

Recycling Council of British Columbia

**Annual Report
2020-2021**



MISSION STATEMENT

RCBC FACILITATES THE EXCHANGE OF IDEAS AND KNOWLEDGE THAT
ENABLE EFFICIENT SOLUTIONS TO ELIMINATE WASTE.

OUR VISION: A WORLD WITHOUT WASTE

TABLE OF CONTENTS

MESSAGE FROM THE EXECUTIVE DIRECTOR	2
AUDITOR'S REPORT	5
STATEMENT OF FINANCIAL POSITION	
STATEMENT OF OPERATIONS	
OUR PARTNERS AND SUPPORTERS	9
ORGANIZATIONAL INFORMATION	10

MESSAGE FROM THE EXECUTIVE DIRECTOR

I stepped into the role of Executive Director at the Recycling Council of BC in December 2020 just as we braced ourselves for our first pandemic winter. It was an auspicious time to join an organization while both it and the world underwent so much change. However, throughout my career I have always embraced these types of opportunities, and before I joined RCBC I knew it had a great reputation: for education and information services; for creating culture and connections, and being a bridge builder. What I hadn't realized was the level of support, dedication and knowledge amongst the staff and membership.

While the beginning of the pandemic was a time of great uncertainty, there was one thing of which you could be certain: RCBC was there to support your efforts by providing up-to-date information to the public on waste diversion. Prior to the shelter-at-home orders, RCBC took steps to ensure its staff could continue to answer hotline questions remotely from their homes. RCBC Director of Policy & Communications Harvinder Aujala and her team worked in real-time to keep current updates to service levels from individual depots, collections sites, curbside collection, and other services. I'm incredibly proud of how the staff team adapted to new ways of working so quickly. They worked hard, were creative and resourceful, and accomplished so much. Thank you all.

Even though we weren't able to gather together in 2020 for the annual RCBC conference we continued to offer educational and networking opportunities to our membership through the fall, hosting webinars and moving forward with annual Waste Reduction Week activities. Our session on Share, Reduce and Repair, as well as our co-hosted session with the Recycling Council of Alberta on regulatory updates from across Canada were well

attended and received. The move every organization had to make towards a more digital delivery of programs was a growth opportunity for RCBC, and one we will continue.

Like many organizations, we had to adapt our programs and budgets under a constantly shifting landscape while trying to ensure the fulfillment of our mission. We were able to successfully adjust to a much different financial situation than we had expected at the beginning of the year, thanks to the hard work and support of our board members, stakeholders, and members.

In 2020, two of our longtime employees left the organization. Brock McDonald, Executive Director retired after 17 years, and Harvinder Aujala, Communications and Policy Director, moved on to a new opportunity after 16 years with RCBC. Together their combined tenure has shaped RCBC into the organization you know today. We thank them for their leadership, their passion and their lasting contribution to the work of creating a world without waste.

Overall RCBC emerged from 2020 demonstrating resilience and strength. I am grateful for the support I received from our Board of Directors and staff who helped ensure my transition into the role of Executive Director was a smooth one. It seems strange to be reflecting on 2020 as we launch in the final quarter of 2021. We anticipate returning to the spring date for the Annual General Meeting in 2021 the coming year. Rest assured lots of work is underway in 2021 and I hope that I will have the opportunity to meet many of you in person and forge new relationships as we continue to navigate our way through challenging times.

Lyndsay Poaps, Executive Director

AUDITORS REPORT

PREPARED BY: Thompkins Wozny LLP

INDEPENDENT AUDITOR'S REPORT

To the Members of
Recycling Council of British Columbia

Opinion

We have audited the financial statements of Recycling Council of BC (the Council), which comprise the statement of financial position as at March 31, 2021, and the statements of changes in net assets, operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Council as at March 31, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Council in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Council's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

As required by the British Columbia Societies Act, we report that, in our opinion, the accounting principles used in these financial statements, Canadian accounting standards for not-for-profit organizations, have been applied on a basis consistent with that of the preceding year.

Tompkins Wozny LLP

Vancouver, Canada
May 18, 2021

Chartered Professional Accountants

STATEMENT OF FINANCIAL POSITION

As at March 31

	2021 \$	2020 \$
ASSETS		
Current assets		
Cash	112,826	167,382
Short-term deposits [note 3]	250,000	250,000
Accounts receivable [note 4]	264,936	243,751
Prepaid expenses	5,622	26,404
Total current assets	633,384	687,537
Prepaid deposits	3,881	3,881
Capital assets [note 6]	16,881	39,891
	654,146	731,309
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accruals [note 7]	170,795	194,601
Deferred revenue - memberships	31,579	40,879
- other	270,274	315,573
Total liabilities	472,648	551,053
Net assets		
Invested in capital assets	16,881	39,891
Unrestricted	164,617	140,365
Total net assets	181,498	180,256
	654,146	731,309

Commitments [note 9]

COVID-19 [note 11]

See accompanying notes to the financial statements

On behalf of the Board:

"Ken Ingram"

Director

"Laura Midan"

Director

STATEMENT OF OPERATIONS

Year ended March 31

	2021 \$	2020 \$
REVENUES		
British Columbia Ministry of Environment	100,000	100,000
Conferences	—	92,586
Donations and interest	52,129	7,833
Gaming	30,000	26,000
Government assistance - wage subsidies <i>[note 11]</i>	9,710	—
Memberships	38,450	52,768
Project revenue	7,843	18,680
Service agreements - Industry	258,670	270,128
- Government	69,000	66,875
Sponsorship - Industry	500	91,200
- Government	42,761	41,057
	609,063	767,127
EXPENSES		
Advertising and promotion	1,084	1,505
Amortization of capital assets	27,430	25,611
Bank charges and credit card merchant fees	6,387	7,421
Board expenses	—	4,609
Computer - supplies, maintenance and support	20,517	29,925
Conference and workshops	—	74,178
Equipment leases and rentals	3,601	33,019
Insurance	2,817	2,798
Internet - web services	16,292	10,930
Office, supplies and other	1,348	3,208
Postage and courier	297	489
Printing and publishing	854	—
Professional fees	5,591	5,476
Rent and utilities	77,555	76,430
Salaries and benefits <i>[note 10]</i>	437,284	458,042
Telephone and facsimile	6,624	10,615
Travel	140	1,344
	607,821	745,600
Excess of revenues over expenses	1,242	21,527

OUR PARTNERS AND SUPPORTERS

THE OPERATIONS OF THE RECYCLING COUNCIL OF BRITISH COLUMBIA ARE FUNDED BY A DIVERSE GROUP OF SUPPORTERS INCLUDING GOVERNMENT, INDUSTRY, GRANTING ORGANIZATIONS AND MEMBERS. THANKS TO EACH AND EVERY ONE OF THESE INDIVIDUALS AND ORGANIZATIONS FOR THEIR SUPPORT IN THE 2019/2020 FISCAL YEAR.

PARTNERS

BC Ministry of Environment	Major Appliances Recycling Roundtable
BC Used Oil Management Association	New West Gypsum
Canadian Battery Association	Product Care Recycling
Call2Recycle	Province of British Columbia, Community Gaming Grant
City of Surrey	Recycle BC
Encorp Pacific (Canada)	Stewardship Agencies of BC
Health Products Stewardship Association	Tire Stewardship BC
Metro Vancouver	West Coast Reduction

IN-KIND DONATIONS

Urban Impact Recycling (recycling services)	Business In Vancouver (subscription)
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REGIONAL DISTRICT SUPPORTERS

RCBC Hotline/Recyclepedia		
Cariboo	Fraser Valley	Peace River
Central Kootenay	Metro Vancouver	Squamish Lillooet
Central Okanagan	Kootenay-Boundary	Sunshine Coast
Cowichan Valley	North Okanagan	Thompson Nicola
Fraser-Fort George	Okanagan-Similkameen	

ORGANIZATIONAL INFORMATION

THANK YOU TO THE 2020-2021 RCBC BOARD OF DIRECTORS AND STAFF

2020/2021 BOARD OF DIRECTORS

EXECUTIVE OFFICERS

CHAIR	KEN INGRAM	WEST COAST REDUCTION
PAST CHAIR	LYNN BAILEY	INDIVIDUAL
VICE CHAIR	KAREN MASSICOTTE	PACIFIC NATIONAL EXHIBITION
TREASURER	LAURA MIDAN	ARCHWAY COMMUNITY SERVICES
SECRETARY	MAIRI WELMAN	INDIVIDUAL

DIRECTORS AT LARGE

CAMERON BAUGHEN	REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
JAMIE BENTON	FRASER VALLEY REGIONAL DISTRICT
DAVID CRAWFORD	PACIFIC NATIONAL EXHIBITION
DAVID LAWES	BC USED OIL MANAGEMENT ASSOCIATION
KAREN MASON-BENNETT	NEAT
BERT MONESMITH	INDIVIDUAL
ED WALSH	RETURN-IT
SARAH WILLIE	COMOX VALLEY REGIONAL DISTRICT

POLICY COMMITTEE

CHAIR – SARAH WILLIE

Jamie Benton, Cameron Baughen, Mairi Welman, Karen Mason-Bennett.

FUNDING COMMITTEE

CHAIR – DAVID LAWES

David Crawford, Karen Massicotte, Ed Walsh.

COMMUNICATIONS COMMITTEE

CHAIR - MAIRI WELMAN

Lynn Bailey, Laura Midan, Karen Mason-Bennett.

NOMINATIONS COMMITTEE

CHAIR - LYNN BAILEY

Karen Mason-Bennett.

RCBC STAFF

AS OF August 31, 2021

LYNDSAY POAPS	EXECUTIVE DIRECTOR
ANNA ROCHELLE	DIRECTOR OF FINANCE
JESSIE CHRISTOPHERSEN	INFORMATION & MEMBER SERVICES COORDINATOR
ISAAC YUEN	ENVIRONMENTAL ADVISOR & SPECIAL PROJECTS COORDINATOR
JENNIFER HELMAN	ENVIRONMENTAL & TECHNICAL SERVICES ADVISOR
JUSTIN LEBLANC	ENVIRONMENTAL ADVISOR
EILEEN XU	ENVIRONMENTAL ADVISOR
SUKHMAN BAJWA	ENVIRONMENTAL ADVISOR