

# **Association of Regional Waste Management Authorities of Saskatchewan Inc. (“ARWMAS”)**

## **Business Plan 2022**

### **Introduction**

The Association of Regional Waste Management Authorities of Saskatchewan Inc. (ARWMAS) is a not-for-profit association incorporated within the Province of Saskatchewan. ARWMAS’ Regular membership includes rural and urban municipalities, First Nations and parks that have created regional waste authorities to provide their constituents with waste and recycling services. Other interested parties may join as Associate members.

Refer to By-law 2005-01, By-law 2005-02 (Code of Conduct) and By-law 2005-03 (Governance Manual, Tab 2)

### **Vision Statement**

Regional waste management authorities in Saskatchewan continue to diversify their operations by demonstrating a higher rate of diversion from landfill at a lower per capita cost than standalone programs achieve.

### **Mission**

To promote regionalization by providing a forum to assist waste authorities in Saskatchewan develop sustainable waste management programs that reduce dependency on landfills through effective waste minimization practices, consultation with government and collaboration with ARWMAS members.

### **Organizational Objectives**

- To secure sustainable funding for waste diversion programs in Saskatchewan.
- To explore economic opportunities, related to end uses for recyclable materials, to keep them in the circular economy.
- To promote regional waste management in Saskatchewan, in co-operation with Saskatchewan Environment.
- To promote waste minimization, thereby decreasing municipal dependence on landfills.

## Organization

ARWMAS' office is located at 510 Cynthia Street, Suite 226, Saskatoon, SK S7L 7K7. The office phone number is (306) 975-0851, and fax is 975-0852. The e-mail address is [ARWMAS@sasktel.net](mailto:ARWMAS@sasktel.net). The website is [www.arwmas.com](http://www.arwmas.com). The Association was incorporated in 2005 and the membership currently includes:

**Full Members:**

REACT Waste Management District Inc.
Parkland Regional Waste Management Authority Inc.
Red Coat Waste Resource Authority Inc.
North Valley Waste Management Authority Inc.
Touchwood Hills Regional Landfill Inc.
North Central Saskatchewan Waste Management Corporation
Northwest Waste Management Authority Inc.
Highway 55 Waste Management Corporation
Last Mountain Regional Landfill
North West WARM Landfill Site & Recycling Centre Inc.
Rockglen and District Waste Management Authority
Boreal Area Regional Waste Authority (BARWA)
Southwest Waste Management Authority
Tisdale and District Landfill
R.M. of Corman Park
16 to 43 Waste Management Corporation
Eston & District Landfill
City of Melfort
Town of Outlook
<b>Associate Members:</b>
Product Care Association
Crown Shred & Recycling
EPRA Saskatchewan
Municipalities of Saskatchewan
Tire Stewardship of Saskatchewan
Tetra Tech Canada
Saskatchewan Association of Rural Municipalities (SARM)
Loraas Recycle
Misty Clifton Engineering
Emterra Environmental
Cleanfarms Inc.
Saskatchewan Association for Resource Recovery Corp. (SARRC)
Multi-Material Stewardship Western (MMSW)
GFL Environmental Inc.
Call2Recycle
<i>Ex Officio:</i> Saskatchewan Environment

## **Operations**

ARWMAS currently employs one part-time contract staff, an Executive Director.

## **Market**

ARWMAS exists by virtue of the need of the Regional Waste Management Authorities for an Association that represents their interests and concerns.

By monitoring the marketplace for recyclable materials, ARWMAS provides information to the regions as they endeavour to operate sustainable waste diversion programs.

## **ARWMAS Board of Directors 2022**

<b>Name</b>	<b>Regional Waste Management Authority</b>
Keith Matheson (Chair)	North Central Saskatchewan Waste Management Corporation
Aileen Garrett (Vice-Chair)	North West WARM Landfill Site & Recycling Centre Inc.
Wendy Yaworski (Vice-Chair)	REACT Waste Management District Inc.
Ken Larsen (Sec.-Treas.)	Highway 55 Waste Management Corporation
Duane Leicht	Red Coat Waste Resource Authority Inc.
Alan Howard	Southwest Waste Management Authority
Kathleen Ambrose	Parkland Regional Waste Management Authority Inc.
Erwin Jackson	Rockglen and District Waste Management Authority
Coral Dale	Northwest Waste Management Authority Inc.
Jenna Johnson	Last Mountain Regional Landfill
Malcolm Koncz	Touchwood Hills Regional Waste Authority
Gerald Gilmore	City of Melfort
Rennie Harper	Boreal Area Regional Waste Authority (BARWA)
Victoria Prebushewski	16 to 43 Waste Management Corporation
Michael Kuras	Tisdale and District Landfill
Michelle Chuhaniuk	R.M. of Corman Park
Kara Lewis	North Valley Waste Management Authority Inc.
Bob Mullock	Eston & District Landfill
Kevin Trew	Town of Outlook

A representative from Saskatchewan Environment is a non-voting member of the ARWMAS Board.

Refer to Appendix "A" for the 2022 Budget

Refer to Appendix "B" for Contact Information.

Refer to Appendix “C for a List of Acronyms

## **Communications**

ARWMAS is committed to effective and timely communication with its Board, the media and stakeholders.

ARWMAS has prioritized the following activities to elevate its profile and provide information to its broad range of stakeholders:

- 1- Governance Manuals for Board members as new regions join
- 2- Annual Report/AGM: by April 30/22
- 3- Website: Maintain updated website to include Annual Report, updated Membership List, links to new member sites (ongoing), landfill database
- 4- Resources: compile relevant information sheets, reports to be assembled as needed
- 5- Respond to presentation requests to raise ARWMAS' profile
- 6- Organize ARWMAS' 7<sup>th</sup> Regional Round-Up on the last Friday in October, 2022
- 7- Prepare media releases for distribution to weekly newspapers on as needed basis, especially following face-to-face meetings with government officials
- 8- Advisory Committee representatives to provide ongoing updates to membership.

## **Objectives**

ARWMAS objectives include:

- ✓ Promote activities that reduce the cost of waste management within the province (rural and urban).
- ✓ Encourage rural and urban municipalities to cooperate on central landfills, which would result in a reduction in the number of landfills in the province.
- ✓ To participate in opportunities to promote the provincial stewardship agencies' program objectives, notably establishment of collection sites and public education.
- ✓ To share information and best practices to assist new regions with program start-up and expansion, and to achieve efficiencies in existing regions.
- ✓ To approach regional waste management authorities/groups who are not members of ARWMAS to encourage them to become members.

- ✓ To explore economic opportunities for development of in-province processes/cottage industries for recyclable materials.
- ✓ To work with Saskatchewan Environment to ensure that **all** municipal landfills operate to current regulatory requirements.
- ✓ To work with Saskatchewan Environment to ensure landfill development on existing and new sites follows monitoring and regulatory requirements.
- ✓ To encourage the government to provide funding for landfill development, expansion and/or decommissioning.
- ✓ To work with Saskatchewan Environment on the implementation of its provincial Solid Waste Management Strategy and Regional Landfill Strategy.
- ✓ To advise Saskatchewan Environment on regulatory revision, policy development and new program implementation.
- ✓ ARWMAS continues to look for opportunities to develop and enhance relationships with SUMA (Saskatchewan Urban Municipalities Association) and SARM (Saskatchewan Association of Rural Municipalities).
- ✓ To work with government agencies at all levels and FCM (Federation of Canadian Municipalities), to identify grant and funding opportunities for regional waste authorities. Support of SUMA and SARM will be sought.
- ✓ To collaborate with SUMA and SARM to encourage the government to make municipal participation in the Household Paper & Packaging Program mandatory.
- ✓ To develop a communications plan to promote the organization to rural and small municipalities.

## **2022 Proposed Activities**

ARWMAS will:

With respect to Members:

- Facilitate discussion with its members to determine if Extended Producer Responsibility for household packaging and paper is an option worth pursuing for municipal recycling in this province.
- Update ARWMAS' By-laws.

- Ensure its members have the necessary information to apply for funding for municipal landfill development, expansion and/or decommissioning requirements.
- Maintain the landfill information database.
- Update and circulate its membership map and post it on the website
- Assist new members to obtain para-municipal status so that regional waste authorities may apply for grants and receive the appropriate GST rebates.
- Continue to work with municipalities to share best practices in the development of regional waste management services, including regional landfills and recycling programs.
- Promote regional waste management through enhanced communications activities. Interested parties are encouraged to become members of ARWMAS, who will assist in applying for infrastructure funding where applicable.
- Serve as a liaison between municipalities, their regional waste management authorities and Saskatchewan Environment.
- Post tenders on SaskTenders website when requested.
- Provide webinars as relevant issues arise that would be of benefit to the membership.

With respect to consultation/advisory roles:

- Participate in the CCME (Canadian Council of Ministers of the Environment) consultations on Single Use Plastics and related webinars, as requested.
- Continue current consultations with Saskatchewan Environment on regulatory revision, policy development and new program implementation.
- Continue to participate on the Saskatchewan Solid Waste Management Advisory Committee.

With respect to partnership opportunities:

- Collaborate with SUMA and SARM to develop a communications plan/Resource Kit to promote the organization to rural and small municipalities.
- Continue to pursue opportunities to engage First Nations communities.
- Support the Province's Prairie Resilience Climate Change Strategy and share ways to implement technologies to reduce greenhouse emissions.
- Collaborate with SWANA (Solid Waste Association of North America) on the development of the Saskatchewan Landfill Operator Certification Training.

With respect to Provincial Stewardship Programs:

- Continue to participate on the Advisory Committee for the Household Packaging & Paper Stewardship Program (Multi-Material Recycling Program).
- Participate on the Saskatchewan Agricultural Stewardship Program Advisory Committee, and assist Cleanfarms to address barriers to recovery of its products, e.g. grain bags, twine, silage wrap
- Continue to serve on the Saskatchewan Paint Advisory Committee

- Continue to serve on the Household Hazardous Waste Advisory Committee (combined with Saskatchewan Paint Advisory Committee) and Call2Recycle's Advisory Committee (batteries).
- Continue to serve on EPRA (Electronic Products Recycling Association) Saskatchewan's Advisory Committee.
- Identify regional waste authorities who wish to become collection points for post-use stewardship products.

## Appendix "A":

### Budget 2022

#### INCOME

Interest & Patronage	150.00
Members per Capita Fee	37,975.00
Regional Round-Up	2,000.00
Associate Members	1,300.00
<b>Total Income</b>	<b>41,425.00</b>

#### EXPENSES

Office Rental	2,800.00
Office Supplies	200.00
Executive Director	19,000.00
Extra Duties for Stewardship Program	4,000.00
Staff Travel	1,000.00
Misc. Fees	50.00
Executive Fees and Travel	1,000.00
Telephone & Internet	1,600.00
Postage/Couriers/Copying	400.00
Website Hosting	600.00
Annual General Meeting	5,000.00
Regional Round-Up	2,000.00

Board Meetings/Expenses	300.00
Auditor/Accounting	2,525.00
Insurance	850.00
Memberships	100.00
<b>Total Expenses</b>	<b>\$41,425.00</b>
<b>Net Surplus</b>	<b>\$0.00</b>

## Appendix “B”:

See attached Membership Contact listing

## Appendix “C”:

### List of Acronyms

CCC	Composting Council of Canada
CCME	Canadian Council of Ministers of the Environment
C&D	Construction and Demolition
CSSA	Canadian Stewardship Services Alliance
EFW	Energy from Waste
EHF	Environmental Handling Fee
EPR	Extended Producer Responsibility
EPRA	Electronic Product Recycling Association
FCM	Federation of Canadian Municipalities
GHG	Greenhouse Gases
HDPE	#2 plastic – high density polyethylene
HHW	Household Hazardous Waste
IC&I	Industrial, Commercial & Institutional
ICIP	Investing in Canada Infrastructure Program
ISC	Indigenous Services Canada
MARR	Manitoba Association of Regional Recyclers



MOE	Ministry of Environment
MMRP	Multi-Material Recycling Program
MMSW	Multi-Material Stewardship Western
MRF	
Materials Recycling Facility	
MSW	
Municipal Solid Waste	
ONP	Old Newspapers
OBB	Old Boxboard
PAC	Packaging Association of Canada
PET	#1 plastic - Polyethylene Terephthalate
PPP	Printed Paper & Packing
RCA	Recycling Council of Alberta
SARM	Saskatchewan Association of Rural Municipalities
SARRC	Saskatchewan Resource Recovery Corp.
SUP	Single-Use Plastics
SWANA	Solid Waste Association of North America
SWMS	Solid Waste Management Strategy
SWRC	Saskatchewan Waste Reduction Council
WEE	Waste Electronic Equipment