across the Yukon, both municipal and unincorporated.

The idea of adding or increasing fees is always difficult to present to users and ratepayers. There may be a lack of awareness about the true costs of solid waste and a resistance to pay for something that is seen as a free service.

Findings

14. An inconsistent approach to fees in a particular region can promote negative behaviour including ‘dump shopping’ where users are encouraged to use sites that do not have fees in place.
15. Fees and charges can be used to encourage positive behaviours including sorting waste, diversion and reduction.
16. Yukon and municipal governments should investigate the potential for a Yukon-wide approach to fees and charges, based on a user pay principle and recognizing that the increased costs required to charge tipping fees may not be realistic for all sites.
17. Fees and charges may be unpopular with the public and may further encourage rogue dumping. Education, awareness and government leadership are critical to help communities understand that waste costs money and to gain their support to improve how it is managed.

Links: Community Education and Involvement, Extended Producer Responsibility, Landfill Liability

Peripheral Users

Municipalities have a long-standing concern over residents who live outside a municipal boundary but use municipal services. In the case of solid waste, there may be overlaps in both directions as some peripheral residents may bring their waste into the municipal landfill, while on the other hand some municipal residents may be using Yukon government sites to avoid tipping fees.

Recent changes to the Comprehensive Municipal Grant have ensured that peripheral residents are included in the population figure used in the calculation.

Most municipalities report that their landfills are used by mining operations or other major projects outside of their boundaries. Some have agreements in place to use the municipal landfill but it is on a case-by-case basis and municipalities report that they are they are not always notified.

Government use of municipal solid waste sites is also an area of concern for some municipalities. Major infrastructure, building or highway projects can lead to large deposits of waste and there is not always a plan or agreement in place with the municipality to dispose of it.

Findings

18. Taking a regional approach to solid waste may be one tool to help address the issue of peripheral users, including regional waste handling and some consistency in fees and charges.
19. Any commercial operations are required to have a solid waste permit and, if they are using a public site, permission from the solid waste facility operator. However, in municipalities' experience this process is not always being followed consistently.
20. Municipalities are concerned that commercial solid waste sites, for example major mines, are not as heavily regulated as public sites.

Links: Regional Landfills, Financial Sustainability, Fees and Charges

Regional Landfills

The Yukon's *Solid Waste Action Plan* was released in 2010 and included a model of proposed regional waste circuits using Whitehorse, Haines Junction, Carmacks and Mayo as regional landfills. Underlying the *Solid Waste Action Plan* was a detailed engineering report that included a cost-benefit analysis of the options for each unincorporated facility. This analysis was not done in depth for municipal sites.

Since the plan was released the Yukon government has taken a number of steps in its own facilities including improvements to site management and changing most unincorporated facilities to transfer stations. In that time the regulatory environment has also changed, including new groundwater monitoring requirements and the move to eliminate burning.

Yukon government unincorporated transfer stations ship sorted and unsorted waste to the City of Whitehorse and pay tipping fees to dispose of household waste. The Village of Teslin operates the only municipal transfer station in the territory, which is a modified transfer station that ships household garbage to Whitehorse.

Given the regional nature of the service, solid waste operations could benefit from a regional approach. However, for most municipalities the costs and benefits of becoming a regional landfill, a transfer station or keeping the status quo are not fully known.

Municipalities are interested in seeing a cost-benefit analysis of the options available, with the priority being to reduce costs and to meet environmental regulations in the most cost effective manner.

A regional approach does not need to be all encompassing and could focus on certain priorities, for example compost diversion.

Findings

21. The Yukon government and municipal governments are interested in having further discussions on the costs and benefits of establishing regional landfill sites, as outlined in the Solid Waste Action Plan.

Links: Regulatory Environment, Financial Sustainability, Peripheral Users

Waste Reduction and Diversion

All jurisdictions in the Yukon are taking steps to reduce the amount of waste going into landfills through reduction, recycling and diversion. This has become more important as the move to no burning has increased the volume of waste being put into the ground. Keeping hazardous materials, metals and compost out of landfills is also critical to reducing the risk of soil or groundwater contamination.

The Yukon government offers a number of programs that help promote diversion including the beverage container program, household hazardous waste days, used tire program and the recycling club.

Many facilities have measures in place to deal with waste streams including recyclables, compostable, hazardous waste, scrap metals, brush, construction waste and white goods (appliances). However, not all materials are universally accepted at all Yukon solid waste facilities.

The City of Whitehorse has set a target to achieve 50% diversion from its landfill by 2015. The Yukon government has completed a baseline study, as recommended in the *Yukon Solid Waste Action Plan*, but has not identified a waste reduction target for its own facilities at this time.

In 2012, AYC passed resolutions requesting that the Yukon government review and expand the *Designated Materials Regulation* and *Beverage Container Regulation* in collaboration with community groups and processors.

Tools available to help keep targeted waste streams out of landfills include education and awareness, fees and charges, stewardship programs, extended producer responsibility (EPR) programs, and incentives or other programs that support repair, re-use or recycling of goods.

Educating users, businesses and consumers is extremely important to achieving any sort of diversion goals as ultimately they play the most important role in reducing the amount of waste they generate and ensuring that it is sorted and disposed of correctly.

Findings

22. Increasing waste diversion is critical to controlling long-term costs, reducing the risk of contamination and extending the life of facilities. Increasing diversion may come with additional costs to operators, especially in the short term, and any diversion strategies need to consider how those costs will be met.
23. The Yukon government has identified the need to set waste reduction targets in the *Yukon Solid Waste Action Plan* and could collaborate with municipalities to develop joint targets, strategies and coordinated programs to divert waste from landfills.
24. Organic diversion is a high priority. Governments need to look at options for managing organic waste that are suitable for Northern facilities that may include composting, digesting, regional or Yukon-wide collection or encouraging backyard programs.

Links: Financial Sustainability, Landfill Liability, Extended Producer Responsibility

Extended Producer Responsibility

Extended Producer Responsibility (EPR) programs ensure that the costs of disposal of a product are reflected in its price and borne by producers and consumers, rather than governments. Governments are responsible for implementing the regulations but the responsibility to fund and carry out the program falls to the producers, importers, retailers and/or consumers of the product.

Collecting fees, taking back their products at the end of life or otherwise managing disposal, and carrying out education and public awareness campaigns are all ways that producers can be involved in an EPR program. The costs involved also provide an incentive for producers to reduce the amount of packaging and waste generated by their products.

EPR can be confused with product stewardship programs. The main difference between the two approaches is that funding for EPR programs is provided by producers. In contrast, under a product stewardship program, legislated environmental fees and/or public funds are commonly used as a funding base.

The Yukon operates a number of product stewardship programs (for example beverage container recycling) but does not have any EPR regulations at this time. EPR programs are being explored under the leadership of Environment Yukon.

The Canadian Council of Ministers of Environment (CCME) has developed a *Canada-wide Action Plan for Extended Producer Responsibility* to support greater producer responsibility and to help shift from product stewardship to extended producer responsibility.

Findings

25. The Yukon government is exploring EPR programs in the territory. Municipalities encourage the development of extended producer responsibility programs both in the Yukon and nationally and would like to be engaged in the process.
26. Yukon's business community should also be engaged when looking at any EPR regulations, being particularly mindful of the impact on small businesses in the territory.

Links: Waste Reduction and Diversion, Community Education and Involvement, Financial Sustainability, Extended Producer Responsibility

Training

Unlike for some municipal services, such as water operators or building engineers, there is no standard training or certification required for solid waste operators. This is in spite of the fact that a number of specialized skills are required ranging from operating heavy equipment to carrying out environmental monitoring.

Increasing requirements for environmental monitoring have made it more difficult for municipalities to train and retain staff with this skill set. As a result, they are sometimes forced to contract out these services at a higher cost.

Properly trained operators are important to managing risk and the efficient operation of facilities. Training requirements and increased staffing also lead to higher costs.

In order for training to be successful it needs to be accessible, targeted to the needs of small communities and involve partnerships between governments, Yukon College, industry and organizations including the Solid Waste Association of North America (SWANA).

Training for municipal councils and CAOs is also important to help them better understand and manage the costs and risks associated with providing solid waste services.

Findings

27. Solid waste operations such as groundwater monitoring are becoming more specialized. Municipalities are finding it difficult to recruit and to keep that expertise on staff and are often forced to contract out for services.
28. Yukon would benefit from a standard approach to solid waste training that is affordable and accessible to communities, based on a current needs assessment and identified best practices suitable for local conditions.
29. Governments can be more effective in training by working together and in partnership with industry, relevant organizations and professional associations.

Links: Financial Sustainability, Landfill Liability, Regulatory Environment

Education and Community Involvement

Consultations carried out in 2009 for the *Yukon Solid Waste Action Plan* showed that Yukoners are keenly interested in how solid waste is managed in their community and in finding ways to reduce waste and manage it better.

Sorting waste, diversion, reduction, recycling and extended producer responsibility programs all rely on the support and participation of residents and businesses.

Opportunities exist to find partners and local champions in communities, schools and the private sector who can help generate support and find creative solutions to the problems facing solid waste operators in the Yukon.

Findings

30. Solid waste is a shared responsibility and community education and involvement including the private sector are critical to improving how we manage our solid waste.
31. Local governments, businesses, industry, schools, residents and community organizations are all important stakeholders who can help find local solutions and harness the community support required to make them happen.
32. The Yukon government should collaborate with municipalities and First Nation governments to carry out a Yukon-wide education campaign that includes a component in schools and has common messages about the costs of solid waste and the benefits of reduction, diversion and recycling.

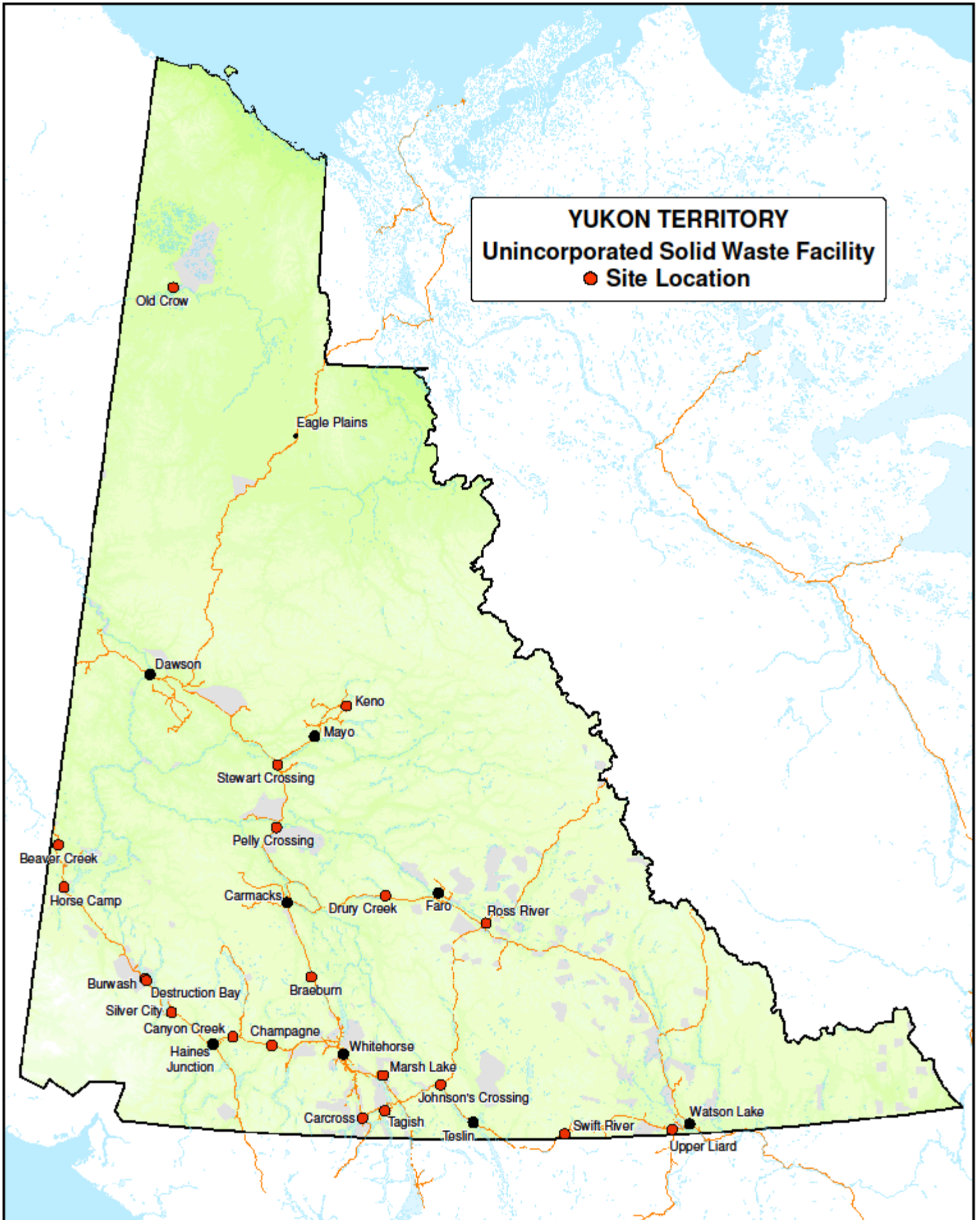
Links: Waste Reduction and Diversion, Financial Sustainability, Landfill Liability, Fees and Charges, Peripheral Users, Extended Producer Responsibility

Future Considerations

The following are presented for future consideration of the Yukon government and municipal governments:

- **Consider the big picture across the Yukon.** There is a great deal of information that has been gathered and developed in the past few years, including the *Yukon Solid Waste Action Plan* and supporting research along with a number of municipal solid waste plans. What is missing is a picture of how these fit together across the Yukon as a whole. Given the current regulatory environment, the Yukon and municipal governments would benefit from working together on an updated territory-wide framework and identifying cost effective options for Yukon’s municipal and unincorporated solid waste facilities.
- **Consider reaching out to the private sector and other stakeholders.** Improving how we manage solid waste needs more than just governments to come up with ideas. Within its mandate and the short time frame available, the working group was unable to speak with a number of key stakeholders who should be considered when any action steps are being looked at. These include:
 - The private sector including transportation companies, recyclers, equipment vendors and environmental companies has an important role to play and should be engaged in search of new ideas, technologies or other ways to make services more cost effective.
 - Solid waste users (residents, businesses, mining and industry)
 - First Nations
 - Solid waste operations staff in communities
- **Consider what others are doing.** With more time available, the working group would have liked to obtain more information on what is being done across Northern Canada and in comparable Northern jurisdictions such as Alaska or Scandinavia.
- **Consider the future of solid waste discussions between Yukon and its municipalities.** Having completed its task the terms of reference for the working group should be reviewed and thought given to how municipalities and the Yukon government can continue to work together on issues related to solid waste.

Solid waste is a long-term problem that everyone will be dealing with in perpetuity. A forum like the Solid Waste Working Group or the defunct Solid Waste Action Committee (SWAC) is valuable and can play an ongoing role in helping the Yukon and municipal governments keep up with a rapidly changing environment and provide a forum for discussion, training, research and information sharing.



Appendix A: Summary of Solid Waste Facilities

SOLID WASTE WORKING GROUP – FINDINGS REPORT

| | Beaver Creek | Destruction Bay* | Braeburn | Carcross | Mt. Lorne | Pelly Crossing** | Johnson's Crossing | Marsh Lake | Old Crow | Ross River | Tagish | Upper Liard | Deep Creek |
|--|--------------|------------------|-----------|------------|-----------|---|--------------------|------------|----------|------------|-----------|-------------|------------|
| Type of facility | T/L | Transfer | Transfer | Transfer | Transfer | Transfer | Transfer | Transfer | Landfill | T/L | Transfer | Transfer | Transfer |
| Volume (t) | | 121 | 18 | 156 | 82 | 109 | 18 | 188 | | | 83 | 52 | 157 |
| Sorted | | | 18 | 82 | 82 | 1 | 4 | 180 | | | 80 | | 152 |
| Unsorted | | 121 | | | | 108 | 14 | | | | | 52 | |
| Recycling | | | | | | | | 8 | | | 3 | | 5 |
| Fees and charges | | | | | | | | | | | | | |
| Tipping fees | No | No | No | No | No | No | No | No | No | No | No | No | No |
| Property charges | No | No | No | No | No | No | No | No | No | No | No | No | No |
| Facility | | | | | | | | | | | | | |
| Limited hours | No | No | No | Yes | Yes | No | No | Yes | No | No | Yes | No | Yes |
| Attendant | No | No | No | Yes | Yes | No | No | Yes | No | No | Yes | No | Yes |
| Fenced | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Monitoring wells | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Burning | No | No | No | No | No | No | No | No | Yes | Yes | No | No | No |
| Waste types | | | | | | | | | | | | | |
| Special waste | Yes | Yes (Dbay) | No | Yes | Yes | Yes (Pelly) | No | Yes | Yes | Yes | Yes | No | Yes |
| Cars and metal | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Wood and brush | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Construction | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Appliances | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Recycling | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Compost | No | No | No | No | No | No | No | No | No | No | No | No | No |
| <i>* Destruction Bay, Silver City, Canyon Creek, Champagne</i> | | | | | | <i>** Pelly Crossing, Keno City, Stewart Crossing</i> | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

| | Carmacks | Dawson City | Faro | Haines Junction | Mayo | Teslin | Watson Lake | Whitehorse |
|-------------------------|--------------|------------------|-------------|-----------------|-------------------|-------------------|-------------|------------|
| Type of facility | Landfill | Landfill | Landfill | Landfill | Landfill | Transfer/Landfill | Landfill | Landfill |
| Volume (t) | 343 | 2550 | 350 | 850 | 365 | 510 | 1600 | 22500 |
| Sorted | | | | | | | | |
| Unsorted | | | | | | | | |
| Recycling | | | | | | | | |
| Fees and charges | | | | | | | | |
| Tipping fees | No | No | No | | Y - Self-reported | Yes | Commercial | Yes |
| Property charges | No | Yes | Yes | | Yes | No | No | Yes |
| Facility | | | | | | | | |
| Limited hours | Yes | Yes | No | Yes | Yes | Yes | Yes | Yes |
| Attendant | No | Yes | No | Yes | No | Yes | Yes | Yes |
| Fenced | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Monitoring wells | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes |
| Household pickup | No | No | Yes | No | No | No | Yes | Yes |
| Burning | Brush | Brush, cardboard | Brush, wood | Brush | Brush, wood | Brush | Yes | No |
| Waste types | | | | | | | | |
| Special waste | Limited | Limited | Yes | Yes | No | Yes | Yes | Yes |
| Cars | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes |
| Wood and brush | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Construction | Yes | Yes | Yes | Yes | Yes | Yes - Landfilled | Yes | Yes |
| Appliances, metals | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Recycling | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Compost | No | Yes | No | No | No | No | Yes | Yes |
| Regional | | | | | | | | |
| Regional facility | No | No | No | No | No | No | No | Yes |
| Peripheral users | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Mining/industrial | Not accepted | Yes | Yes | No | Yes | No | Yes | Yes |

Appendix B: List of Reports Consulted

Yukon Solid Waste Action Plan (Government of Yukon, 2010)

Yukon Solid Waste Operations Research (EBA Engineering for Government of Yukon, 2008)

Comprehensive Solid Waste Study for Yukon Waste Facilities (EBA Engineering for Government of Yukon, 2009)

Development of an Overview of the State of Waste Management in Canada's Territories (Arktis Solutions for Environment Canada, 2010)

Foundation Report for a Technical Document on Municipal Solid Waste Landfills in Northern Conditions: Engineering Design, Construction and Operation (Arktis Solutions for Environment Canada, 2012)

Waste Management Industry Survey: Business and Government Sectors (Statistics Canada, 2008)

Economic Viability of Waste Recovery Opportunities in Nunavut and the Northwest Territories (exp Services for Environment Canada, 2012)

Guidance for the Monitoring of Groundwater and Landfills (Tetra Tech for Government of Yukon, 2011)

Best Management Practices for MSW Landfill Facilities in Canada (Sperling Hansen Associates for Environment Canada, 2010)

Canada-wide Action Plan for Extended Producer Responsibility (Canadian Council of Ministers of the Environment, 2009)

Appendix C: Terms of Reference

OUR TOWNS, OUR FUTURE SOLID WASTE WORKING GROUP TERMS OF REFERENCE

January 29, 2013

PURPOSE

The Solid Waste Working Group will:

- Provide a venue for the Yukon government and municipal governments to work together to improve solid waste management in Yukon municipalities.
- Distribute information to municipal governments.
- Carry out discussions and research as agreed upon by the members in order to develop findings.
- Complete a findings report and deliver it to the Minister of Community Services and the President of AYC no later than March 30, 2013.

SCOPE OF DISCUSSION

The working group will discuss gaps and issues related to solid waste management in the Yukon, which may include the following topics:

- Landfill liability
- Permitting
- Regulatory changes and costs of compliance
- Overlap between municipal and unincorporated services
- Efficiencies and maximizing the use of existing resources
- Improving communication
- The potential scope and benefits of a Yukon-wide Solid Waste Action Committee
- Next steps for collaboration and implementation
- Any related topics that are agreed upon by all members and deemed to be within the scope of the working group

FINDINGS ARE NOT BINDING

The findings presented by the working group are for consideration and are not binding on the Yukon government or municipal governments.

GUIDING PRINCIPLES

The working group will be guided by the principles of the original Municipal Fiscal Framework Review Committee, as set out in the *OTOF Findings Report*.

Inclusive
Engaging
Practical

Accountable
Evidence-based
Partnership-led

Innovative
Inspirational
Open communication

MEMBERSHIP

The working group will consist of six members, three each to be named by AYC and Yukon. Membership will be reviewed as necessary.

The Yukon government and AYC will each designate one of their members to be a co-chair.

Yukon government members will include at least one representative each from the departments of Community Services and Environment.

Alternates may attend if members are unavailable. Members are responsible for briefing and being briefed by their alternates.

RESPONSIBILITIES OF CO-CHAIRS

The Yukon government and AYC will chair alternate meetings.

It is the responsibility of the chair of a meeting to:

- Provide notice of meeting time and venue
- Prepare and circulate a draft agenda
- Preside over the meeting
- Prepare and circulate meeting notes

PARTICIPATION OF ALL MUNICIPALITIES

All Yukon municipalities will be able to and are encouraged to attend any meeting of the working group either in person or remotely via teleconference or other means.

Municipal CAOs will receive notice of all meetings scheduled by the working group.

Time on the agenda will be set aside at each meeting for questions and answers from any non-members who are in attendance.

TERM

The term of the working group will be until May 31, 2013.

ADMINISTRATIVE AND POLICY SUPPORT

Yukon will provide administrative, secretarial, research and policy support through the Community Affairs Branch.

MEETINGS

The working group will meet regularly as determined by the members.

Meetings will normally be held in Whitehorse. Members may attend in person or by teleconference or some other remote means. Members may choose to meet in another community.

MEETING NOTES

Meeting notes will:

- Be circulated to members through email within one week following the meeting;
- Summarize discussion and provide a clear record of decisions; and
- Be formally approved at the following meeting for further distribution to all municipalities and within the Yukon government.

DECISION-MAKING

Members will strive to make decisions by consensus and, in the absence of consensus, will acknowledge and record differences.

COMMUNICATION

The working group will provide regular communication with AYC members, including:

- Updates at each AYC board meeting
- Circulating meeting notes and agendas to CAOs
- Circulating research and other information
- Designating members as points of contact for municipalities
- Encouraging all municipalities to attend working group meetings

Members will agree on how information is made available to the public.

Media requests will be directed to the co-chairs unless otherwise agreed upon by the members.

BUDGET AND FINANCIAL AUTHORITY

The working group has no financial authority. Any costs will be approved in advance and the bills paid by Yukon Government.

TRAVEL AND COMPENSATION

YG will pay accommodation and travel expenses to all the representatives, in accordance with the Management Board Directive 13-84 – [Government Travel](#).

Travel must be approved in advance by the Director of Community Affairs.

YG and AYC representatives will not receive any additional remuneration for their participation on the working group.