

VILLAGE OF HAINES JUNCTION
Bylaw #415-24 Waste Management Cost Recovery and Sorting Requirements Bylaw

WHEREAS Section 248 of the Yukon Municipal Act provides that a Council may, by bylaw, and to the extent of its jurisdiction, impose a municipal service charge;

WHEREAS Council for the Village of Haines Junction deemed it proper to establish a Waste Management Cost Recovery Bylaw in order to develop a fee structure for the provision of waste management services;

WHEREAS The Village of Haines Junction has signed an Interim Regional Waste Management Agreement that is facilitating the transition of the Haines Junction landfill to a Regional Waste Management Facility. Under this agreement, the Village of Haines Junction has agreed to develop a waste management bylaw that establishes sorting requirements and tipping fees. In addition, the agreement requires that all residential users of the Haines Junction landfill be charged the same tipping fees, noting some variation from one municipality to the other is expected due to individual operating practices;

WHEREAS The Village of Haines Junction wishes to recover the annual operating cost of providing waste management services, with the exception of street and park barrels, from the user fees levied each year;

WHEREAS The Village of Haines Junction wishes to charge users of the landfill on an equitable basis;

WHEREAS In order to provide a basis for the setting a fee structure that is based on the principle of cost-recovery, the full cost of the service should be known, which in turn requires identifying which expenditures will be included in the full cost of providing the service to the community.

NOW THEREFORE the Council for the Village of Haines Junction, duly assembled, hereby enacts as follows:

1. Short Title

- 1.1 This bylaw shall be cited as Bylaw# 415-24, Waste Management Cost Recovery and Sorting Requirements Bylaw

2. Definitions

- 2.1 **Waste management services** include the collection, processing, treatment, monitoring, diversion and/or disposal of solid waste.
- 2.2 **Cost recovery** is the practice of establishing and collecting user fees for services that is based on service levels provided and the costs of providing that service, based on the following formula

total costs to provide a service ÷ the number of service users = user fee per service

- 2.3 **Tipping fees** means fees charged to all waste management facility users per unit, or per unit of volume or mass, for waste disposed of at the facility.
- 2.4 **Regional Waste Management Facility** - The Interim Agreement between Haines Junction and Government of Yukon provides for the municipality to provide access to all residents within the regional boundary (as defined in Appendix A) to the Regional Waste Management Facility.

3. Expenditures

- 3.1 The following expenditures will be included to determine the full cost of operating the Haines Junction landfill:
 - 3.1.1 **Operating costs** – Includes/may include the collection, processing, treatment, monitoring, diversion and/or disposal costs for solid waste.
 - 3.1.2 **Administration** – Includes a portion of salaries, wages and benefits for facility attendants, their supervisors, as well as costs associated with payroll, training, licensing, management planning, etc.
 - 3.1.4 **Debt servicing** – Includes the annual cost of repaying all funds borrowed for capital and operating expenditures (NOTE: At present, the Village has no debt servicing costs)
 - 3.1.5 **Transfer to reserve** – Funding of reserves according to asset management obligations set out in bylaw (NOTE: At present, the Village does not have asset management obligations set out in bylaw).
 - 3.1.6 **Landfill closure and post-closure costs** – Based on an estimate of capacity used and years to closure remaining, as verified by the Solid Waste Management Plan and calculated based on the Public Sector Accounting Board S.PS3270.

4. Sorting Requirements

- 4.1 Sorting requirements for materials that will be accepted by the landfill are outlined in Appendix B.
- 4.2 The Village reserves the right to refuse to accept any materials that do not meet the requirements set out in Appendix B.

5. Tipping Fees

- 5.1 Tipping Fees shall be set by Consolidated Municipal Fees Bylaw #343-19 and subsequent Bylaw Amendments.

6. Household Garbage

- 6.1 Tags for bags of household garbage can be purchased in bulk at a reduced rate.

- 6.2 Bulk bag tags can be purchased at the Village Office.
- 6.3 The cost of bag tags purchased in bulk will be set by Consolidated Municipal Fees Bylaw #343-19 and subsequent Bylaw Amendments.
- 6.4 Tagged bags must be
 - 6.4.1 Sorted (it does not include compostables or recyclables or special waste)
 - 6.4.2 In clear plastic bags of any size up to the maximum of 90L (or 76cm x 83 cm)
- 6.5 Staff have the right to refuse tagged bags that do not meet the requirements set out in S6.4.

7. Process for Calculating Tipping Fees

- 7.1 For reference, the anticipated cost and revenues from operating the landfill in FY2024 are included in Appendix C.
- 7.2 For FY 2025, the first year tipping fees will come into effect at the Haines Junction Landfill, the fee structure will be set according to the principle of cost-recovery and based on an estimate of costs of running the facility and anticipated usage.
- 7.3 For all subsequent years, tipping fees will be calculated each year during the budget process, set according to the principle of cost recovery, and will be based on
 - 7.3.1 The previous year's costs for running the facility and the previous year's revenue generated from the facility.
 - 7.3.2 If previous year's revenues exceed expenses, tipping fees will be reduced for the coming year. If previous year expenses exceed revenues, tipping fees will be increased for the coming year.
- 7.4 Tipping fees will be posted for a minimum of one month before new fees come into effect, and will include the calculations upon which the fees are based, using the table in Appendix D.
- 7.5 Council may decide to adopt a tipping fee structure established through an alternative process.

8. Effective Date

- 8.1 This Bylaw will come into effect on January 1, 2025.

9. Readings

Read a first time this 14th day of August, 2024

Read a second time this xxx day of xxxx, 2024

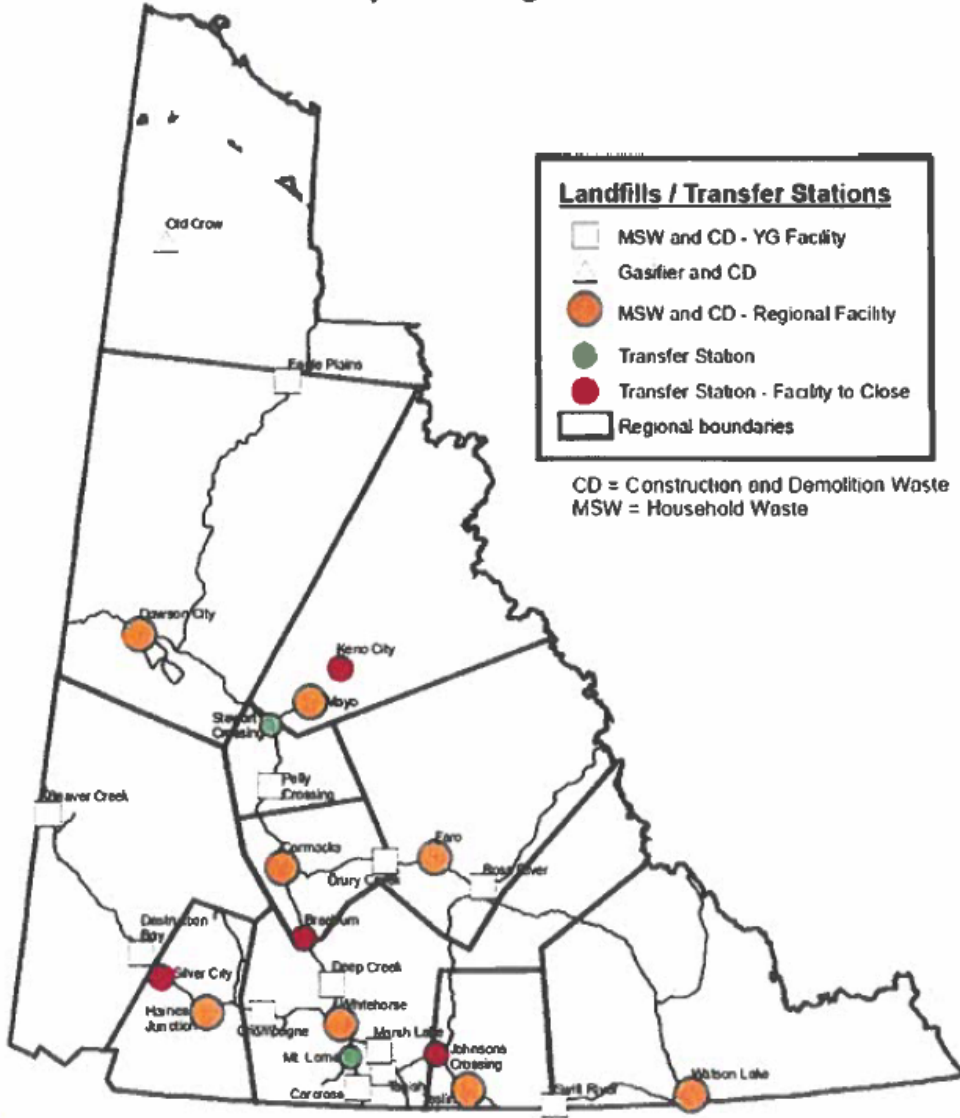
Read a third time and adopted this xxx day of xxxx, 2024.

Bruce Tomlin, Mayor

Dave Fairbank, CAO

Appendix A: Yukon Solid Waste Management Facility Regions (Proposed)

**Yukon After Regionalization:
Proposed Regional Boundaries and Sites to be Closed**



Appendix B: Sorting Requirements

Category	Requirements
Recyclables	Must be clean and sorted into cardboard, mixed paper, tin cans, hard plastic, soft plastic, refundables.
Compostables	E.g. food scraps/waste. NOT CURRENTLY ACCEPTED. Compostables will be accepted once YG provides the Village with a composting unit.
Clean fill	Analytical test results showing acceptable contamination levels may be required
Yard and grass trimmings and brush	Must be <1.5cm in diameter or will be considered grubbing.
Wood chips and sawdust	Must be untreated.
Household waste	Must be sorted (no refundables or compostables) and in clear plastic bag. Bulk bag tags can be purchased in bulk at the Village Office for a reduced rate.
Construction/demolition	E.g. drywall and wood waste, cupboards, countertops, carpet, fixtures, siding, insulation. Must be sorted. Analytical test results showing acceptable contamination levels may be required
Grubbing	Grubbing means stumps, roots, logs, branches and shrubs from clearing operations (organic material >1.5cm in diameter)
Stripping	Stripping means topsoil or other organic material and mineral soil that is unsuitable to build upon.
Concrete	Includes bricks, masonry.
Materials containing asbestos	Must be bagged and sealed appropriately.
Bulky item	E.g. couch, recliner, mattress, box spring
White goods with refrigerant	E.g. fridge, freezer, air conditioner
White goods without refrigerant	E.g. washer, dryer, dishwasher
Clean scrap metal	E.g. clean tank or drum, scrap iron, bicycle, metal furniture
Oil tanks	Must be empty
Vehicle	Fluids must be drained; tires are off rims and battery removed
Tires 24.5" or less, not on rim	
Tires 24.5" or less, on rim	
Automotive batteries	
Unsorted waste	
Electronic waste	
Emergency callout to open landfill outside of regular hours	If/when public works staff are available
Special waste	
Paint cans	
Oil/fuel filters	
1lb propane bottles	
Empty oil containers	
Tote of waste oil	
Kitchen oil	
Unknown liquid	
Waste leachate (contaminated soil)	
Water (hydrocarbon contaminated)	

Appendix C: Anticipated costs and revenues from operating the landfill in FY2024

Estimated cost of operating the landfill in FY 2024

Item	Amount
Operating costs	
Contract services	\$61,300
Equipment and supplies	\$19,000
Maintenance	\$4,000
Utilities	\$13,750
Insurance	\$3,710
Recycle funds paid out	\$40,000
Administration	
Salaries	\$225,104
Training and travel	\$2,900
Debt servicing (if applicable)	n/a
Transfer to reserve (if applicable)	n/a
Landfill closure and post-closure costs ¹	\$15,000
TOTAL OPERATING COSTS	\$384,764
Capital and Projects ²	
SWMP Design Implementation	\$200,000
Landfill Front Area Modernization	\$1,500,000
TOTAL CAPITAL AND PROJECT COSTS	\$1,700,000

Anticipated revenues from operating the landfill in FY 2024

Tipping Fee Category	Notes	Amount
Recyclables	FREE / Refundable	\$0
Compostables	(NOT CURRENTLY ACCEPTED)	\$0
Clean fill	FREE	\$0
Yard and grass trimmings and brush	FREE	\$0
Wood chips and sawdust	FREE	\$0

¹ The total net present value of the estimated total costs for closure and post-closure care at the end of 2023 was \$690,680.

² The 2024 Capital and Projects Budget has \$1.7M allocated for two capital projects: SWMP Design Implementation (\$200k sourced from operating funds) and Landfill Front Area Modernization (\$1.5M sourced from Reserves)

Household waste	FREE	\$0
Construction/demolition	FREE	\$0
Grubbing	FREE	\$0
Stripping	FREE	\$0
Concrete	FREE	\$0
Materials containing asbestos	FREE	\$0
Bulky item	FREE	\$0
White goods with refrigerant	FREE	\$0
White goods without refrigerant	FREE	\$0
Clean scrap metal	FREE	\$0
Oil tanks	FREE	\$0
Vehicle	FREE	\$0
Tires 24.5" or less, not on rim	YG covers cost of removal	\$0
Tires 24.5" or less, on rim	FREE	\$0
Automotive batteries	FREE	\$0
Unsorted waste	FREE	\$0
Electronic waste	YG covers cost of removal	\$0
Emergency callout to open landfill outside of regular hours	Service not offered	\$0
Special waste	YG covers costs for 1 HHW collection day/year	
Paint cans	FREE	\$0
Oil/fuel filters	FREE	\$0
11b propane bottles	FREE	\$0
Empty oil containers	FREE	\$0
Tote of waste oil	FREE	\$0
Kitchen oil	FREE	\$0
Unknown liquid	FREE	\$0
Waste leachate (contaminated soil)	FREE	\$0
Water (hydrocarbon contaminated)		\$0
Other O&M revenues		
Institutional User Fee Agreements		\$27,880
Grant funding		\$48,120
Beverage Container Refunds		\$70,000
Programs (Food Cycler)		\$6,600
Interim Regionalization Agreement		\$55,900
TOTAL REVENUES		\$208,500

Appendix D: Tipping Fee Calculation Table

Anticipated cost of operating the landfill in FY 2025

Item	Amount
Operating costs	
Contract services	\$65,000
Equipment and supplies	\$25,000
Maintenance	\$4,000
Utilities	\$13,860
Insurance	\$4,000
Recycle funds paid out	\$40,000
Administration	
Salaries	\$235,000
Training and travel	\$3,000
Debt servicing (if applicable)	n/a
Transfer to landfill capital/projects reserve	\$100,000
Landfill closure and post-closure costs	\$15,000
TOTAL	\$504,860

Anticipated revenues from operating the landfill in FY 2025

Tipping Fee Category	Volume of Waste Collected	Tipping Fee	Anticipated revenues
Recyclables		FREE / Refundable	\$0
Compostables		NOT CURRENTLY ACCEPTED	\$0
Clean fill		FREE	\$0
Yard and grass trimmings and brush		FREE	\$0
Wood chips and sawdust		FREE	\$0
Household waste – bag tags	20,000 bags	\$2/bag	\$40,000
Household waste – paid at landfill	20,000 bags	\$2.50/bag	\$50,000
Construction/demolition	1,750 m ³	\$15/m ³	\$26,250
Grubbing	2,000 m ³	\$5/m ³	\$10,000
Stripping	2,000 m ³	\$25/m ³	\$50,000
Concrete	100 m ³	\$200/m ³	\$20,000

Materials containing asbestos	100 m ³	\$90/m ³	\$9,000
Bulky item	100 items	\$20/item	\$2,000
White goods with refrigerant	50 items	\$50/item	\$2,500
White goods without refrigerant	50 items	\$20/item	\$1,000
Clean scrap metal	200 m ³	\$30/m ³	\$6,000
Oil tanks	10 tanks	\$125 each	\$1,250
Vehicle	20 vehicles	\$900/vehicle	\$18,000
Tires 24.5" or less, not on rim	100 tires	\$30 each	\$3,000
Tires 24.5" or less, on rim		FREE	\$0
Automotive batteries	50 batteries	\$10 each	\$500
Unsorted waste	100 m	\$60/m ³	\$6,000
Electronic waste		FREE	\$0
Emergency callout to open landfill outside of regular hours	10 callouts	\$200	\$2,000
Special waste			
Paint cans	100 cans	\$5/can	\$500
Oil/fuel filters	100 filters	\$2.50/filter	\$250
1lb propane bottles	100 bottles	\$3/bottle	\$300
Empty oil containers	250 pails/jugs	\$1/pail or jug	\$250
Tote of waste oil	1,000 litres	\$1/litre	\$1,000
Kitchen oil	500 litres	\$1.50/litre	\$750
Unknown liquid	100 litres	\$5/litre	\$500
Waste leachate (contaminated soil)	100 litres	\$5/litre	\$500
Water (hydrocarbon contaminated)	100 litres	\$1.75/litre	\$175
Other O&M revenues			
Institutional Agreements			\$27,139
Grant funding			\$47,784
Beverage Container Refunds			\$66,312
Interim Regionalization Agreement			\$111,800
TOTAL REVENUES			\$504,760

Adjustment required to FY2026 fee schedule based on actual revenue/expenses in FY 2025

2025 actual revenues	
2026 actual expenses	
2025 actual revenue minus actual expenses	
Percentage adjustment required to 2026 fee schedule	

Tipping fees for FY 2026

Tipping Fee Category	Tipping Fee 2025	Adjusted Fee 2026
Recyclables		
Compostables		
Clean fill		
Yard and grass trimmings and brush		
Wood chips and sawdust		
Household waste		
Construction/demolition		
Grubbing		
Stripping		
Concrete		
Materials containing asbestos		
Bulky item		
White goods with refrigerant		
White goods without refrigerant		
Clean scrap metal		
Oil tanks		
Vehicle		
Tires 24.5" or less, not on rim		
Tires 24.5" or less, on rim		
Automotive batteries		
Unsorted waste		
Electronic waste		
Emergency callout to open landfill outside of regular hours		
Special waste		
Paint cans		
Oil/fuel filters		
1lb propane bottles		
Empty oil containers		
Tote of waste oil		
Kitchen oil		
Unknown liquid		
Waste leachate (contaminated soil)		
Water (hydrocarbon contaminated)		

