

**REGIONAL DISTRICT OF NANAIMO
SOLID WASTE MANAGEMENT SELECT COMMITTEE
AGENDA**

Wednesday, June 14, 2017

1:30 P.M.

Committee Room

This meeting will be recorded

Pages

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Solid Waste Management Select Committee Meeting - May 30, 2017** **3**

That the minutes of the Solid Waste Management Select Committee meeting held May 30, 2017 be adopted.
- 4. INVITED PRESENTATIONS**
 - 4.1 SWMP Update**

Staff will provide presentation
 - 4.2 Charitable Organization Waived Tipping and Hauling Fees**

Staff will provide presentation
- 5. DELEGATIONS**
- 6. CORRESPONDENCE**
- 7. UNFINISHED BUSINESS**
- 8. COMMITTEE MINUTES AND RECOMMENDATIONS**

9. REPORTS

9.1 Charitable Organization Waived Tipping and Hauling Fees

5

That a 50/50 Cost Share program for waived tipping and hauling fees for qualifying charitable organizations operating within the Regional District of Nanaimo beginning in 2018 be adopted;

That an annual budget of \$80,000 per year be set for the 50/50 Cost Share program and;

That qualifying organizations be registered charities with the Canada Revenue Agency and eligibility funding be for those activities associated with waste diversion.

10. BUSINESS ARISING FROM DELEGATIONS

11. NEW BUSINESS

12. IN CAMERA

13. ADJOURNMENT

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE SOLID WASTE MANAGEMENT SELECT COMMITTEE

Tuesday, May 30, 2017, 1:30 P.M.

RDN Committee Room

Present:

Director A. McPherson	Chair
Director M. Young	Electoral Area C
Director J. Stanhope	Electoral Area G
Director B. McKay	City of Nanaimo
Director T. Westbrook	Town of Qualicum Beach
Alternate	
Director K. Oates	City of Parksville

Also in Attendance:

R. Alexander	Gen. Mgr. Regional & Community Utilities
L. Gardner	Manager Solid Waste Services
M. Larson	Solid Waste Planner
R. Graves	Recording Secretary

Regrets:

Director H. Houle	Electoral Area B
Director M. Lefebvre	City of Parksville
Director J. Kipp	City of Nanaimo
Director J. Hong	City of Nanaimo

CALL TO ORDER

The Chairperson called the meeting to order at 1:37 PM and respectfully acknowledged the Coast Salish First Nations on whose traditional territory the meeting took place.

ADOPTION OF THE AGENDA

It was moved and seconded that the agenda be approved.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Solid Waste Select Committee Meeting – April 13, 2017.

It was moved and seconded that the minutes from the Solid Waste Select Committee meeting held April 13, 2017 be adopted.

CARRIED UNANIMOUSLY

PRESENTATION

SWMP Update.

M. Larson updated the Committee on the SWMP which included information on Curbside Collection, Illegal Dumping Campaign, Stage 2 being near completion and working on developing Stage 3 Consultation Plan.

SWMP Dispute Resolution.

L. Gardner presented on SWMP Dispute Resolution. The Ministry of Environment recommends every

regional district should establish and consult on a dispute resolution procedure for dealing with disputes arising during implementation of a plan. Examples of disputes include administrative decisions related to a license, interpretation of a provision in the Plan and any other matter not related to a proposed change to the actual wording of the plan.

SWMP Financial Projections.

L. Gardner gave a presentation on financial projections on the SWMP preferred options which is being developed for Stage 3

COMMITTEE MINUTES AND RECOMMENDATIONS

Minutes of the RSWAC, April 20, 2017

That the minutes of the Regional Solid Waste Management Advisory Committee meeting held April 20, 2017, be received for information.

CARRIED UNANIMOUSLY

Solid Waste Management Plan Dispute Resolution

That the Solid Waste Management Plan disputes be directed to the Board for decision; and that the Board consider mediation for non-regulatory or legislative decisions.

CARRIED UNANIMOUSLY

Minutes of the RSWAC, May 25, 2017

That the minutes of the Regional Solid Waste Management Advisory Committee meeting held May 25, 2017, be received for information.

CARRIED UNANIMOUSLY

Subsidizing of Social Enterprise under the SWMP

That the discussion in regards to Subsidizing Social Enterprise under the Solid Waste Management Plan be deferred to the next Regional Solid Waste Management Advisory Committee meeting.

2017 SWMP Stage 2 Report Adoption

That the Regional Board adopt the Stage 2 Solid Waste Management Plan report.

Opposed (2): J. Stanhope, M. Young

CARRIED

Stage 2 Consultation Summary

That the Regional Solid Waste Advisory Committee receives the Stage 2 Solid Waste Management Plan Consultation and Communications Summary for information.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

Time: 3:33 P.M.

CHAIR

TO: Solid Waste Management Select Committee **MEETING:** June 14, 2017

FROM: Ben Routledge **FILE:** 5360-01
Zero Waste Coordinator

SUBJECT: Charitable Organization Waived Tipping and Hauling Fees

RECOMMENDATIONS

1. That a 50/50 Cost Share program for waived tipping and hauling fees for qualifying charitable organizations operating within the Regional District of Nanaimo beginning in 2018 be adopted;
2. That an annual budget of \$80,000 per year be set for the 50/50 Cost Share program and;
3. That qualifying organizations be registered charities with the Canada Revenue Agency and eligibility funding be for those activities associated with waste diversion.

SUMMARY

On March 28, 2017, the Board directed staff to provide a recommendation for the future administration of the Waived Tipping Fees for Charitable Organizations program. The recommendation is a 50/50 cost share program and that a maximum budget amount for the program is established. The objective is to deliver equitable funding to qualifying charitable organizations involved in waste diversion efforts operating in the Regional District of Nanaimo (RDN), as well as to contain expenditures.

The concept is to have applicants to the program apply by a predetermined date for acceptance into the following year's program. By requiring a yearly application, new organizations could be considered and the funds would be distributed in an equitable manner. If requests exceed the annual budget, funds would be allocated to organizations displaying the higher volunteer hours and waste diversion. For example, registered charities with high voluntary hours and high waste diversion would receive proportionately higher funding than charities with lower volunteer hours and less waste diversion. Eligible costs would be 50% of their waste hauling and or tipping fee. Reimbursement would be paid on the submission of scale and/or hauling receipts.

BACKGROUND

On March 15, 2017, the Board received the report "Charitable and Non-Profit Organizations – Waived Tipping Fees" (attached) which described the current program. On March 15, 2017, the Board directed staff "to provide a recommendation for the future administration of the Waived Tipping Fees for Charitable Organizations Program".

The current funding program, that assists charities with their waste disposal, began in 1991 when the RDN introduced mandatory curbside collection of garbage and recycling. This collection had an unexpected consequence of increasing the illegal dumping at the Salvation Army and Society of Organized Services (SOS) Parksville thrift stores. At that time the RDN Board supported the waiving of Solid Waste tipping fees for those organizations, to alleviate these added costs.

On June 8, 2004, the Board passed the following motion;

That the Board, support a policy of granting waste disposal fee relief only for illegal dumping clean-up and to non-profit organizations that incorporate waste reduction as a core function. Other organizations, such as thrift store operations, may not qualify for fee relief pending discussions with thrift operators on proper recycling practices.

As a result of the 2004 Board motion the following organizations have been granted fee relief;

1. Salvation Army (Nanaimo and Parksville)
2. Society of Organized Services D69 (SOS)
3. Nanaimo Recycling Exchange (NRE)
4. Gabriola Island Recycling Organization (GIRO)

The current program also covers the cost of a commercial bin and the associated hauling and disposal fees for the Salvation Army, SOS and GIRO.

Initially designed to provide short term relief from additional costs, the program has expanded and now provides waived fees for all material sourced through these facilities, including unsellable items from their thrift stores. In 2016 the total cost of the program was \$80,798, which accounted for over 520 tonnes of material. The projection for 2017 is \$88,680 with over 590 tonnes of material. At present there is no mechanism to limit the costs incurred under the program.

On November 26, 2016, Vancouver Island Workability Society (VIWS) made a request to join the program. They sighted their operation of a thrift store as their reason for the request. The inclusion of VIWS to the current program would initially add approximately \$5,000 to the budget. VIWS also operates a kitchen and nursery (The Farm at Cedar Woods Society), providing meaningful employment to disadvantaged members of the community. Their request did not include relief for disposal of waste from these two other enterprises.

Presently there are over 280 registered charities operating between Cedar, City of Nanaimo, District of Lantzville, City of Parksville, the Town of Qualicum Beach and the RDN Electoral Areas. The primary source of revenue for most of these charities is through donations to their organization. Staff estimate that there are a total of 15 charities operating thrift stores, equipment repair services and other businesses that are potentially involved in waste diversion activities.

Staff contacted neighboring Regional Districts and their approaches to waived tipping fees vary:

Capital Regional District (CRD)

The CRD provides funding through their Non-Profit Recycling Initiative. Currently the CRD budgets \$89,000 to be dispersed between ten organizations based on their needs and application. The

organizations must reapply each year following a specific application process. Once their allotment is used, any other fees are paid directly by the organization. The allotments are not equal and funding is based on the amount requested and the type of recycling being conducted by the organization.

Comox Valley Regional District (CVRD)

The CVRD applies a 50% reduction in tipping fees for organizations performing fundraising events. In addition, the CVRD provides \$4,500 yearly to both the Salvation Army and Habitat for Humanity for disposal of solid waste. The organizations are required to submit a written request in advance and a waiver is applied until the funds are drawn down.

Options for the RDN include;

1. **Status Quo:** the charities currently under the program will continue to receive 100% of the funding, namely Society of Organized Services (SOS), Salvation Army, Gabriola Island Recycling Organization (GIRO) and Nanaimo Recycling Exchange (NRE). Waived tipping fees for 2016 were \$80,798 which follows the trend of a 9% increase per year since 2013.
2. **50/50 Cost Share Model (Recommendation):** delivers equitable funding to qualifying charitable organizations. Applications would be made by a predetermined date for acceptance into the following year's program. By requiring a yearly application, new organizations could be considered, and the funds would be distributed in an equitable manner. If applications exceed the budget amount, the Proportionate Weighting System (Appendix A) would be used. This system would distribute funds based on volunteer hours and waste diversion. Reimbursement would be paid at 50%, on the submitted scale and/or hauling receipts. Based on a fixed budget amount, each organization would be assessed and allotted a maximum amount they could claim in the fiscal year. Providing advanced notice of the program change would minimize any negative effects to currently funded charities. RDN Solid Waste staff could work with charities to find alternative disposal options and develop waste reduction strategies. If a surplus is generated, it will be carried to the following year's budget.
3. **Full Reimbursement Model:** funds all qualifying organization's entire disposal costs until the end of the fiscal year or until their allotted amount is exhausted. Based on a fixed budget amount, the application, qualifying and fund allotment process would be the same as the Cost Share Model. Approved organizations could be reimbursed for any amount of their allotment at any time, provided they submitted valid scale and/or hauling receipts.

Table 1 lists the pros and cons of each option;

Table 1	Pros	Cons	Effects on Charities
Status Quo	<ul style="list-style-type: none"> • Limited staff time required 	<ul style="list-style-type: none"> • Costs of the program will continue to rise • No new organizations will be allowed access to funding • Program does not encourage diversion 	<ul style="list-style-type: none"> • Currently funded charities benefit from status quo • The program prevents inclusion and equality • Diversion of recyclable materials is not promoted
50/50 Cost Share Model (Budgeted \$80,000 per year)	<ul style="list-style-type: none"> • Broader distribution of funds across the RDN • Equitable funding to charities • Costs are contained • Diversion is encouraged focusing on reuse, recycling and reduction • Charities operations promote Solid Waste Management Plan and Strategic Plan 	<ul style="list-style-type: none"> • Staff time to determine eligibility • Staff time to determine reimbursement • Potential Staff time to educate charities on diversion strategies. 	<ul style="list-style-type: none"> • Encourages diversion focusing on recycling, reuse and reduction • Currently funded charities will be faced with higher operating costs both from loss of revenue and additional administration to manage requests for reimbursement and annual application for funding • Inclusion of other charities practicing waste diversion • Broader financial distribution to RDN charities • Empowers charities to be proactive in waste diversion
Full Reimbursement Model (Budgeted \$80,000 per year)	<ul style="list-style-type: none"> • Broader distribution of funds across the RDN • Equitable funding to charities • Costs are contained 	<ul style="list-style-type: none"> • Staff time to determine eligibility • Staff time to determine reimbursement • Does not fully encourage diversion 	<ul style="list-style-type: none"> • Currently funded charities receive lower funding • Inclusion of other charities • Broader distribution across the RDN to more charities

ALTERNATIVES

1. Status Quo, tipping and hauling fees for the four organizations currently enrolled in the program are fully waived. Inclusion of other charities is not permitted without Board approval.
2. Adopt a 50/50 Cost Share model where a fixed budget amount is dispersed between approved charitable organizations and payable at 50% of the disposal/hauling costs. Funds would be available until the end of the fiscal year or the organizations allotment was depleted.
3. Adopt the Full Reimbursement Model where a fixed budget is dispersed to qualifying organizations payable at 100% of the submitted hauling and disposal costs. Funds would be available until the end of the fiscal year or the organizations' dispersals were depleted.
4. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

If the Board were to budget the sum of \$80,000 per year, the financial cost of the program would remain consistent with the costs seen in 2016.

Charities currently receiving funding will see a lower distribution under the new program. By allowing for a 2018 program start date, these organizations will have time to prepare financially and seek alternatives to disposal. The new program will allow for a broader dispersal of funding and support for charities across the entire Regional District of Nanaimo.

Staff time would be required in order to administer either of the models proposed. Approximately one hour per month for both the Solid Waste Planner and an RDN Finance staff member will be required to calculate and process the remuneration. An additional sixteen hours per year is estimated to evaluate the applicants and meet with the approved organizations. Therefore aggregate costs to administer such a program are estimated to be less than \$3,000 per year.

STRATEGIC PLAN IMPLICATIONS

By reviewing and implementing proactive change to existing programs, the recommendations are consistent with the RDN Strategic Plans focus on economic health and shows over all fiscal restraint and responsibility. As the current program provides unlimited disposal, the unpredictable nature of future costs would be eliminated with the implementation of the recommendations.

The 50/50 Cost Share program provides a fair and equitable solution to all potential users of the program. Under a cost share program, charities will seek to increase their recycling practices as this will result in lower costs for their organization. In turn this will increase the overall diversion of the RDN and promote a reduction in waste material received at the Solid Waste facilities.

The promotion of reuse, recycling and diversion aligns with the governing principal of respect for the environment and directly supports the Solid Waste Management Plan.



Ben Routledge
broutledge@rdn.bc.ca
April 27, 2017

Reviewed by:

- L. Gardner, Manager, Solid Waste Services
- R. Alexander, General Manager, RCU
- P. Carlyle, Chief Administrative Officer

Attachments

- Charitable and Non-Profit Organizations – Waived Tipping Fees Report
- Appendix A: Proportional Weighting System

Appendix A: Proportionate Weighting System

1. Undersubscribed: If all applicants total requested amount is less than \$80,000, allocate funding based on 50% of applicants waste disposal cost projection.

*Reimbursement is made at 50% of valid submitted scale and hauling receipts.

2. Over Subscribed: If applicants total requested amount is more than \$80,000, calculate eligible funding using the Proportionate Weight Score

Step #1

$$\frac{\text{Total Volunteer Hours from all Applicants}}{\text{Applicants Projected Volunteer Hours}} + \frac{\text{Total Waste Diverted}}{\text{Applicants Projected Waste Diverted}} = \text{Individual Proportionate Weight Score (IPWS)}$$

Step #2

Total All Individual Proportionate Scores (TPWS)

Step #3

$$\text{IPWS/TPWS} \times \text{Budget Amount} = \text{Maximum Eligible Funding*}$$

*Applicant eligible for the lessor of Maximum Eligible Funding or Application Amount

Org.	Volunteer Hours	Waste (in Tonnes)	IPWS	Allotment
Charity 1	5	10	$\frac{5}{75} + \frac{10}{38} = .07 + .26 = .33$	$\text{IPWS } 0.33 \times \$80,000 = \$13,266$ TPWS 1.99
Charity 2	10	3	$\frac{10}{75} + \frac{3}{38} = .13 + .08 = .21$	$\text{IPWS } .21 \times \$80,000 = \$8,442$ TPWS 1.99
Charity 3	20	15	$\frac{20}{75} + \frac{15}{38} = .27 + .39 = .66$	$\text{IPWS } .66 \times \$80,000 = \$26,532$ TPWS 1.99
Charity 4	40	10	$\frac{40}{75} + \frac{10}{38} = .53 + .26 = .79$	$\text{IPWS } .79 \times \$80,000 = \$31,758$ TPWS 1.99
Total	75	38	TPWS 1.99	

Unallocated funding to be distributed up to charities application request.

TO: Solid Waste Management Select Committee
MEETING: March 15, 2017

FROM: Ben Routledge
Zero Waste Coordinator
FILE: 5360-01

SUBJECT: Charitable and Non-Profit Organizations – Waived Tipping Fees

RECOMMENDATION

That this report be received for information.

SUMMARY

The Regional District of Nanaimo (RDN) currently waives landfill tip fees for waste received from a few select charitable organizations operating in the RDN. These are; the Salvation Army – Nanaimo, Society of Organized Services D69 (SOS), Nanaimo Recycling Exchange (NRE), and Gabriola Island Recycling Organization (GIRO).

RDN staff frequently receive requests for waived fees from other charities and Non-Profit Organizations (NPOs). Most recently, the Vancouver Island Workability Society (VIWS) presented a request for relief from tipping fees to the SWMSC. At the regular Board meeting of Dec. 6, 2016, by motion, staff were directed to prepare a report outlining potential arrangements for reduced tipping fees for NPOs.

BACKGROUND

In 1991, the RDN introduced mandatory garbage and recycling collection, with a one garbage can per week limit, coupled with the introduction of disposal fees at RDN waste management facilities. This contributed to a temporary increase in the deposit of waste materials at the Parksville SOS and the Parksville and Nanaimo Salvation Army thrift stores. Staff agreed to accept small amounts of this waste at RDN facilities at no charge. The original intent was to grant relief from illegal dumping at those locations. These organizations have since made efforts to discourage illegal dumping by limiting after hours material drop-off at their locations and by installing locks and cameras. Over time, the provision of waived fees has extended to all waste sourced through these organizations, as well as their waste collection costs.

On June 8, 2004 the Board passed the following motion:

That the Board support a policy of granting waste disposal fee relief only for illegal dumping clean-up and to non-profit organizations that incorporate waste reduction as a core function. Other organizations, such as thrift store operations, may not qualify for fee relief pending discussions with thrift operators on proper recycling practices.

As a consequence of the 2004 Board motion the following organizations have been granted fee relief;

1. Salvation Army (Nanaimo and Parksville)
2. Society of Organized Services D69 (SOS)
3. Nanaimo Recycling Exchange (NRE)
4. Gabriola Island Recycling Organization (GIRO)

The relief covers disposal costs for all waste sourced from each of the organizations, as well as some of the related waste collection costs. All of the organizations are registered charities with the Canada Revenue Agency. There are specific differences between charities and non-profit organizations as presented in Appendix A.

Table 1 below provides the amount of waived fees for the past three years as well as the 2017 projection for \$88,681 in tipping fees and collection costs based on 591.84 tonnes.

Table 1: Waived Tipping Fees and Tonnage 2013-2016 (RDN Charities)

Year	Total Tonnes	Salvation Army		SOS D69		NRE		GIRO	
		Tipping Fee	Collection Fee	Tipping Fee	Collection Fee	Tipping Fee	Collection Fee	Tipping Fee	Collection Fee
2013	376.52	\$16,434	\$4500	\$13,579	\$5700	\$14,944	NA	NA	\$4800
2014	437.56	\$17,411	\$4500	\$20,075	\$5700	\$17,104	NA	NA	\$4800
2015	455.84	\$16,997	\$4500	\$22,162	\$5700	\$17,218	NA	NA	\$4800
2016	520.10	\$18,320	\$4500	\$24,907	\$5700	\$22,871	NA	NA	\$4500
Est. 2017	591.84	\$19,785	\$4500	\$27,895	\$5700	\$26,301	NA	NA	\$4500

The current request from VIWS, formerly The Farm at Cedar Woods Society, is to waive tipping fees. This organization, like the SOS and Salvation Army, operates a thrift store in the Parksville area, as well as a farm and a kitchen facility producing goods for resale. VIWS has stated that currently they transport material to the Church Road Transfer Station costing approximately \$2,400 per year in tipping fees. Their current request does not specifically mention the waiving of fees for organic waste from their kitchen and greenhouse. If fees were also waived for this material, the value of their request would be higher. Similarly waste collection costs have not been included in their request

Currently in the RDN, there are over 280 registered charities (Appendix B). These organizations represent local nature groups and trusts, religious organizations, community groups, clubs, provincial and federal charities. These charities can be grouped into three broad categories: 1) those that are essentially fund raising and generate little to no waste (e.g. BC Cancer Society); 2) those that generate waste associated with their service (e.g. church, farm, shelter); 3) those that re-purpose used items for waste diversion or fund raising (e.g. NRE, SOS). Staff estimate that there are 15 charities operating in

the RDN that fall into the 3rd category of repurposing used items that currently do not receive waived fees for waste collection/disposal and the amount of waste they might generate is unknown.

Other options could be explored for providing relief of fees to charities or non-profits such as: cost sharing; establishing a fixed-amount fund to disperse to qualifying organizations; or developing a qualifying check list for future applicants. Staff have contacted neighboring Regional Districts and their approach to waived tipping fees can be found below:

Capital Regional District (CRD)

The CRD provides funding through their Non-Profit Recycling Initiative. Currently they have ten registered organizations that receive reimbursement of their disposal cost. The CRD budgets \$89,000 to be dispersed equally between those ten organizations approved for funding. The organizations must apply prior to the new fiscal year, following a specific application process. Once the allotment is used, any other fees are paid directly by the organization.

Comox Valley Regional District (CVRD)

The CVRD applies a 50% reduction to tipping fees for NPOs performing fundraising events. In addition the CVRD provides \$4500 yearly, to both The Salvation Army and Habitat for Humanity for disposal. Those organizations are required to submit a written request in advance and a waiver is applied until the funds are drawn down.

Cowichan Valley Regional District

The Cowichan Valley Regional District does not waive tipping fees for charities or NPOs.

POTENTIAL ARRANGEMENTS

1. Maintain the status quo with no new organizations be granted waived tipping fees.
2. Future applications reviewed individually by the Board.
3. A fixed budget amount (e.g. \$100,000) could be set annually to cover waived fees with the amount distributed among applying registered charities that are involved in the reuse or re-purposing of materials. This option would likely result in greater distribution of funds amongst charities but may reduce the amounts that are currently received by funded charities.
4. Registered charities that are involved in the reuse or re-purposing of materials would receive a cost share for waste disposal and/or collection (e.g. RDN covers 50% of the cost). Such a system provides an incentive for the charities to screen donated materials and discourage waste generation. If such a program was to be adopted, a gradual phase out of the existing system would lessen the financial consequence to the charities currently receiving assistance.
5. All registered charities involved in the reuse or re-purposing of materials could be granted assistance for disposal and/or waste collection costs.

FINANCIAL IMPLICATIONS

For 2016, collection costs and waived fees for all charitable organization was over \$80,000. Based on historical trends, this can be expected to grow approximately 10% per year depending on population growth and the operations of the charities. If the current request from VIWS is granted an additional \$2400-\$5000 should be forecast for 2017

Currently there are approximately 24 thrift stores operating from RDN, staff expect that half of these are either NPO's or registered charities. If all charities and non-profit organizations operating a thrift store from the RDN were granted waived tipping fees, staff estimate that the cost will be in the order of \$200,000 per year. If the RDN was to provide a 50% cost share to those charities practicing waste diversion, recycling and/or repurposing (ex. a thrift store), the annual costs are estimated to be \$100,000.

A Board decision to increase the amount of financial support provided to charities would result in a consequential increase in the tax requisition to cover the expense.

STRATEGIC PLAN IMPLICATIONS

Assisting charities and non-profits is consistent with the Strategic Plan's focus on relationships. The RDN recognizes volunteers as an essential component of service delivery. By waiving disposal fees these organizations are able to apply their financial resources in other areas for greater community benefit.

A core focus of the Strategic Plan is on service and organizational excellence. The RDN commits to look at both the costs and benefits of services to ensure that we will be effective and efficient. The governing principles balance the immediate and practical matters of fiscal restraint and the need to be fair and equitable. The preparation of this report on alternative arrangements for waiving fees is consistent with these objectives, and serves to review the current distribution and benefit of allocated funds.

Ben Routledge
broutledge@rdn.bc.ca
March 8, 2017

Reviewed by:

- L. Gardner, Manager, Solid Waste Services
- R. Alexander, General Manager, Regional & Community Utilities
- P. Carlyle, Chief Administrative Officer

Attachments

1. Appendix A: Charities and Non Profit Organizations
2. Appendix B: List of Charitable Organizations in the Regional District of Nanaimo

Appendix A

Registered Charity vs. Non-Profit Organization

Registered charities are often referred to as non-profit organizations (NPOs). However, while both types of organizations operate on a non-profit basis, the two types are defined differently under the *Income Tax Act*.

Topics	Registered Charity	NPO
Purposes	Must be established and operate exclusively for charitable purposes <ul style="list-style-type: none"> • relief of poverty • advancement of education • advancement of religion • purposes beneficial to the community 	<ul style="list-style-type: none"> • Can operate for social welfare, civic improvement, pleasure, sport, recreation, or any other purpose except profit. • Cannot operate exclusively for charitable purposes.
Registration	Must apply to the Canada Revenue Agency (CRA) and be approved for registration as a charity.	No registration process for income tax purposes.
Charitable Registration Number	Is issued a charitable registration number upon approval by the CRA	Is not issued a charitable registration number.
Tax Receipts	Can issue official donation receipts for income tax purposes.	Cannot issue official donation receipts for income tax purposes.
Spending Requirement (Disbursement Quota)	Must spend a minimum amount on its own charitable activities or as gifts to qualified donees.	Not applicable
Designation	Is designated by the CRA as a charitable organization, a public foundation or a private foundation.	Does not receive a designation.
Returns	Must file annual information return (Form T3010) within six months of its fiscal period end.	May have to file a T2 return (if incorporated), and/or an information return (Form T1044) within six months of its fiscal period end.
Personal Benefits to Members	Cannot use its income to personally benefit its members.	Cannot use its income to personally benefit its members.
Tax Exempt Status	Is exempt from paying income tax.	<ul style="list-style-type: none"> • Is generally exempt from paying income tax. • May be taxable on property income or on capital gains.

Adapted from CRA website: www.cra-arc.gc.ca/chrts-gvng/chrts/ppllyng/rgstrtn/right-eng.html

E: info@charitycentral.ca

Appendix B

Registered Charities (RDN)

<i>Assumptions applied in grouping Charities and list may not be entirely accurate.</i>	
1) Fundraise (Generate little to no waste)	
<ul style="list-style-type: none"> • A CAPPELLA PLUS CHORAL SOCIETY • B.C. SCHIZOPHRENIA SOCIETY (NANAIMO BRANCH) • BOYS AND GIRLS CLUBS OF CENTRAL VANCOUVER ISLAND • BRITISH COLUMBIA (BC) CHIHUAHUA RESCUE • BRITISH COLUMBIA BOYS CHOIR • COAST EMERGENCY COMMUNICATIONS ASSOCIATION • CAMERATA SINGERS • CANADIAN MENTAL HEALTH ASSOCIATION • HABITAT FOR HUMANITY MID-VANCOUVER ISLAND SOCIETY • HAVEN SOCIETY: PROMOTING THE SAFETY OF WOMEN, CHILDREN, YOUTH AND FAMILIES • VANCOUVER ISLAND OPERA • CITIZENS ON PATROL SOCIETY, DISTRICT 69 • COMMUNITY POLICING OFFICES OF DISTRICT 69 • PARKSVILLE - QUALICUM COMMUNITY FOUNDATION 	<ul style="list-style-type: none"> • ISLANDLINK LIBRARY FEDERATION • LOAVES AND FISHES FOOD BANK FOUNDATION • MID-ISLAND AIR SEARCH AND RESCUE SOCIETY • MALASPINA CHOIR SOCIETY • NANAIMO & AREA LAND TRUST SOCIETY • NANAIMO CHILD DEVELOPMENT CENTRE SOCIETY • NANAIMO CHRISTIAN SCHOOL (1988) SOCIETY • NANAIMO CONCERT BAND SOCIETY • NANAIMO CONSERVATORY OF MUSIC • NANAIMO FASD SOCIETY • NANAIMO LITERACY ASSOCIATION • NANAIMO MARINE RESCUE SOCIETY • THE ISLAND BEL CANTO SINGERS SOCIETY • AFFORDABLE HOUSING: VANCOUVER ISLAND SOCIETY • DOGWOOD RESCUE SOCIETY • MILNER GARDENS AND WOODLAND SOCIETY • PARKSVILLE & DISTRICT MUSICAL ASSOCIATION
2) Generate Waste Associated with Service (Farm/Shelter/Religious)	
<ul style="list-style-type: none"> • ABUNDANT KINGDOM LIVING ASSOCIATION • BASIC CHRISTIAN COMMUNITY ASSOCIATION • BEES FOR BABAR SOCIETY • BRECHIN UNITED CHURCH • BRIDGES HOME CHURCH CHRISTIAN COMMUNITY OF CENTRAL VANCOUVER ISLAND • BRITISH COLUMBIA CIRCUIT 1-C OF JEHOVAH'S WITNESSES • BRITISH COLUMBIA CIRCUIT 2-A OF JEHOVAH'S WITNESSES • CHASE RIVER CONGREGATION OF JEHOVAH'S WITNESSES • CHRIST COMMUNITY CHURCH OF THE CHRISTIAN REFORMED CHURCH OF NANAIMO • CHRISTIAN SCIENCE SOCIETY NANAIMO BC • CHURCH OF THE NAZARENE • DEPARTURE BAY BAPTIST CHURCH • DEPARTURE BAY CONGREGATION OF JEHOVAH'S WITNESSES 	<ul style="list-style-type: none"> • MID ISLAND ABILITIES AND INDEPENDENT LIVING SOCIETY • MARANATHA FOURSQUARE GOSPEL CHURCH • NANAIMO (COMPASS) FOURSQUARE GOSPEL CHURCH • NANAIMO FULL GOSPEL ASSEMBLY • NEW HORIZONS CHRISTIAN CHURCH • NANAIMO CHURCH OF CHRIST • NANAIMO ECUMENICAL CENTRE SOCIETY • NANAIMO FIRST KOREAN CHURCH • NANAIMO KOREAN PRESBYTERIAN CHURCH • NANAIMO LIGHTHOUSE MINISTRIES • NANAIMO NATIVE VICTORY CHAPEL • NEIGHBOURHOOD CHURCH • OCEANSIDE CHRISTIAN MINISTRIES • PARISH OF ST. PAUL'S • PLEASANT VALLEY CONGREGATION OF JEHOVAH'S WITNESSES • ST MICHAEL THE ARCHANGEL UKRAINIAN CATHOLIC CHURCH
<ul style="list-style-type: none"> • EAGLE MOUNTAIN CHURCH 	<ul style="list-style-type: none"> • ST PAUL'S LUTHERAN CHURCH

<ul style="list-style-type: none"> • FIRST BAPTIST CHURCH • FIRST UNITARIAN FELLOWSHIP OF NANAIMO • GENERATIONS CHURCH • GENESIS CHRISTIAN CENTRE • GURDWARA SAHIB MIRI PIRI DARBAR SIKH TEMPLE • HAMMOND BAY CONGREGATION OF JEHOVAH'S WITNESSES • HAMMOND BAY BAPTIST CHURCH • HARBOUR CONGREGATION OF JEHOVAH'S WITNESSES • HAREWOOD COMMUNITY CHURCH • HOPE LUTHERAN CHURCH • LIGHTHOUSE BIBLE BAPTIST CHURCH OF NANAIMO • WOODGROVE CONGREGATION OF JEHOVAH'S WITNESSES • WAKESIAH GOSPEL CHAPEL • BRITISH COLUMBIA CIRCUIT 2-C OF JEHOVAH'S WITNESSES • FIRST OCEANSIDE APOSTOLIC CHURCH • LITTLE MOUNTAIN CONGREGATION OF JEHOVAH'S WITNESSES • PARKSVILLE FELLOWSHIP BAPTIST CHURCH • PARKSVILLE PASTORAL CHARGE • THE ANGLICAN PARISH OF PARKSVILLE B.C. • UKRAINIAN ORTHODOX PARISH OF ST.MARY THE PROTECTRESS • CHRISTIAN FELLOWSHIP CENTRE (QUALICUM BEACH CHURCH • QUALICUM COMMUNITY BAPTIST CHURCH • SHORELINE CONGREGATION OF JEHOVAH'S WITNESSES • THE SPIRITUAL ASSEMBLY OF THE BAHA'IS OF QUALICUM BEACH 	<ul style="list-style-type: none"> • ST PETER'S CHURCH • ST. ANDREW'S PRESBYTERIAN CHURCH • ST. PHILIPS ANGLICAN CHURCH • THE DOOR CHURCH • THE JUDEO-CHRISTIAN FOUNDATION • THE REDEEMED CHRISTIAN CHURCH OF GOD - LIVING PRAISE CHAPEL • THE BENEDICTINES OF NANAIMO (HOUSE OF BREAD MONASTERY) • THE LIGHT OF CHRIST CHURCH • THE SPIRITUAL ASSEMBLY OF THE BAHA'IS OF NANAIMO • THE WORLD OF PENTECOST CHURCH • THE WORLD OF PENTECOST CHURCH • TRINITY CATHOLIC CHURCH • TRINITY UNITED CHURCH PASTORAL CHARGE • UNITY CHURCH OF NANAIMO • ST. PHILIP'S BY-THE-SEA ANGLICAN CHURCH • WOODGROVE CHRISTIAN COMMUNITY • ARBUTUS GROVE CHURCH • CHURCH OF THE ASCENSION • FABIANO OF CHRIST BENEVOLENT SOCIETY • LIVING HOPE COMMUNITY CHURCH • OCEANSIDE COMMUNITY CHURCH • OUR SAVIOR LUTHERAN CHURCH • SHUGUY MINISTRIES • ST. COLUMBA PRESBYTERIAN CHURCH • THE SPIRITUAL ASSEMBLY OF THE BAHA'IS OF PARKSVILLE • BRITISH COLUMBIA CIRCUIT 1-B OF JEHOVAH'S WITNESSES • MOUNT ARROWSMITH CONGREGATION OF JEHOVAH'S WITNESSES • ST. STEPHEN'S UNITED CHURCH • ST. MARK'S CHURCH • THE PRESBYTERY OF VANCOUVER ISLAND OF THE PRESBYTERIAN CHURCH IN CANADA
<p>3) Repurpose/Waste Diversion/Fund Raise</p>	
<ul style="list-style-type: none"> • CEDAR COMMUNITY ASSOCIATION (VIWS) • NANAIMO & DISTRICT HOSPITAL FOUNDATION • NANAIMO ASSOCIATION FOR COMMUNITY LIVING • NANAIMO AUXILIARY TO NANAIMO REGIONAL GENERAL HOSPITAL • NANAIMO COMMUNITY HOSPICE SOCIETY • NANAIMO FOODSHARE SOCIETY 	<ul style="list-style-type: none"> • UNITED WAY CENTRAL AND NORTHERN VANCOUVER ISLAND • DISTRICT 69 SOCIETY OF ORGANIZED SERVICES • OCEANSIDE HOSPICE SOCIETY • THE SALVATION ARMY NANAIMO COMMUNITY CHURCH • NANAIMO RECYCLING EXCHANGE SOCIETY • NANAIMO 7-10 CLUB SOCIETY

Inadequate Information to Categorize

- ANDREAS BAUR FOUNDATION
- CALVARY FELLOWSHIP NANAIMO
- CAPTIONING THE WORD
- CATNAP-(CATS NEEDING AID AND PROTECTION) SOCIETY
- CEDAR SCHOOL AND COMMUNITY ENHANCEMENT SOCIETY
- CLAY TREE SOCIETY FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES
- CRIMSON COAST DANCE SOCIETY
- CRISIS PREGNANCY CENTRE OF NANAIMO SOCIETY
- ECODESIGN RESOURCE SOCIETY
- ISLAND CRISIS CARE SOCIETY
- EDGEWOOD FOUNDATION
- FRIENDS OF THE MORDEN MINE
- GEORGIA BASIN ECOLOGICAL ASSESSMENT AND RESTORATION SOCIETY
- GEORGIA STRAIT ALLIANCE
- GLOBAL FOCUS INTERNATIONAL ASSOCIATION
- ISLAND CORRIDOR FOUNDATION
- KIDS INTERNATIONAL DEVELOPMENT SOCIETY
- LEDAFRICA CHARITABLE SOCIETY
- MOUNT MERU EDUCATION SOCIETY OF CANADA
- MALASPINA CHILD DEVELOPMENT SOCIETY
- MARMOT RECOVERY FOUNDATION
- MORRELL SANCTUARY SOCIETY FOR ENVIRONMENTAL EDUCATION
- MOUNT BENSON SENIOR CITIZENS HOUSING SOCIETY
- NANAIMO CHINA FELLOWSHIP
- NANAIMO DISABILITY RESOURCE CENTRE SOCIETY
- NANAIMO HARBOUR CITY SENIORS SOCIETY
- NANAIMO HEALING ROOMS SOCIETY
- NANAIMO MILITARY MUSIC FESTIVAL SOCIETY
- NANAIMO PROFESSIONAL FIREFIGHTERS' CHARITABLE SOCIETY
- NANAIMO SCIENCE AND SUSTAINABILITY SOCIETY
- NANAIMO & DISTRICT CRIME STOPPERS ASSOCIATION
- NANAIMO ADDICTION FOUNDATION
- NANAIMO AFFORDABLE HOUSING SOCIETY
- NANAIMO ART GALLERY SOCIETY
- NANAIMO BRAIN INJURY SOCIETY
- NANAIMO CHINESE ALLIANCE CHURCH
- NANAIMO COMMUNITY KITCHENS SOCIETY
- NANAIMO F O S NON-PROFIT HOUSING
- NANAIMO DISTRICT SENIOR CITIZENS HOUSING DEVELOPMENT SOCIETY
- NANAIMO FAMILY HISTORY SOCIETY
- NANAIMO FAMILY LIFE ASSOCIATION
- NANAIMO HARBOUR WATCH SOCIETY
- NANAIMO HINDU CULTURAL SOCIETY
- NANAIMO LIONS HOUSING SOCIETY
- NANAIMO MEALS ON WHEELS SOCIETY
- NANAIMO MEN'S RESOURCE CENTRE
- NANAIMO PARENT PARTICIPATION PRESCHOOL ASSOCIATION
- NANAIMO REGION JOHN HOWARD SOCIETY
- NANAIMO SEARCH AND RESCUE SOCIETY
- NANAIMO THEATRE GROUP
- NANAIMO TRAVELLERS LODGE SOCIETY
- NANAIMO VOLUNTEER AND INFORMATION CENTRE SOCIETY
- NANAIMO-LADYSMITH SCHOOLS FOUNDATION
- NEW LIFE ASSEMBLY SOCIETY
- OPEN MINDS OPEN WINDOWS
- PROVINCIAL C G I T BOARD OF BRITISH COLUMBIA
- PUEBLO PARTISANS SOCIETY
- PURSUIT OF EXCELLENCE TRAINING SOCIETY
- ROYAL ARCH CHARITABLE FOUNDATION
- RM SOCIETY-SUPPORTING GRIEVING YOUTH THROUGH RAINBOWS
- ROTARY CLUB OF NANAIMO CHARITABLE SOCIETY
- RUTHERFORD ELEMENTARY SCHOOL PARENT ADVISORY COUNCIL SOCIETY
- SEEDS OF PROMISE INTERNATIONAL CHILD WELFARE
- SHARE A SMILE SOCIETY
- SSFPA FOUNDATION
- SUSTAINABLE FISHERIES FOUNDATION
- THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 68
- THE HIGH SCHOOL AT VANCOUVER ISLAND UNIVERSITY ASSOCIATION
- THE INTERNATIONAL HIGH SCHOOL AT VANCOUVER ISLAND UNIVERSITY ASSOCIATION
- THE AIR CADET LEAGUE OF CANADA, 205 COLLISHAW SPONSORING COMMITTEE
- THE CANADIAN CAVE CONSERVANCY
- THE MCGIRR SPORTS SOCIETY

<ul style="list-style-type: none"> • NANAIMO CITIZEN ADVOCACY ASSOCIATION • NANAIMO COMMUNITY FOUNDATION • NANAIMO COMMUNITY GARDENS SOCIETY • THE PORT THEATRE SOCIETY • THE RECREATION FOUNDATION OF BRITISH COLUMBIA • THE RIX FAMILY FOUNDATION • TILLICUM LELUM ABORIGINAL SOCIETY • TOZAN CULTURAL SOCIETY • UNKNOWN ANGEL SOCIETY REGISTERED • UCLUELET AQUARIUM SOCIETY • UNITARIAN FOUNDATION OF NANAIMO • UPPER ISLAND MUSICAL FESTIVAL ASSOCIATION • VANCOUVER ISLAND DANCE SOCIETY OF BRITISH COLUMBIA • VANCOUVER ISLAND INTEGRATED COUNSELLING AND COMMUNITY SERVICES SOCIETY • VANCOUVER ISLAND MENTAL HEALTH SOCIETY • VANCOUVER ISLAND SYMPHONY FOUNDATION • CANADIAN FEDERATION OF UNIVERSITY WOMEN – NANAIMO • CENTRAL ISLAND INDEPENDENT SCHOOL SOCIETY • CENTRAL VANCOUVER ISLAND DRAGON BOAT SOCIETY • Q’OPHTHUT SUL’HWEEN (GATHERING OF ELDERS) SOCIETY • ROTARY CLUB OF LANTZVILLE SOCIETY • B.C. MISSION BOAT • CEDARS AT COBBLE HILL SOCIETY • CITY OF GARDENS CHORUS OF SWEET ADELINES INTERNATIONAL SOCIETY • ERRINGTON THERAPEUTIC RIDING ASSOCIATION • FRIENDS OF FOSTER PARK • JERUSALEM VISTAS CANADA SOCIETY • LIFERING SECULAR RECOVERY SOCIETY CANADA • MAUREEN AND GEORGE KERMACK FOUNDATION TRUST • MID-VANCOUVER ISLAND HABITAT ENHANCEMENT SOCIETY • PARKSVILLE LIONS HOUSING SOCIETY • PARKSVILLE & DISTRICT HISTORICAL SOCIETY • PARKSVILLE SENIOR'S ACTIVITY AND DROP-IN CENTRE SOCIETY 	<ul style="list-style-type: none"> • THE GREAT NANAIMO TOY DRIVE • THE NANAIMO & DISTRICT MUSEUM SOCIETY • THE NANAIMO ARTS COUNCIL • THE NANAIMO CHINESE CULTURAL SOCIETY • THE NANAIMO FESTIVAL HERITAGE/THEATRE SOCIETY • THE NANAIMO UNIQUE KIDS ORGANIZATION • THE NANAIMO WOMEN'S RESOURCES SOCIETY • THE PACIFIC INSTITUTE OF BAGPIPING AND CELTIC MUSIC SOCIETY • VANCOUVER ISLAND UNIVERSITY • VANCOUVER ISLAND CRISIS SOCIETY • VANCOUVER ISLAND KHALSA DIWAN SOCIETY • VANCOUVER ISLAND MILITARY MUSEUM • VANCOUVER ISLAND REGIONAL LIBRARY • VANCOUVER ISLAND SYMPHONY • VANCOUVER ISLAND UNIVERSITY FOUNDATION • VILLAGE MEDICAL PROJECT FOR SIERRA LEONE • WESTERN PURPLE MARTIN FOUNDATION • WOODGROVE SENIOR CITIZENS HOUSING SOCIETY • THE LANTZVILLE HISTORICAL SOCIETY • TSOV-TUN LE LUM SOCIETY • ARROWSMITH COMMUNITY JUSTICE SOCIETY • ARROWSMITH REST HOME FOUNDATION SOCIETY • ARROWSMITH REST HOME SOCIETY • CENTRAL VANCOUVER ISLAND JOB OPPORTUNITIES BUILDING SOCIETY • DISTRICT 69 FAMILY RESOURCE ASSOCIATION • FIRST FRUITS FOUNDATION INC • FORWARD HOUSE COMMUNITY SOCIETY • LIGHTS OUT CANADA EDUCATIONAL PROGRAM INCORPORATED • NANAIMO DRAGON BOAT SOCIETY • OCEANSIDE BUILDING LEARNING TOGETHER SOCIETY • OCEANSIDE COMMUNITY ARTS COUNCIL • PARKSVILLE COMMUNITY CENTRE SOCIETY • ROTARY CLUB OF QUALICUM BEACH SUNRISE SOCIETY • THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 69 (QUALICUM) • THE PARKSVILLE AND DISTRICT ASSOCIATION FOR COMMUNITY LIVING • THE WOMEN'S MISSIONARY SOCIETY (W.D.) THE JOY MAHOOD GROUP • WHITECROW VILLAGE F.A.S.D. SOCIETY • ALDEA MAYA ASSISTANCE FOR MAYAN FAMILIES SOCIETY
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<ul style="list-style-type: none"> • PIETER DE REUVER FOUNDATION • SUNRISE PRE-SCHOOL ASSOCIATION • THE NAVY LEAGUE OF CANADA - OCEANSIDE BRANCH • TWO WORLDS CANCER COLLABORATION FOUNDATION • THE ROTARY CLUB OF PARKSVILLE COMMUNITY FOUNDATION • TRILLIUM LODGE AUXILIARY SOCIETY • WOODWINDS COMMUNITY SUPPORT SOCIETY • BARD TO BROADWAY THEATRE SOCIETY • CANADIAN FEDERATION OF UNIVERSITY WOMEN-PARKSVILLE/QUALICUM • FRIENDS OF FRENCH CREEK CONSERVATION SOCIETY • K.S.S. FINE ARTS SOCIETY • LIGHTHOUSE COMMUNITY CENTRE SOCIETY • NORTH COAST CETACEAN SOCIETY • OCEANSIDE STROKE RECOVERY SOCIETY • ONE FIVE ONE OUTREACH ASSOCIATION • QUALICUM BEACH FAMILY HISTORY SOCIETY • QUALICUM - PARKSVILLE KIWANIS HOUSING SOCIETY • QUALICUM BEACH HONOURS SOCIETY • QUALICUM BEACH STREAMKEEPERS SOCIETY • THE KATHOK GONPA DRUB DEY OD SEL LING SOCIETY • THE OLD SCHOOL HOUSE ARTS CENTRE • VANCOUVER ISLAND COMPASSION DOGS SOCIETY 	<ul style="list-style-type: none"> • ARROWSMITH INDEPENDENT SCHOOL SOCIETY • ARROWSMITH SEARCH AND RESCUE SOCIETY • CAMP UGANDA CONSERVATION EDUCATION SOCIETY • E.C.H.O. PLAYERS • EAGLE PARK HEALTH CARE AUXILIARY • JO ANN WHITE MEMORIAL FOUNDATION • KATHOK GONPA THEKCHEN CHO LING SOCIETY • MOUNT ARROWSMITH PIPE BAND ASSOCIATION • OCEANSIDE VOLUNTEER ASSOCIATION • PACIFIC ORCA SOCIETY • POCO A POCO SERVICE SOCIETY • QUALICUM BAY LOW RENTAL HOUSING SOCIETY • QUALICUM BEACH HISTORICAL AND MUSEUM SOCIETY • QUALICUM CAT RESCUE SOCIETY • THE AIR CADET LEAGUE OF CANADA, 893 BEAUFORT SQUADRON SPONSORING COMMITTEE
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