



AGENDA

Municipal Administration Office - 1925 Bruce County Road 10, Chesley

1. Call to Order
2. Adoption of Agenda
3. Disclosures of Pecuniary Interest and General Nature Thereof
4. Adoption of Minutes of Previous Meeting(s)
 - 4.1 Regular Council Meeting C5-2021 held on February 8, 2021 pages 4-13
5. Business Arising from the Minutes

None.
6. Public Meeting(s)

None
7. Delegation(s)
8. Correspondence
 - 8.1 Requiring Action
 - 8.1.1 – Township of Georgian Bay - Insurance Rates Resolution page 14
 - 8.1.2 - Township of Conmee - criminal records and municipal election candidates page 15
 - 8.1.3 – Guelph/Eramosa Township - Advocacy for Reform – MFIPPA Legislation pages 16-18
 - 8.1.4 – Save the Ontario Fire College pages 19-20
 - 8.2 For Information
 - 8.2.1 – FAQ Conservation Authorities Act Updated pages 21-23
 - 8.2.2 – Message from General Hillier pages 24-31
 - 8.2.3 - MPP Walker announces new child care spaces at Spruce Ridge Community School pages 32-33
 - 8.2.4 – Dr. Ian Arra - COVID-19 Variant Changes Case and Contact Management page 34
 - 8.2.5 – Dr. Ian Arra - COVID-19 Provincial Re-Opening – Grey-Bruce Moving to Yellow page 35
 - 8.2.6 - MPP Walker announces Bruce-Grey-Owen Sound will return to the COVID-19 Response Framework on Tuesday pages 36-39
 - 8.2.7 – Dr. Ian Arra - Situation Report #336: COVID-19 February 16, 2021 pages 40-47

- 8.2.8 - February news from the Ontario Heritage Trust pages 48-52
- 8.2.9 - A Message from Minister Steve Clark page 53
- 8.2.10 – Dr. Ian Arra - Media Release COVID-19 Variant Identified in Grey Bruce Feb 17, 2021 page 54
- 8.2.11 - An Open Letter to Ontario Municipal Councils from AMCTO President Robert Tremblay pages 55-56
- 8.2.12 - News Release: MPP Walker announces \$18,999 in funding for seniors programs pages 57-59

9. Staff Reports

9.1 CAO/Clerks Department

- 9.1.1 - SRCLK.21.03 - Municipal and School Board Election 2022 – Alternative Voting Methods pages 60-66

9.2 Treasurer

- 9.2.2 – SRFIN.21.06 - BDO Audit Planning Report pages 67-96

9.3 Works Manager

- 9.3.1 - SRW.21.06 - Award Request for Proposal for 2021 Quad or Double Cab Half Ton 4x4 Truck pages 97-98
- 9.3.2 – SRW.21.07 - Municipal Innovation Council – Waste Management Review pages 99-260

9.4 Building Department

9.5 Recreation Department

- 9.5.1 - SRREC 21.05 - Chesley Lawn Bowling Club Lease Renewal pages 261-267
- 9.5.2 - SRREC 21.06 - Municipal Modernization Fund – Intake 2 pages 268-269

9.6 Fire Departments

9.7 Community Development Co-ordinator

- 9.7.1 - SRECDEV.21.01 – Tara Pool Building Mural Project pages 270-271

9.8 Planning Department

10. Reports of Members

11. Health and Safety

12. Other Business

13. Notice of Motion

14. By-laws

14.1 – By-law 14-2021 – Amend By-law 11-2021 - 2021 Fees and Charges
pages 272-306

15. Closed Session (if Required)

- i. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Paisley Inn, Informal Group Homes)
- ii. Acquisition or disposition of land (Young's Bridges)
- iii. Personal matters about an identifiable individual, including employees
- iv. Educational and Training session (Council Training)

16. Reconvene into Open Session

17. Adoption of Closed Session Minutes

18. Adoption of Recommendations Arising from Closed Session

19. Confirming By-law 15-2021 page 307

20. Adjournment

List of Upcoming Council meetings

TIME OF MEETING	DATE
9:00 AM	Monday March 8, 2021
9:00 AM	Monday March 22, 2021



Municipality of Arran-Elderslie
Council Meeting - C#05-2021
February 8, 2021 at 9:00 a.m.
Council Chambers

Minutes

Members Present in Council Chambers:

Mayor Steve Hammell

Members Present Electronically:

Deputy Mayor Mark Davis

Councillor Doug Bell

Councillor Brian Dudgeon

Councillor Ryan Greig

Councillor Melissa Kanmacher

Members Absent

Councillor Ryan Nickason

Staff Present in Council Chambers:

B. Jones, CAO

C. Fraser-McDonald, Clerk (recording secretary)

Staff Present Electronically:

C. Steinhoff, Recreation Manager

S. McLeod, Works Manager

T. Neifer, Treasurer

J. Reid, Deputy Clerk

1. Call to Order

Mayor Hammell called the meeting to order at 9:00 a.m. A quorum was present.

2. Adoption of Agenda

Council passed the following resolution:

Moved by: Councillor Greig

Seconded by: Deputy Mayor Davis

Be It Resolved that the agenda for the Council Meeting of February 8, 2021 be received and adopted, as distributed by the Clerk.

Carried Resolution #05-55-2021

3. Disclosures of Pecuniary Interest and General Nature Thereof

None declared at this time.

4. Adoption of Minutes of Previous Meeting(s)

4.1 Regular Council Meeting C3-2021 held on January 25, 2021

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session C3-2021 held January 25, 2021, as amended.

Carried Resolution #05-56-2021

4.2 Special Council Meeting C4-2021 held on February 1, 2021

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Special Council Session C4-2021 held February 1, 2021.

Carried Resolution #05-57-2021

5. Business Arising from the Minutes

None.

6. Public Meeting(s)

None.

7. Delegation(s)

7.1 Big Brothers Big Sisters of Grey Bruce

Mandy Lamb and Andy McKee made a presentation to Council.

They noted that their services have now expanded to cover Grey and Bruce Counties.

Their programs are set up that one-to-one meetings occur once a week. There is also in-school mentoring as well as the “Big Bunch” which is a chance for all participants to get together.

All programs are designed to build a relationship between the “Big” and “Little” as well as empowering the “littles” to grow physically and intellectually.

At this time, they have 113 littles, 90 bigs and 50 matches.

Mentoring is important as the children are less likely to skip school, be more confident at school and do well academically.

Council thanked Mandy Lamb and Andy McKee for their presentation.

8. Correspondence

8.1 Requiring Action

8.1.1 – Flo Cenitagoya and Amber McGregor – Water Service

Scott McLeod noted that the waterline has to be a 6” minimum and he does not support the proposal.

Mark O’Leary noted that placing a water line in a 4” conduit would make it hard to find a leak. He does not want to be responsible for digging under the County road. It would set a precedent if this is allowed.

CAO Bill Jones noted that staff is committed to a 6” line.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie remains committed to the installation of a minimum of a 6” diameter watermain extensions in Arran-Elderslie.

Carried Resolution #05-58-2021

8.1.2 – Maxwell Johnston – No Parking Signs

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be it Resolved that the Council of the Municipality of Arran-Elderslie directs the request for no parking signage at the Paisley arena to staff for review and consideration.

Carried Resolution #05-59-2021

8.2 For Information

- 8.2.1 – MPP Walker announces \$5,944,642 in infrastructure funding for local municipalities
- 8.2.2 – EPCOR - Natural Gas Service Update
- 8.2.3 – Dr. Ian Arra - Update - Shipment of COVID-19 Vaccine Proceeding
- 8.2.4 - Media Release: Emergency Order – Continues
- 8.2.5 - Grey Bruce Public Health COVID-19 Resources and Information, January 27, 2021
- 8.2.6 – Ministry of Municipal Affairs and Housing - second intake under the Municipal Modernization Program
- 8.2.7 – MPP Bill Walker MPP Walker announces \$1,812,600 in increased funding for local Long-Term Care Homes
- 8.2.8 – MPP Bill Walker - Latest News from the Ministry of Agriculture, Food & Rural Affairs
- 8.2.9 – MPP Bill Walker - lower electricity rates will continue
- 8.2.10 - Grey Bruce Public Health - COVID-19 Associated with School
- 8.2.11 - MPP Bill Walker - support for Agricultural and Horticultural Societies
- 8.2.12 – Dr. Ian Arra - Rapid COVID-19 Test Kits Deployed by Grey Bruce Health Unit
- 8.2.13 - Ombudsman's January newsletter
- 8.2.14 – Dr. Ian Arra - Grey Bruce Health Unit confirms first death related to COVID-19
- 8.2.15 – EPCOR – Bringing Natural Gas to Your Community
- 8.2.16 – Dr. Ian Arra – Situation Report February 3, 2021

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie receives, notes, and files correspondence on the Council Agenda for information purposes.

Carried Resolution #05-60-2021

9. Staff Reports

9.1 CAO/Clerks Department

9.1.1 - SRCLK.21.02 - Review of the Electoral Format

Clerk, Christine Fraser-McDonald, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved

- 1) That Council receives Report SRCLK.21.02 for information purposes; and
- 2) That Council directed staff to:
 - a) Seek public input by way of consultation (public meeting, surveys, etc.) for the 2026 election; and
 - b) Remain status quo with current Ward electoral system for the 2022 election.

Carried Resolution #05-61-2021

9.2 Treasurer

None.

9.3 Works Manager

9.3.1 - SRW.21.02 - Award Request for Proposal for 2021 One Ton Truck Chassis

Scott McLeod, Works Manager, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

WHEREAS the award of contract for the supply and delivery on one (1) 2021 One Ton Truck Chassis as outlined in the specifications has been recommended by the Works Manager in Report SRW.21.02.

Therefore, Be It Resolved, that Council hereby:

- 1) Receive the Report SRW.21.02 dated February 8, 2021 from the Manager of Public Works regarding the Award Request for Proposal One Ton Truck Chassis Truck; and
- 2) Award the quotation for the supply and delivery of one (1) 2021 One Ton Truck Chassis Truck to the lowest proponent meeting specification to Hallman Motors (Morrows Sales and Service) in the amount of \$39,576.00 (excluding applicable taxes), being financed from Account Number 02-3409-7052 – Materials-Vehicles & Equipment.

Carried Resolution #05-62-2021

9.3.2 - SRW.21.03 - Burgoyne Drinking Water System 2020 Ministry of Environment
Inspection Report

Mark O’Leary, Water Foreman, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Provide Council with the information reported from the Burgoyne Drinking Water System Inspection conducted February 10th, 2020.

Carried Resolution #05-63-2021

9.3.3 – SRW.21.04 - Employing an additional member for the Works Department
Water & Wastewater Division

Mark O’Leary, Water Foreman, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be it Resolved that Report SRW. 21.04 is received by Council and that Council review and support the recommendations set out in the report.

Carried Resolution #05-64-2021

9.4 Building Department

None.

9.5 Recreation Department

Recreation Manager Carly Steinhoff noted that they are waiting for the Provincial announcement.

9.6 Fire Departments

None

9.7 Community Development Co-Ordinator

None

9.8 Planning Department

None.

10. Reports of Members of Council

Davis:

Deputy Mayor Davis had nothing to report.

Bell:

Councillor Bell asked if the snow was still being cleared at the Cenotaph in Chesley. He has a Saugeen Mobility meeting on February 8, 2021.

Dudgeon:

Councillor Dudgeon had nothing to report.

Greig:

Councillor Greig had a Grey Sauble Conservation Authority meeting in January, and they elected a new chair. He also attended a zoom meeting regarding the Recreation Master Plan.

Kanmacher:

Councillor Kanmacher attended the regional speed meeting on January 27th. The Milne/Crawford reboot is on this Saturday. There will be a dog park meeting and the "Elect Her" group is offering an online event on March 16th.

Hammell:

Mayor Hammell attended a meeting with Dr. Arra regarding the vaccine update. Dr. Arra is happy with the low number of cases in the County. On February 5th, there was an update to the Mayors and CAO's that there is work being done at the Chesley Hospital. He will be participating in the Milne/Crawford reboot this Saturday.

11. Health and Safety

None.

12. Other Business

None.

13. Notice of Motion

None.

14. By-law(s)

14.1 – By-law 11-2021 – 2021 Fees and Charges

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that By-law No. 11-2021 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 11-2021 being a By-law to establish the 2021 Fees and Charges.

Carried Resolution #05-65-2021

14.2 – By-law 12-2021 – Adopt Estimates of Revenue and Expenses (Budget) for 2021

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that By-law No. 12-2021 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 12-2021 being a By-law to adopt the building department budget (estimates of revenues and expenditures) for tax purposes for the year 2021.

Carried Resolution #05-66-2021

15. Closed Session (if Required)

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that Council of the Municipality of Arran-Elderslie does now go into closed session to discuss an item(s) which relates to:

- i. Personal matters about an identifiable individual, including municipal or local board employees.
- ii. Advice that is subject to solicitor-client privilege
- iii. Proposed or pending acquisition or disposal of land

Staff authorized to Remain:

CAO Bill Jones, Clerk Christine Fraser-McDonald

Carried Resolution #05-67-2021

16. Reconvene into Open Session

Mayor Hammell confirmed that Council discussed only those matters identified in the above motion.

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that Council of the Municipality of Arran-Elderslie does now return to the Open Session at 1:16 p.m.

Carried Resolution #05-68-2021

17. Adoption of Closed Session Minutes

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that Council of the Municipality of Arran-Elderslie adopt the minutes of the Closed Sessions from January 25, 2021 and February 1, 2021.

Carried Resolution #03-69-2021

18. Adoption of Recommendations Arising from Closed Session

Direction was given to staff in Closed Session.

19. Confirming By-law

By-law 13-2021 – Confirming By-law

Council passed the following resolution:

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that By-law No. 13-2021 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 13-2021 being a By-law to confirm the proceedings of the Council meeting of the Municipality of Arran-Elderslie held February 8, 2021.

Carried Resolution #05-70-2021

20. Adjournment

Moved by: Councillor Greig
Seconded by: Deputy Mayor Davis

Be It Resolved that the meeting be adjourned to the call of the Mayor at 1:20 p.m.

Carried Resolution #05-71-2021

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

THE TOWNSHIP OF GEORGIAN BAY
Council

DATE: 9 February 2021

	YEA	NAY	
Councillor Bochek	_____	_____	MOVED BY: <u>Hazelton</u>
Councillor Cooper	_____	_____	
Councillor Douglas	_____	_____	
Councillor Hazelton	_____	_____	SECONDED BY: <u>Jarvis</u>
Councillor Jarvis	_____	_____	
Councillor Wiancko	_____	_____	
Mayor Koetsier	_____	_____	

DEFERRED _____ **CARRIED** X **DEFEATED** _____ **REFERRED** _____

BE IT RESOLVED THAT Council send a letter of support to the Municipality of Charleton and Dack to immediately review the recommendations to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID-19 delays, as insurance premiums will soon be out of reach for many communities;

AND THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario and all other Ontario municipalities.

Peter Koetsier

Mayor



19 Holland Rd W. RR.#1
Kakabeka Falls, ON P0T 1W0

www.conmee.com

The following resolution was passed by the Council of the Township of Conmee at its regular meeting on January 26th 2021:

Resolution No. 2021-022

Moved by: Councillor Arnold

Seconded by: Councillor MacMaster

WHEREAS duly elected Officials of a Municipality, or a Township are expected to be above reproach and to conduct themselves with integrity, truth, justice, honesty, transparency and courtesy.

AND WHEREAS there are people of dubious character who have a Criminal Record, having been convicted of a Federal Offence of any of the Federal Statutes of Canada, but not limited to the Criminal Code or Narcotic Control Act, who are currently on Council of a Municipality or have let their name stand for election for Mayor, Reeve or Councillor as a municipal candidate.

NOT WITHSTANDING the provisions of the Ontario Human Rights Code

THEREFORE BE IT RESOLVED that the Township of Conmee lobby the Provincial Government to amend The Municipal Act and Municipal Elections Act, as may be, so that people with a criminal record who have not had their record cleared from the RCMP Data Base by order of the Governor General of Canada, be prohibited from becoming a candidate in municipal elections.

AND THAT an elected local government official be disqualified from office upon conviction of a serious criminal offense and must resign

AND THAT Council of the Township of Conmee direct the Clerk to send a copy of this resolution to the Ontario Premier Doug Ford, Attorney General Doug Downey, Solicitor-General Sylvia Jones, Minister of Municipal Affairs Steve Clark, Association of Municipalities of Ontario, Rural Ontario Municipal Association, Northern Ontario Municipal Association, Thunder Bay District Municipal League, MPP Judith Monteith-Farrell, and all Ontario municipalities

CARRIED



February 8, 2021

Ministry of Municipal Affairs and Housing

17th Floor, 777 Bay Street
Toronto, ON
M7A 2J3

Attention: The Hon. Steve Clark

Re: Advocacy for Reform – MFIPPA Legislation

At the Township of Guelph/Eramosa's Regular Meeting of Council held on Monday February 1, 2021, the following resolution was put forward and passed:

Be it resolved that the Council of the Township of Guelph/Eramosa has received Clerk's Department Report 21/03 regarding Advocacy for Reform – MFIPPA Legislation; and

That that the following motions be passed in support of a request to review and reform of the Municipal Freedom of Information and Protection of Privacy Act:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Township of Guelph/Eramosa, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in

requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;

6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

Please accept this for your information and any necessary action.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jenni Spies', with a stylized, cursive script.

Jenni Spies
Deputy Clerk

Cc. Ted Arnott, MPP Wellington-Halton Hills
Michael Chong, MP Wellington-Halton Hills
Minister of Consumer Services
Information and Privacy Commissioner of Ontario
Association of Municipalities of Ontario
Association of Clerks and Treasurers of Ontario
Ontario Clerks

Dear Municipal Leaders:

We are writing to you regarding the Provinces' announcement on January 13th, 2021, of the impending closure of the Gravenhurst campus of the Ontario Fire College.

It is our understanding that two of the three associations who were quoted in the Governments press release as being in support of the closure were not consulted before the announcement other than to be asked if they were in support of the "modernization and regionalization" of training for the fire service in Ontario. The Government did NOT inform these associations that this meant closing down the Gravenhurst campus of the Fire College!

The Provincial Government has publicly stated that this modernization and regionalization will be more cost-effective and accessible to municipalities. This is simply not true. The Government has not shared a plan to show how their proposed modernization and regionalization of the fire service training will be more cost-effective and accessible to all municipalities in Ontario.

The Province's regionalization model currently has Memorandums of Understanding (MOU's) with a mixed bag of twenty "Regional Training Centers" (RTC's) located in various areas around the Province. The municipalities' cost to send one firefighter to an RTC range between \$300 - \$1200 for the course alone. This cost does not include accommodations or meals.

The Gravenhurst campus of the Ontario Fire College has modern facilities with modern equipment where subject matter experts provide training in all fire service disciplines. Students intermingle with each other on campus, and most have made lifelong friends while staying at the College. This social interaction will not exist at any RTC. The cost is \$65.00 for a municipality to send one firefighter to the College. That cost includes accommodations and three meals a day. This cost has not changed in well over a decade.

The fact of the matter is that each municipality's cost to train their fire service personnel to a recognized standard, which could soon become mandatory if the Government revives O. Reg 379/18, could dramatically increase by closing the Gravenhurst campus.

The Fire Protection and Prevention Act 1997, as amended, requires the Fire Marshal to "develop training programs and evaluation systems for persons involved in the provision of fire protection services." It also stipulates the fire marshal must "provide programs to improve practices relating to fire protection services" and "maintain and operate a central fire college."

As municipal leaders, would you prefer an affordable, cost effective training model that keeps students in one location with up to date, technically accurate training facilities led by subject matter expert? Or a more expensive training model in facilities that cannot match what the Gravenhurst campus can offer?

If you prefer the former, please stand with us against this ill advised closure. Let's keep your firefighters and your community safe by keeping the ONLY provincial fire training facility in Ontario open!

From: [Save OFC](#)
To: [Township of Addington Highlands](#); [Township of Adelaide Metcalfe](#); [Township of Adjala-Tosorontio](#); [Township of Admaston/Bromley](#); [Town of Ajax](#); [Township of Alberton](#); [Township of Alfred and Plantagenet](#); [Township of Alnwick/Haldimand](#); [Township of East Garafraxa](#); [Town of Amherstburg](#); [Township of The Archipelago](#); [Township of Armour](#); [Township of Armstrong](#); [Town of Arnprior](#); [Municipality of Arran-Elderslie](#); [Township of Ashfield-Colborne-Wawanosh](#); [Township of Asphodel-Norwood](#); [Township of Assiginack](#); [Township of Athens](#); [Town of Atikokan](#)
Subject: Save the Ontario Fire College
Date: February 9, 2021 1:08:06 PM

My apologies, attached in the previous email did not include contact information.
Thank you for your consideration.

Regards,

Chris McConnell
President, OPSEU Local 317
savetheofc@gmail.com

Implications of Proclamation of Various Provisions: Frequently Asked Questions

Implications of Proclamation of Various Provisions: Frequently Asked Questions

1. Do participating municipalities have to appoint new members to conservation authorities now in order to meet the 70% requirement?

Immediate action is not required on the part of conservation authorities or by municipalities related to the provision requiring 70% of municipally appointed members be elected officials.

Current members should complete the remaining duration of their appointments. As new members are appointed, participating municipalities should be appointing members in a way that complies with this new requirement.

A participating municipality may also apply to the Minister of the Environment, Conservation and Parks requesting an exception to this 70% requirement. The request should include the rationale for the request, and what proportion of members the municipality is proposing to be elected officials. Requests should be sent to minister.mecp@ontario.ca.

2. Does a conservation authority need to immediately initiate the term limits of chair/vice-chairs and rotate amongst participating municipalities?

Immediate action is not necessarily required. Implementation of this provision could begin at the first meeting held this year (following the proclamation date of February 2, 2021), or at such other meeting as may be specified by the authority's by-laws.

A participating municipality or conservation authority may also apply to the Minister of the Environment, Conservation and Parks requesting an exception to the term limit or rotation. The request should include the alternative approach being proposed, and the rationale for the request. Requests should be sent to minister.mecp@ontario.ca.

3. When should conservation authorities transition to the use of generally accepted accounting principles?

If not already the practice, conservation authorities will transition to the use of generally accepted accounting principles for local government and ensure that key conservation authority documents are made available to the public (i.e., minutes of authority or executive committee meetings, auditor reports) following proclamation of these provisions on February 2, 2021.

Implications of Proclamation of Various Provisions: Frequently Asked Questions

4. When do copies of municipal member agreements need to be sent to the Minister and made public?

Please submit any existing agreements (on the number of total conservation authority members and number of members per participating municipality in a conservation authority) to the Minister within 60 days of February 2, 2021 (i.e., by April 3, 2021).

If no such agreement is in place as of February 2, 2021, but such an agreement is entered into at a future date, please provide it to the Minister within 60 days of executing the agreement. These agreements should also be made available to the public through the conservation authority's website or other appropriate means within these same timelines.

5. Which provisions of the *Conservation Authorities Act (CAA)* are you proclaiming in this first phase?

Provisions in the CAA that come into effect February 2, 2021, as part of this first phase include:

Housekeeping Amendments

- Clarifying "Minister" means the Minister of the of the Environment, Conservation and Parks (rather than the Minister of the Natural Resources and Forestry) (Bill 108, 2019).
- Administrative change by striking out "of the Environment" from "Minister of the Environment" (in the section on CA dissolutions – clause 13.1(6)(c)) (Bill 108, 2019).
- Remove a legislative date (now stale) for a past transition period for conservation authorities (CAs) to up-date administrative by-laws (Bill 229, 2020).

Government Requirements

- Non-derogation provision to recognize existing Aboriginal or treaty rights (Bill 229, 2020).
- Enable the Minister to delegate his or her powers to an employee of the Ministry of the Environment, Conservation and Parks (Bill 229, 2020).

Governance

- Changes to the CA municipal membership provisions including requiring 70 per cent of municipally appointed members to be elected officials with provision for the Minister to permit less than 70 per cent on application by a participating municipality (Bill 229, 2020).
- Requiring copies of municipal member agreements on number of total CA members agreed upon and numbers per participating municipality in a CA agreed upon, to be made public and provided to the Minister (Bill 229, 2020).
- Removal of the regulation making authority regarding the composition of the CA (Bill 229, 2020).

Implications of Proclamation of Various Provisions: Frequently Asked Questions

- Minister's power to appoint a member from the agricultural sector with limitations added to the member's voting rights (Bill 229, 2020).
- Limiting the term of the chair/vice-chair and rotating of the chair/vice-chair among a CA's participating municipalities with provision for the Minister to permit an exception to these requirements upon application of the CA or participating municipality. If an exception is granted, this would allow a chair/vice-chair to hold office for more than one year or two terms, or a member to succeed an outgoing chair, vice-chair, appointed from the same participating municipality (Bill 229, 2020).
- Minor amendments to the 'powers of authorities': integrating the CA power to "cause research to be done" with the CA power to "study and investigate the watershed" in order to support the programs and services the CA delivers; to require consent of the occupant or owner of the land before a CA staff can enter the land for the purpose of a CA project (such as land surveying); and to remove the power of a CA to expropriate land (Bill 229, 2020).
- Require CAs to follow generally accepted accounting principles for local governments, make key documents (annual audit, meeting agendas and minutes and member agreements) available to the public (Bill 229, 2020).

Minister's Power

- Enable the Minister to issue a binding directive to a CA following an investigation (Bill 229, 2020).
- Enable the province, upon recommendation by the Minister, to appoint a temporary administrator to assume control of a CA's operations following an investigation or the issuance of a binding directive, if the directive is not followed. Immunity is provided for the administrator (Bill 229, 2020).

COVID-19 Vaccine Distribution Task Force

General (Ret'd) Rick Hillier
Chair

25 Grosvenor Street
11th Floor
Toronto ON M7A 1Y6

COVID-19VaccineTaskForce@ontario.ca

Groupe d'étude sur la distribution des vaccins contre la COVID-19

Général (à la retraite) Rick Hillier
Président

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COVID-19VaccineTaskForce@ontario.ca



February 5, 2021

We have entered the month of February in a different set of circumstances than we anticipated being in only a few weeks ago. As you know, ongoing vaccine shipment delays and reduced shipments have forced us to pivot from the plan we had made for larger shipments of vaccines. However, a pivot does not mean that we have changed our goals. Quite the opposite – it has given us the opportunity to prove that we can re-focus our efforts when needed, while continuing to work on logistics and plans to be ready when the vaccines do arrive.

To support this, we have been holding Knowledge Sharing Sessions (KSS) with public health units. These sessions are meant to provide an opportunity for public health units to showcase their integrated delivery plans and strengthen mutual understanding by sharing best practices and findings and by identifying and discussing where provincial supports and resources may be needed.

Due to the delay in vaccine shipments, we updated our goal of completing the administration of first doses of COVID-19 vaccines to residents in each long-term care, high-risk retirement and First Nations elder care homes from February 5 to February 10. However, at the time of this memo, we have been able to offer first doses to residents in over 80% of the homes. The moment the vaccines are delivered this week, teams in public health units will move immediately to get them into the remaining homes.

We are also excited to report that vaccination teams will be distributing vaccines in 31 First Nations fly-in communities in the north as part of Operation Remote Immunity. In fact, 1,551 total doses were administered during the soft launch of this operation, between January 8 and January 29, 2021. When Operation Remote Immunity was officially launched this week, 1,363 doses were administered between February 1 and 3, 2021. This first step begins our journey towards protection for remote First Nations communities.

The continued collaboration between municipal, community, and health system partners and the determination to achieve our common goals has steered us through these past few weeks and remains the key to our success.

Sincerely,

General (Ret'd) Rick Hillier
Chair of the COVID-19 Vaccine Distribution Task Force

COVID-19 Vaccine Distribution Task Force Update #7

Vaccine Update

- Over **355,000** doses administered across the province
- Second dose, full immunization began January 5, 2021, with over **80,977** Ontarians fully immunized after receiving both doses (as of 8 p.m. February 3, 2021)
- Operation Remote Immunity officially started on February 1, 2021 in six fly-in First Nation communities in northern Ontario. As of February 3, 2021, a total of 2,914 doses have been administered through Operation Remote Immunity which includes communities that were part of the soft launch in January.

Long-Term Care Homes Update:

- Residents, staff, essential caregivers (including family caregivers) and other employees in congregate living settings for seniors were identified as an initial priority due to age, clinical risk/vulnerability and risk associated with living in a congregate setting.
- Specific public health unit areas were identified and prioritized based on highest risk categorization including rates of disease transmission in the community.
- Over 80% of residents have received the 1st dose of the vaccine in more than 80% of all LTC homes.
- 20 of 34 PHUs are showing 100% of LTC complete.
- All LTC home residents will receive a first dose vaccine offer by February 10.

Update on Data, IT & Reporting Progress and Issues

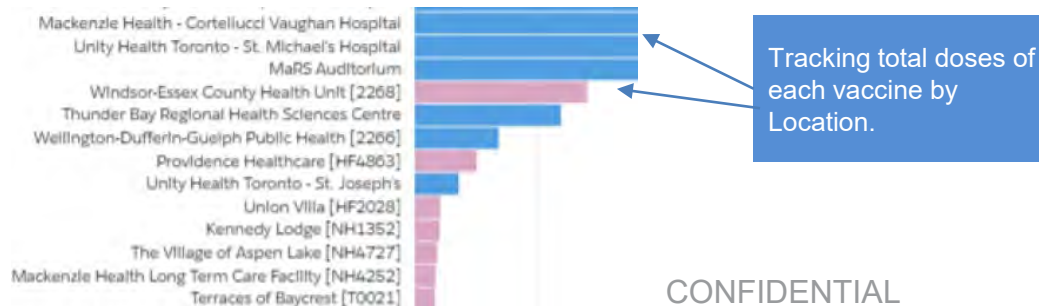
Tracking Vaccination Progress



Regular reporting tracks progress

A regular dashboard tracks progress on key indicators such as number of shots and demographics.

Tracking 1st and 2nd doses of each vaccine type.



CONFIDENTIAL

Pfizer and Moderna Update

- On January 19th, the province was notified by the federal government of further reductions in Pfizer-BioNTech allocations, resulting in:
 - no allocations in the week of January 25th
 - 26,325 doses in the week of February 1st (reduction of approx. 82%)
 - 27,300 doses in the week of February 8 (reduction of approx. 81%)
 - 130,650 doses in the week of February 15 (reduction of approx. 8%)
 - 155,025 doses in the week of February 22 (increase of approx. 9%)
- No allocations have been provided beyond the week of February 22nd.
- On January 29th the province was advised by the Federal Government that the allocation of Moderna for the week of February 1st will be decreased by 18,200 doses (approx. 22% decrease).
 - Ontario is expecting to receive 63,400 doses of Moderna by February 7th.
- Despite these challenges in supply, the province and vaccination sites have worked together to accelerate the vaccination of long-term care, high-risk retirement and First Nations elder care home residents and continue to administer second doses based on availability of supply provided by the federal government. As a result of recent delays in shipments, the province has updated its goal of visiting these settings to administer first doses by February 10th.
- The province is expecting approximately 310,000 doses to be delivered in the remaining weeks of February. Once sufficient doses are available, vaccinations will resume to provide first doses for staff and essential caregivers in the settings for the most vulnerable populations.

Operation Remote Immunity Update

(31 northern fly-in communities and Moosonee)

- Operation Remote Immunity is a collaborative effort between Ornge, the Ministries of Health, Indigenous Affairs (IAO), Solicitor General and Natural Resources and Forestry, federal government partners as well as with the Nishnawbe Aski Nation (NAN).
- Ornge is leading the administration of the vaccine to 31 fly-in First Nation communities and Moosonee in Ontario. As part of the rollout, the vaccine will be available to community members 18 years of age or older.
- Recognizing the critical importance of engaging Indigenous leadership in how vaccines are offered to their communities, the plan was co-developed in partnership with NAN.
- Vaccination teams under the direction of Ornge will be represented by a number of organizations, including the Weeneebayko Area Health Authority (WAHA), the Sioux Lookout First Nations Health Authority (SLFNHA), the First Nations Inuit Health Branch, the Northern Ontario School of Medicine, Queen's University, the University of Toronto, northern Paramedic Services, and the Porcupine Health Unit, among others. Team members have received the full COVID-19 vaccine and have undergone cultural training prior to this operation.
- Weenusk (Peawanuck) First Nation was the first to host a vaccination team and clinic on January 26. During the week of February 1, 2021, teams administered the vaccine to six additional communities, Neskantaga, Slate Falls, Muskrat Dam, Fort Severn, Kashechewan and Webequie. A total of 1,363 doses were administered from February 1 to 3, 2021.
- As part of a soft launch in January, Ornge delivered vaccines to SLFNHA, WAHA and Weenusk First Nation where 1,551 doses have been administered with a focus on hospital and long-term care/chronic care staff and residents.
- Operation Remote Immunity aims to complete its work by April 30, 2021.

Public & stakeholder communications

- Premier-led announcements to address emerging issues affecting Ontario's vaccine program directly or indirectly including vaccine supply from manufacturers and COVID-19 variants of concern.
- Technical briefings, memos to stakeholders, daily fact sheets, and meeting with hospital and public health units to articulate direction confirm the commitment to be transparent.

Targeted public/sector education efforts

Long-Term Care:

- Social media marketing push with video (in approval) for LTC workers to combat misinformation and clarify that the vaccine is safe and effective. Selected professions will be targeted on Facebook and Instagram.
- Townhall by the General and LTC sector, Minister's letter to sector– translated into several languages
- CMOH/DM letter with information deck and fact sheet.
- Fact sheet distributed to the sector, translated into several languages, Sector FAQs are in approvals.
- Outreach strategy to faith/community leaders to identify vaccine champions among LTC workers, including a toolkit for the champions.

Indigenous Affairs:

- Hosted the third weekly Indigenous Vaccine Communications working group meeting and introduced the new online resource hub.
- Indigenous Services Canada communications reps have now joined Ontario's meeting, consolidating several meetings to one.
- Continued sharing partner social posts highlighting vaccination rollout underway in fly-in communities.
- Collaborating with Ornge and MOH on the launch of Operation Remote Immunity, which aims to complete its work by April 30, 2021.

Anti-Racism Directorate

- At-risk subgroup met this Monday where early thinking on the communications approach to support at-risk communities was presented.
- Exploring opportunity to create a digital resource (i.e. a web page) where resources can be collected, curated and accessed by community groups and leaders.

Marketing

- "Text Message" creative in market since mid-January alongside the existing "Stop the Spread" Campaign.
- Starting Feb. 1: new campaign began rolling out focusing on the action and potential outcome of disregarding public health advice. It asks Ontarians to continue following public health advice and measures until it is their time to get the vaccine.
- New "stay at home" creative will blanket social, digital, out-of-home, radio and print across the province.
- The campaign also has a large multicultural media buy and will be available in Indigenous languages as well.
- Goal is to transition to a more vaccine-focused marketing message in mid-to-late March.

Next Steps

- Ministry of Health continues working with vaccination sites to **accelerate the vaccination of long-term care, high-risk retirement, and First Nations elder care residents** across Ontario.
- We are **working with partners** to plan next steps for when additional vaccine supply is restored to the province:
 - Remaining staff and essential caregivers in long-term care, high-risk retirement and First Nations elder care homes
 - Retirement homes and other congregate care for seniors (e.g., number of residents, staff, etc.)
 - Health care workers
 - First Nation, Inuit, and Métis populations
 - Adults in chronic home care
- Ontario **continues to be ready** to administer doses – and expand the number of locations administering – as soon as we receive them from the federal government. The province has capacity to vaccinate nearly 40,000 people per day and is building capacity to triple or quadruple that capacity pending federal government supply, including municipally-run vaccination clinics.

From: [Walker, Bill](#)
To: [Fell, Chris](#)
Subject: News Release: MPP Walker announces new child care spaces at Spruce Ridge Community School
Date: February 11, 2021 3:57:16 PM
Attachments: [image001.png](#)
[Spruce Ridge announcement Feb. 11, 2021.jpg](#)



For Immediate Release
February 11, 2021

MPP Walker announces new child care spaces at Spruce Ridge Community School

WEST GREY – As part of Ontario's ongoing efforts to build and improve local schools, the province has given Bluewater District School Board approval to proceed to tender a child care centre addition to Spruce Ridge Community School.

The \$1.5 million investment will add a new, quality learning environment for children at Spruce Ridge Community School. This project is part of the province's capital investment program to build more child care spaces for Ontario's families.

"The funding for this child care addition to Spruce Ridge Community School is great news for our community," said MPP Bill Walker, MPP for Bruce-Grey-Owen Sound. "This investment will provide choice and flexibility for families and new opportunities for the children of Durham."

Ontario's investment in new and updated schools will create the foundation for a modern learning environment for hundreds of students across the province.

"From modernizing our curriculum to revitalizing our classrooms and their facilities, we are investing in our students and giving them every tool to achieve their full potential," said Education Minister Stephen Lecce. "Progress towards the construction of the child care centre addition Spruce Ridge Community School further demonstrates our government's commitment to making child care accessible and affordable for working families."

Highlights of the child care addition include:

- 39 new licensed child care spaces.
- 2 new child care rooms.

"We are thrilled to receive this exciting news that the Ministry of Education has given approval to move forward with a tender for a new child care addition at Spruce Ridge Community School," said Bluewater District School Board Chair Jane Thomson. "The ministry's commitment to expand upon the existing program

delivered by Durham Kids & Us, by increasing the number of child care spaces in a state-of-the-art new addition, will provide more and better opportunities for our young children and future students. We are extremely thankful to the ministry for supporting and recognizing the child care needs of our local families, and look forward to collaborating further with our child care partners as this project proceeds.”

Spruce Ridge Community School is located at 239 Kincardine Street South in Durham.

Quick Facts:

- The Ontario Government is working with school board partners to invest in capital projects that advance safe and accessible learning opportunities for students.
- To create new opportunities for Ontario’s families, the government is investing up to \$1 billion to create up to 30,000 new child care spaces in schools over five years.
- The Ontario Government announced in Budget 2020 that over the next ten years, Ontario is investing \$13 billion in capital grants, including allocating \$550M in 2020-21 for new schools, additions and major renovations.
- This massive investment will build new schools and help existing schools after a decade of closures and maintenance backlog.
- Ontario is also providing school boards with a historic \$1.4 billion in funding to renew and maintain existing schools.
- This funding could be used to replace aging heating or air conditioning systems, repair roofs and windows, and install important accessibility features like elevators and ramps.



Media Release

February 11, 2021

COVID-19 Variant Changes Case and Contact Management

The higher transmission rate seen with the new strains of COVID-19 in Ontario has prompted province-wide changes to case and contact management.

Current reporting indicates that the incubation period for these variant strains can be shorter, resulting in rapid transmission; therefore, early containment is essential.

Changes include a revised definition of high-risk contacts to reflect the increased risk of transmission. Additionally, high-risk contacts and their household will be asked to follow more rigorous self-isolation and testing protocols.

These changes will affect case and contact management in many different settings, such as workplaces and schools and will further support limiting transmission in these environments. The Grey Bruce Health Unit's case and contact management team will provide all required information for all contacts and cases.

Variants include the B.1.1.7 (501Y.V1), identified in the United Kingdom; the 501Y.V2 variant, identified in South Africa; and the P.1 variant, first identified in Brazil. To date, none of the new variants have been identified in Grey Bruce.

Public Health is the lead in all outbreaks and case management. Public Health will contact you if you have had close contact with someone who has COVID-19, based on a thorough risk assessment completed only by Public Health. **Determining who is a close contact is a decision that only Public Health can make.**

For More Information:

Dr. Ian Arra, MD MSc FRCPC ACPM ABPM

Medical Officer of Health and Chief Executive Officer

To arrange to speak with Dr. Arra, please contact Drew Ferguson at:

519-376-9420 or 1-800-263-3456 ext. 1269 or d.ferguson@publichealthgreybruce.on.ca

A healthier future for all.

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Media Release

February 12, 2021

COVID-19 Provincial Re-Opening – Grey-Bruce Moving to Yellow

The COVID-19 lockdown for Grey Bruce is set to end on Tuesday, February 16. Until then, the [shutdown and stay-at-home orders](#), currently in effect, remain in place.

When the lockdown is lifted on February 16, 2021, the province will return to its regional-based [COVID-19 Response Framework](#) using a color-coded system for each health unit (Green - prevent, Yellow - protect, Orange - restrict, Red - control, Grey - lockdown) to determine safe reopening protocols.

The Grey Bruce Health Unit has received notice that we will be entering the Yellow stage of the re-opening framework as identified by the province.

For more information:

[COVID-19 response framework: keeping Ontario safe and open | Ontario.ca](#)

[In-Person Shopping at Retail Stores Permitted with Public Health and Safety Requirements in Place | Ontario Newsroom](#)

[COVID Response Framework \(publichealthgreybruce.on.ca\)](#)

For details on the trends within the province used to make decisions about re-opening, please visit:

[All Ontario: Case numbers and spread | COVID-19 \(coronavirus\) in Ontario](#)

For More Information:

Dr. Ian Arra, MD MSc FRCPC ACPM ABPM

Medical Officer of Health and Chief Executive Officer

To arrange to speak with Dr. Arra, please contact Drew Ferguson at:

519-376-9420 or 1-800-263-3456 ext. 1269 or d.ferguson@publichealthgreybruce.on.ca

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From: [Walker, Bill](#)
To: [Fell, Chris](#)
Subject: News Release: MPP Walker announces Bruce-Grey-Owen Sound will return to the COVID-19 Response Framework on Tuesday
Date: February 12, 2021 4:50:23 PM
Attachments: [Banner - Media Release.png](#)



For Immediate Release
February 12, 2021

MPP Walker announces Bruce-Grey-Owen Sound will return to the COVID-19 Response Framework on Tuesday

OWEN SOUND – Bruce-Grey-Owen Sound MPP Bill Walker has announced that on Tuesday, February 16 the local region will transition into the Yellow – Protect category of the COVID-19 Response Framework.

In consultation with the Chief Medical Officer of Health, the Ontario government is transitioning twenty-seven public health regions out of the shutdown and into a revised and strengthened [COVID-19 Response Framework: Keeping Ontario Safe and Open](#) (the "Framework"). The four remaining public health regions, Toronto Public Health, Peel Public Health, York Region Public Health and North Bay Parry Sound District, will remain in the shutdown, and the [Stay-at-Home order](#) and all existing public health and workplace safety measures will continue to apply to these four public health regions.

"As a result of the leadership of Dr. Arra, Medical Officer of Health for Grey-Bruce and his team, the residents of Bruce-Grey-Owen Sound have done an outstanding job following public health measures our government put in place," said Walker. "I'm happy to see that our government is cautiously transitioning our region out of shutdown. However, it remains imperative that we all continue to be vigilant in our efforts to stop the spread of COVID-19."

"The health and safety of Ontarians remains our number one priority. While we are cautiously

and gradually transitioning some regions out of shutdown, with the risk of new variants this is not a reopening or a return to normal," said Christine Elliott, Deputy Premier and Minister of Health. "Until vaccines are widely available, It remains critical that all individuals and families continue to adhere to public health measures and stay home as much as possible to protect themselves, their loved ones and their communities."

Based on a general improvement in trends of key indicators, including lower transmission of COVID-19, improving hospital capacity, and available public health capacity to conduct rapid case and contact management, the following public health regions will be moving back to the Framework on Tuesday, February 16, 2021 at 12:01 a.m. and will no longer be subject to the Stay-at-Home order:

Grey-Lockdown:

Niagara Region Public Health

Red-Control:

Chatham-Kent Public Health, City of Hamilton Public Health Services, Durham Region Health Department, Halton Region Public Health, Middlesex-London Health Unit, Region of Waterloo Public Health and Emergency Services, Simcoe-Muskoka District Health Unit, Southwestern Public Health, Thunder Bay District Health Unit, Wellington-Dufferin Guelph Public Health and Windsor-Essex County Health Unit.

Orange-Restrict:

Brant County Health Unit, Eastern Ontario Health Unit, Haldimand-Norfolk Health Unit, Haliburton, Kawartha, Pine Ridge District Health Unit, Huron Perth Public Health, Lambton Public Health, Ottawa Public Health, Porcupine Health Unit and Public Health Sudbury and Districts.

Yellow-Protect:

Algoma Public Health, **Grey Bruce Health Unit**, Northwestern Health Unit and Peterborough Public Health.

Green-Prevent:

Leeds, Grenville and Lanark District Health Unit and Timiskaming Health Unit.

For North Bay Parry Sound District, Peel Public Health, Toronto Public Health and York Region Public Health, it is proposed that the shutdown measures and the Stay-at-Home order will continue to apply until at least Monday, February 22, 2021. Please visit [Ontario.ca/covidresponse](https://ontario.ca/covidresponse) for the full list of public health region classifications.

After returning to the Framework, public health regions will stay in their level for at least two weeks at which time, the government will assess the impact of public health and workplace

safety measures to determine if the region should stay where they are or be moved to a different level. Public health regions will move up through the levels, if necessary, based on the set indicators and thresholds outlined in the Framework.

[Visitor restrictions](#) for long-term care homes will once again apply to those homes in the public health regions that are in the Orange-Restrict level or higher. In addition, long-term care homes must implement [enhanced testing requirements](#).

Recognizing the risk posed by new variants to the province's pandemic response, Ontario is introducing an "emergency brake" to allow the Chief Medical Officer of Health, in consultation with the local medical officer of health, to immediately advise moving a region into Grey-Lockdown to interrupt transmission. Local medical officers of health also have the ability to issue Section 22 orders under the **Health Protection and Promotion Act**, to target specific transmission risks in the community.

"While the trends in public health indicators are heading in the right direction, we still have work to do," said Dr. David Williams, Chief Medical Officer of Health. "Everyone is strongly advised to continue staying at home, avoid social gatherings, only travel between regions for essential purposes, and limit close contacts to your household or those you live with."

The Chief Medical Officer of Health will continue to consult with public health and other experts, review data, and provide advice to the government on the appropriate and effective measures that are needed to protect the health of Ontarians.

Quick Facts

- Find out what level and which [regional public measures](#) are in place for your area.
- On February 10, 2021, Hastings Prince Edward Public Health, Kingston, Frontenac and Lennox & Addington Public Health, and Renfrew County and District Health Unit moved to the Framework at the Green-Prevent level.
- To help stop the spread of COVID-19 and safeguard health system capacity, Ontarians are strongly urged to continue staying at home and limit trips outside their household and between other regions for essential reasons only, not to gather with individuals outside of their household, and to wear a face covering when within two metres distance of another individual who is not part of their household (both indoor and outdoor) or when required, with [limited exceptions](#).
- Ontario has implemented a [six-point plan](#) to deal with the new variants of concern which includes mandatory on-arrival testing of international travelers, enhanced screening and sequencing, maintaining public health measures to keep people safe, strengthening case and contact management to track the spread of new cases, enhanced protections for vulnerable populations, and leveraging the latest data to inform public health decisions.

To support the province's economic recovery, the government has updated the Framework to allow for a [safer approach to retail](#). Limited in-person shopping in Grey-Lockdown zones will be permitted with public health and safety measures, such as limiting capacity to 25 per cent in most retail settings.

- Digital tools have been an important part of the provincial response to COVID-19. To date, almost 6 million self-assessments have been completed using Ontario's health screening tool to help Ontarians navigate their symptoms and decide on next steps. Now, revised and updated screening tools for [workers/employees](#) and [customer/visitors](#) will help keep Ontarians safe and healthy by pre-screening for symptoms before leaving for work or to visit a business as the province re-opens. The tools help workplaces and businesses meet screening requirements.
- To support the [safe return of in-person learning](#), Ontario has introduced [new measures](#) to continue to protect students and staff against COVID-19 in the classroom.

Additional Resources

- [Ontario Extending Stay-at-Home Order across Most of the Province to Save Lives.](#)
- [Find out about the latest public health measures, advice and restrictions.](#)
- To find the right supports, visit [COVID-19: Support for People](#), which has information about the many available and free mental health services and supports.
- Get tested if you have COVID-19 symptoms, or if you have been advised of exposure by your local public health unit or through the COVID Alert App. Visit [Ontario.ca/covidtest](#) to find the nearest testing location.
- Visit Ontario's [COVID-19 vaccine web page](#) to view the latest provincial data and information on COVID-19 vaccines.
- Visit Ontario's COVID-19 information [website](#) to learn more about how the province continues to protect the people of Ontario from the virus.

-30-

CONTACT: Chris Fell | chris.fell@pc.ola.org | 519-371-2421

From: [Dr. Arra, Jan \(MOH\)](#)
To: [Dr. Arra, Jan \(MOH\)](#)
Cc: [Drew Ferguson](#)
Subject: Situation Report #336: COVID-19 February 16 2021
Date: February 16, 2021 3:08:21 PM
Attachments: [image021.png](#)
[image022.png](#)
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[EXTERNAL]: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Situation Report #336: COVID-19

Grey Bruce Health Unit | Incident Management System

February 16, 2021

Current Situation: As of Feb 16, Grey Bruce is in the **Yellow Protect Zone** in the Ontario COVID-19 response framework.

Follow the 3 W's – Wash hands frequently, Watch distance (ideally 6ft), and Wear face covering correctly, and the 2 A's - Avoid Crowds and Arrange for outdoor activities instead of indoors whenever possible.

The Situation Report data aligns with the provincial Case and Contact Management (CCM) systems. [Click here](#) for details.

Testing and case counts reported as of 23:59 hrs, Feb. 15, 2021:

- 0 new case(s) reported in past 24 hours in Grey Bruce
- 687 confirmed cases
- 22 active case(s)
- 174 active high-risk contacts
- 664 resolved cases
- 1 confirmed case(s) hospitalized
- 1 death
- 82 cases reported in health care workers; reports health care workers living in Grey Bruce and working both in and outside Grey Bruce.

Vaccine

[The Grey Bruce Health Unit COVID-19 Vaccination Program Plan](#)

- 1500 Doses of COVID-19 vaccine administered in Grey and Bruce

Active Outbreaks:

- 0 Facility(ies) in COVID-19 outbreak. Reported in [Long-Term Care/Retirement Homes](#)
- 0 Facility(ies) in COVID-19 outbreak. Reported in [Schools](#)
- 0 Facility(ies) in COVID-19 outbreak. Reported in [Childcare Centres](#)

Actions Taken In the Past 24 Hours:

- Public Health has been actively engaged to support schools with ongoing updates and consultation meetings with local Boards and officials from all schools in Grey and Bruce
- GBHU COVID-19 Team continue with case and contact management, reporting, and responding to COVID-19 related calls. Contact tracing exceeds provincial targets with 100% of all cases contacted within 24 hours
- GBHU Team continue to ensure essential public health activities not related to COVID-19

Provincial COVID-19 Data - <https://covid-19.ontario.ca/data>

- [Provincial Testing Data](#)
- [Provincial Hospitalization Data](#)
- [Provincial Likely Source of Infection Data](#)
- [Raw Data to Download - Provincial](#)
 - o Variety of raw data for all reports generated at the provincial level

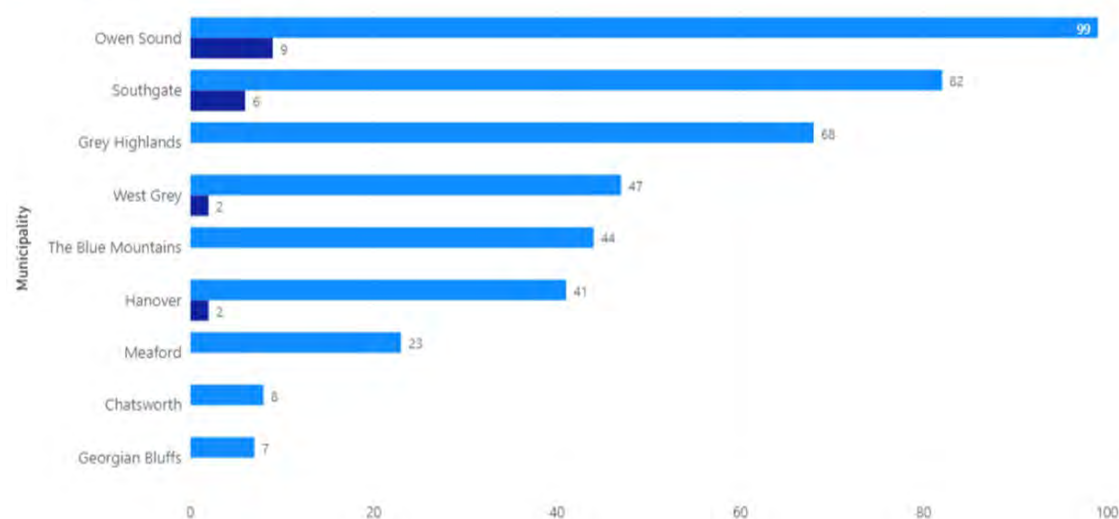
Media Relations

Please connect with Media Coordinator, Drew Ferguson, at D.Ferguson@publichealthgreybruce.on.ca 519-376-9420 or 1-800-263-3456 ext. 1269

Resolved and Active Cases by Municipality

Grey County

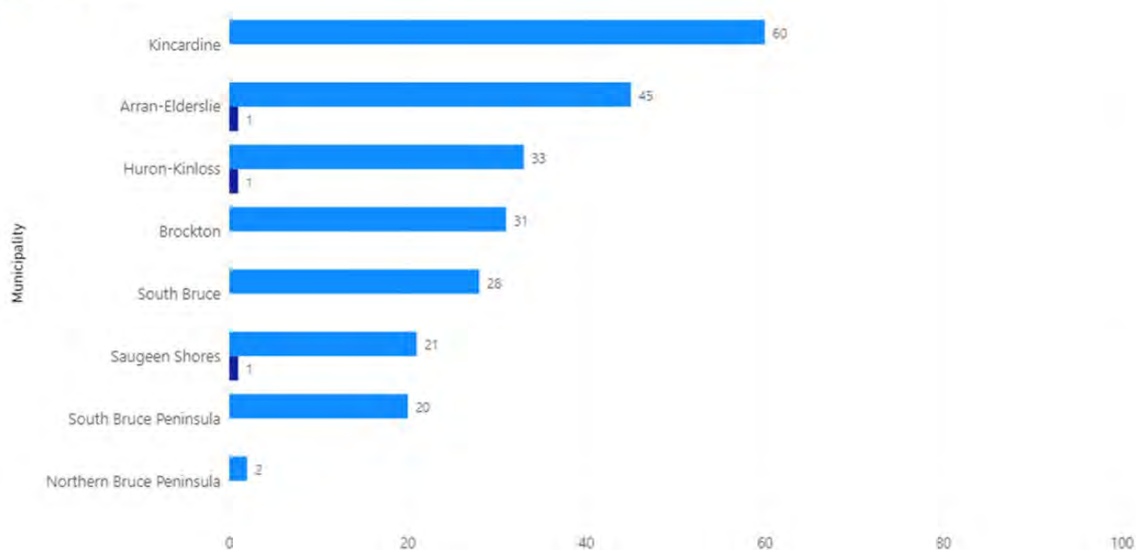
Resolved Active



Resolved and Active Cases by Municipality

Bruce County

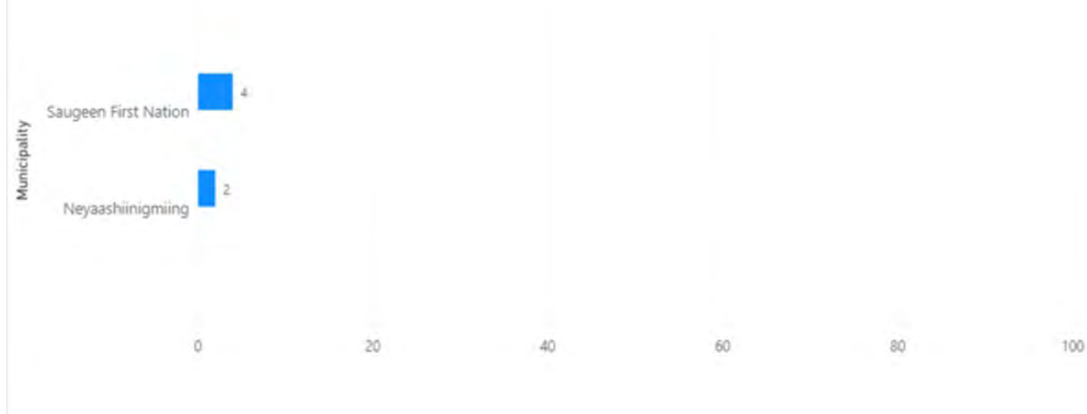
Resolved Active



Resolved and Active Cases by Municipality

First Nation Communities

Resolved Active



Sincerely,

Dr. Ian Arra, MD MSc FRCPC ACPM ABPM

Medical Officer of Health and Chief Executive Officer
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Situation Report #335: COVID-19

Grey Bruce Health Unit | Incident Management System

February 15, 2021

Current Situation: [Provincial Order](#) Lockdown remain in effect in Grey Bruce until Feb 16

Follow the 3 W's – Wash hands frequently, Watch distance (ideally 6ft), and Wear face covering correctly, and the 2 A's – Avoid Crowds and Arrange for outdoor activities instead of indoors whenever possible.

The Situation Report data aligns with the provincial Case and Contact Management (CCM) systems. [Click here](#) for details.

Testing and case counts reported as of 23:59 hrs, Feb. 14, 2021:

- 4 new case(s) reported in past 24 hours in Grey Bruce: 2- Owen Sound; 1- Southgate; 1- Huron-Kinloss
- 687 confirmed cases
- 24 active case(s)
- 179 active high-risk contacts
- 662 resolved cases
- 1 confirmed case(s) hospitalized
- 1 death

- 82 cases reported in health care workers; reports health care workers living in Grey Bruce and working both in and outside Grey Bruce.

Vaccine

[The Grey Bruce Health Unit COVID-19 Vaccination Program Plan](#)

- 1500 Doses of COVID-19 vaccine administered in Grey and Bruce

Active Outbreaks:

- 0 Facility(ies) in COVID-19 outbreak. Reported in [Long-Term Care/Retirement Homes](#)
- 0 Facility(ies) in COVID-19 outbreak. Reported in [Schools](#)
- 0 Facility(ies) in COVID-19 outbreak. Reported in [Childcare Centres](#)

Actions Taken In the Past 24 Hours:

- Public Health has been actively engaged to support schools with ongoing updates and consultation meetings with local Boards and officials from all schools in Grey and Bruce
- GBHU COVID-19 Team continue with case and contact management, reporting, and responding to COVID-19 related calls. Contact tracing exceeds provincial targets with 100% of all cases contacted within 24 hours
- GBHU Team continue to ensure essential public health activities not related to COVID-19

Provincial COVID-19 Data - <https://covid-19.ontario.ca/data>

- [Provincial Testing Data](#)
- [Provincial Hospitalization Data](#)
- [Provincial Likely Source of Infection Data](#)
- [Raw Data to Download - Provincial](#)
 - Variety of raw data for all reports generated at the provincial level

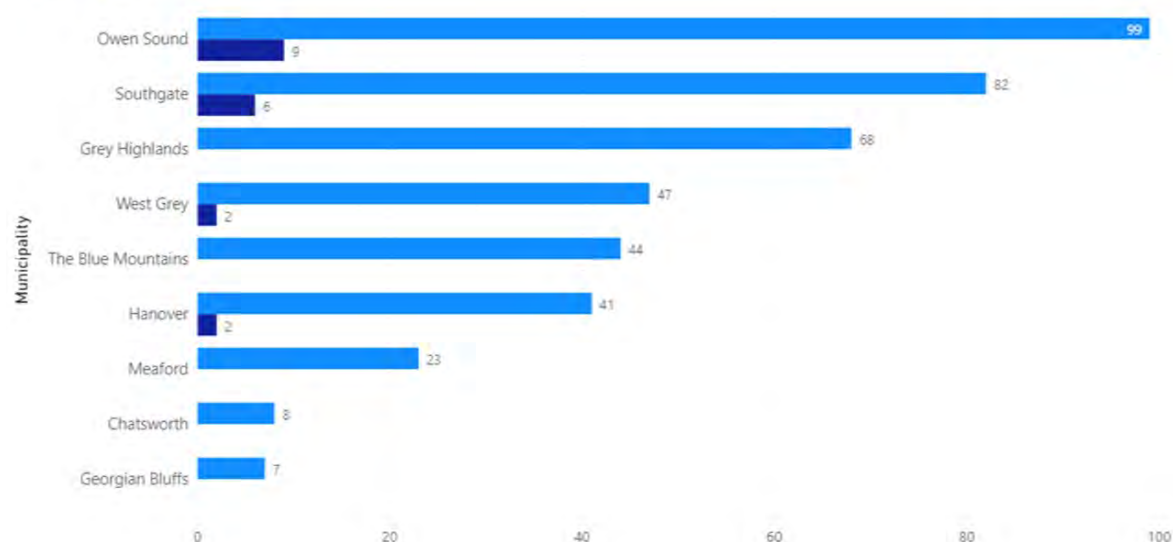
Media Relations

Please connect with Media Coordinator, Drew Ferguson, at D.Ferguson@publichealthgreybruce.on.ca 519-376-9420 or 1-800-263-3456 ext. 1269

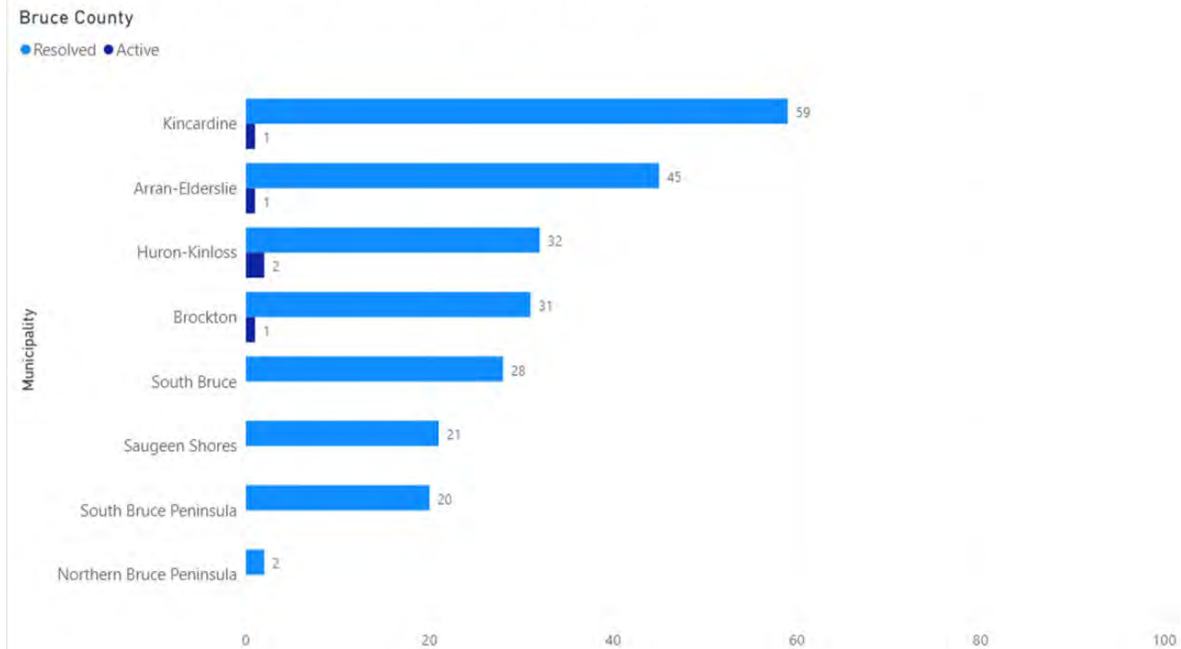
Resolved and Active Cases by Municipality

Grey County

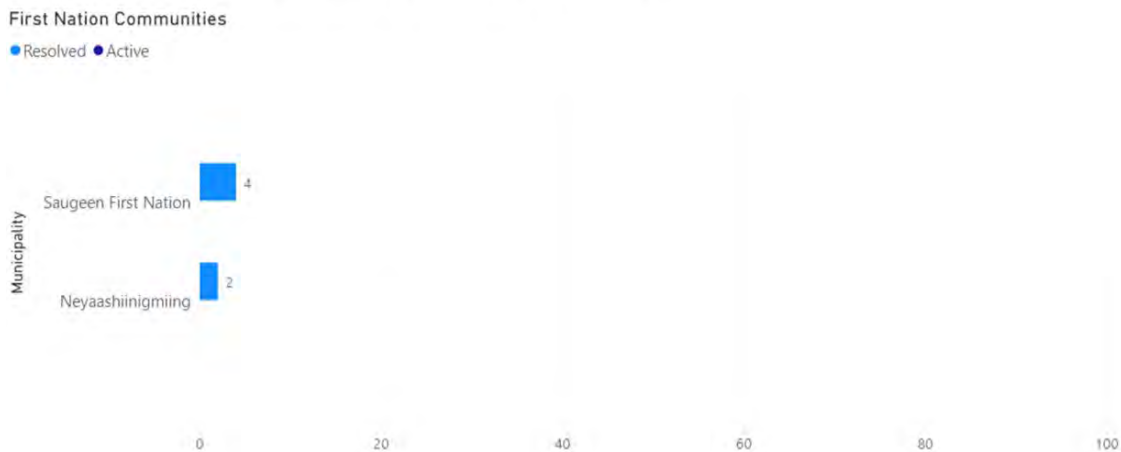
● Resolved ● Active



Resolved and Active Cases by Municipality



Resolved and Active Cases by Municipality



Sincerely,

Dr. Ian Arra, MD MSc FRCPC ACPM ABPM

Medical Officer of Health and Chief Executive Officer
 Grey Bruce Health Unit
 101 17th Street East
 Owen Sound ON N4K 0A5
 Phone: (519)376-9420, Ext. 1241 Fax: (519)376-0605
I.Arra@publichealthgreybruce.on.ca
www.publichealthgreybruce.on.ca

Situation Report #334: COVID-19

Grey Bruce Health Unit | Incident Management System

February 14, 2021

Current Situation: [Provincial Order](#) Lockdown remain in effect in Grey Bruce until Feb 16

Follow the 3 W's – Wash hands frequently, Watch distance (ideally 6ft), and Wear face covering correctly, and the 2 A's - Avoid Crowds and Arrange for outdoor activities instead of indoors whenever possible.

The Situation Report data aligns with the provincial Case and Contact Management (CCM) systems. [Click here](#) for details.

Testing and case counts reported as of 23:59 hrs, Feb. 13, 2021:

- 4 new case(s) reported in past 24 hours in Grey Bruce: 2- Owen Sound; 1- Brockton; 1- Arran-Elderslie
- 683 confirmed cases
- 22 active case(s)
- 179 active high-risk contacts
- 660 resolved cases
- 1 confirmed case(s) hospitalized
- 1 death
- 80 cases reported in health care workers; reports health care workers living in Grey Bruce and working both in and outside Grey Bruce.

Vaccine

[The Grey Bruce Health Unit COVID-19 Vaccination Program Plan](#)

- 1500 Doses of COVID-19 vaccine administered in Grey and Bruce

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Actions Taken In the Past 24 Hours:

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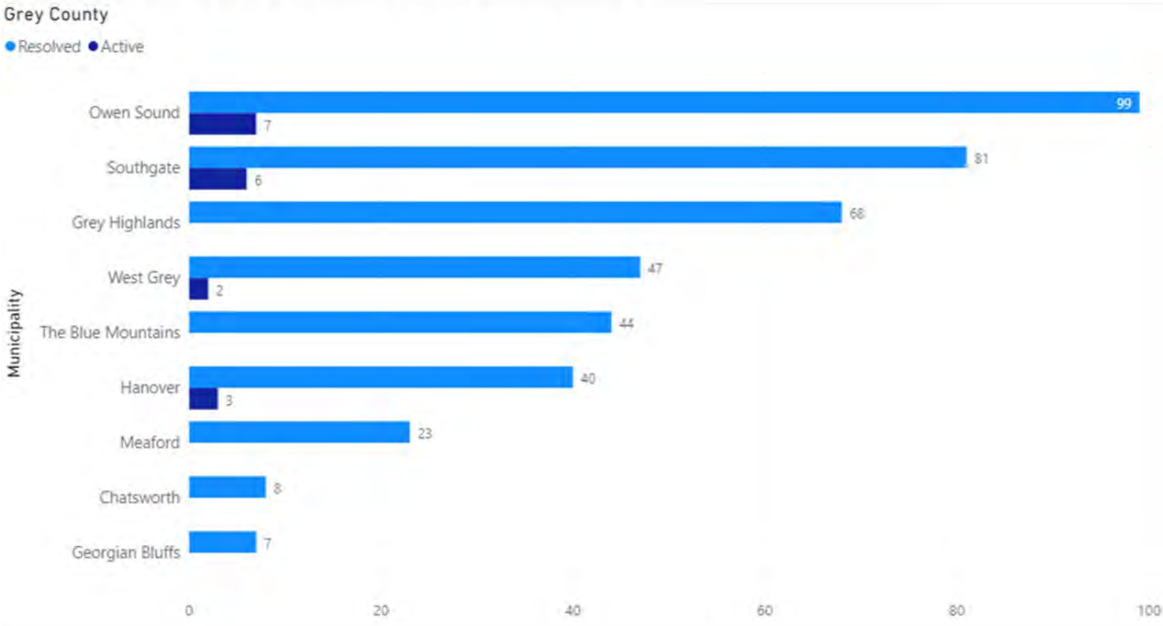
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- [Provincial Testing Data](#)
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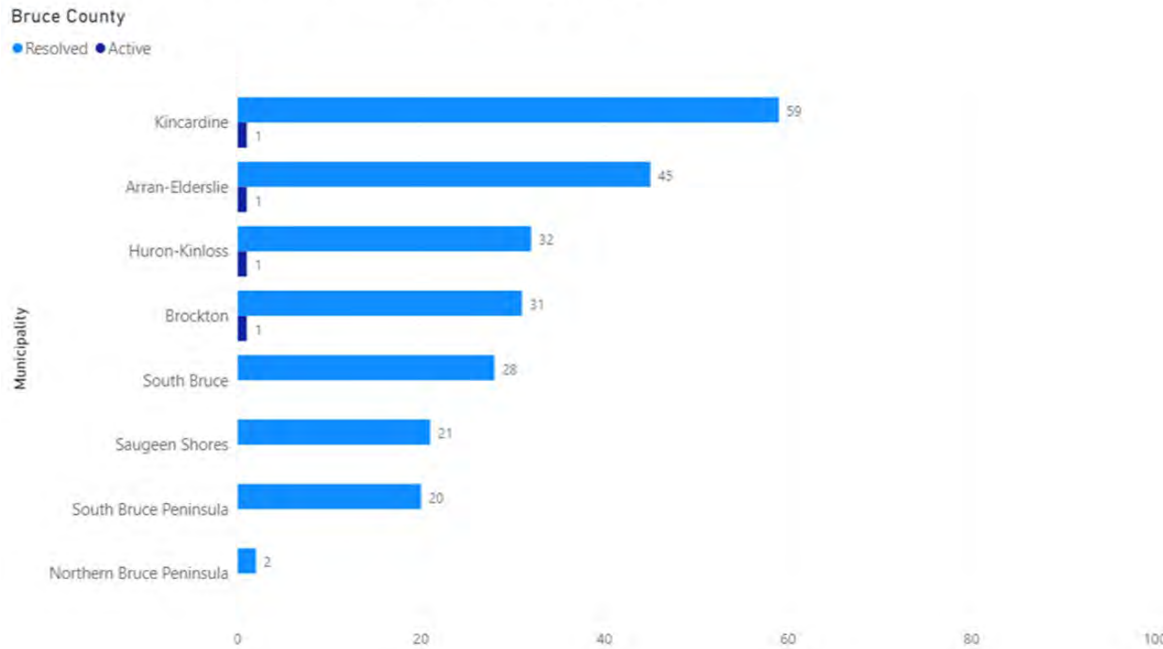
Media Relations

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Resolved and Active Cases by Municipality



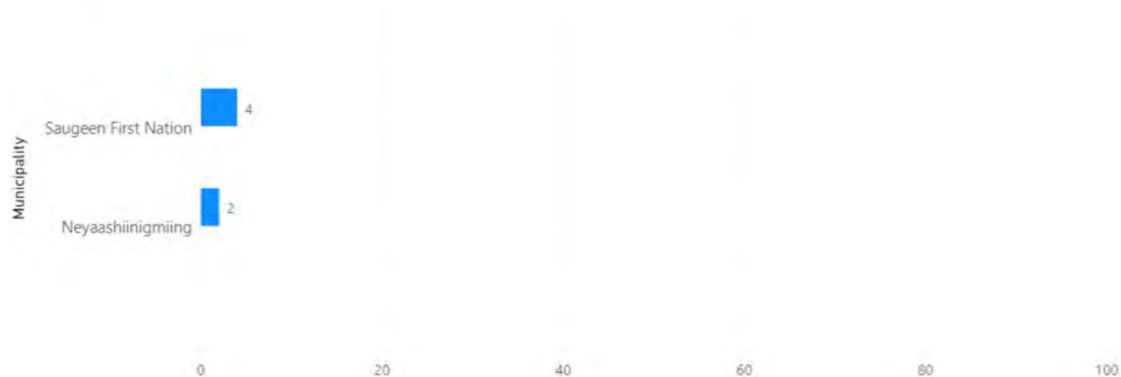
Resolved and Active Cases by Municipality



Resolved and Active Cases by Municipality

First Nation Communities

● Resolved ● Active



Sincerely,

Dr. Ian Arra, MD MSc FRCPC ACPM ABPM

Medical Officer of Health and Chief Executive Officer
Grey Bruce Health Unit
101 17th Street East
Owen Sound ON N4K 0A5
Phone: (519)376-9420, Ext. 1241 Fax: (519)376-0605
I.Arra@publichealthgreybruce.on.ca
www.publichealthgreybruce.on.ca

Please note that the privacy and security of email communication cannot be guaranteed. Please refrain from using email messages to send personal information.

Vision: A healthier future for all.

Mission: Working with Grey Bruce communities to protect and promote health.

Core Values: Effective communication, Partnership, Respectful Relationships, Quality and Innovation, Integrity, Leadership

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From: [Ontario Heritage Trust | Fiducie du patrimoine ontarien](#)
To: clerk@arran-elderslie.ca
Subject: February news from the Ontario Heritage Trust | Nouvelles du mois de février de la Fiducie du patrimoine ontarien
Date: February 16, 2021 12:53:11 PM

February 2021

Heritage Matters ... *more!*



360-degree tour of the Niagara Apothecary

Up front | Beth Hanna, CEO of the Ontario Heritage Trust

A time to share places and stories

The Ontario Heritage Trust team has started 2021 with great energy and with new opportunities to share stories and ideas, and to experience new places.

If, like all of us, you are exploring the province from the comfort and safety of your home, you'll find great, new content on the [Digital Doors Open Ontario website](#). And we have added new tours to our website of some of our properties. Through soaring views available from drone photography, you can gain new perspectives on some of our natural heritage properties, including [Great Manitou Island](#), [Devil's Monument](#), [Barrow Bay](#), [Westover](#) and the [Appleton Swamp](#). We are also providing 360-degree tours of the [Niagara Apothecary](#) in Niagara-on-the-Lake, [Inge-Va](#) in Perth, [Fool's Paradise](#) in Toronto, [Fulford Place](#) in Brockville and [Uncle Tom's Cabin Historic Site](#) in Dresden. These will soon be added to the almost 200 tours on the Digital Doors Open Ontario site.

In February – in fact, all year round – the Trust celebrates Ontario's Black history. We'll start with our annual lecture, [Heritage Matters Live with Esi Edugyan](#). Bestselling author and two-time Scotiabank Giller Prize-winner Esi Edugyan joins us for an exclusive talk on her internationally acclaimed novel *Washington Black* – touching on the themes of Black heritage, identity, belonging and displacement. **Registration is free**, with two screenings for educators and students and three for the general public. I hope that you'll tune in. And along the vein of "tuning in," watch for an episode of [CBC Ideas](#) later this month that will highlight the lecture and feature Esi in conversation with Ideas host Nahlah Ayed.

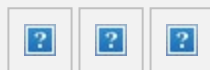
The Forum: Beyond the Underground Railroad – Black History in Chatham-Kent is a collaboration of Uncle Tom's Cabin Historic Site, Buxton National Historic Site and Museum and Chatham-Kent Black Mecca Museum in conversation with creators and researchers from across the province. Discussion will help spotlight the museums' and communities' successes in bringing Black stories and achievements to the forefront. The forum is available to watch [online](#) starting February 15.

During Heritage Week (February 15 to 21), we'll be gathering with the Honourable Elizabeth Dowdeswell, Lieutenant Governor of Ontario, to celebrate excellence, innovation and passion in heritage conservation in Ontario. The [Lieutenant Governor's Ontario Heritage Awards](#) will be presented live on February 18 and [available to watch on February 19](#). We'll tell you about the award recipients in a special edition of this newsletter later this month.

We are excited to offer this range of programs and couldn't do this work without our program partners and sponsors. Our sincerest thanks to the RBC Foundation's Emerging Artists Project, Destination Ontario, TD Ready Commitment, Canada Life, Aird & Berlis LLP, Urban Strategies Inc., Golder, Timmins Martelle Heritage Consultants, CI Global Asset Management, and TD Wealth Private Investment Advice and Rodney Miller and Associates.

So much of our experience of heritage is about connecting people, place and story. We look forward with great anticipation to a time when we can gather again in person to share these stories and experience sites together. But until it is safe to do so, we hope you will enjoy these program offerings. Be well and stay safe.

Share this newsletter with your friends and colleagues!





Celebrate Heritage Week 2021

Learn more about [Heritage Week](#), and find out what [community events](#) are happening near you!



The online exhibit, Uncovering Union, is part of our Heritage Week community events. It showcases the hidden history of Toronto's iconic train station. (Photo: Toronto Railway Museum and the Toronto Railway Historical Association)

More Black History Month resources



Uncle Tom's Cabin Historic Site, Dresden (Photo: Brader's Photography)

Need more Black History Month resources? Check these out:

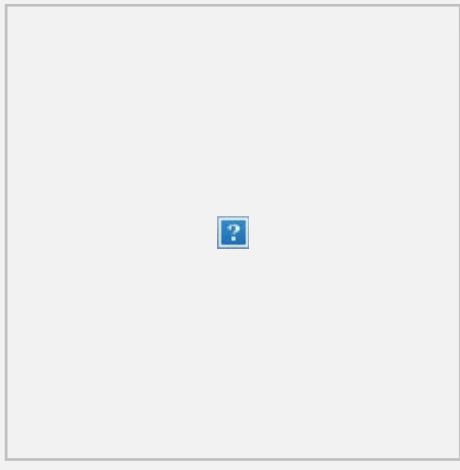
- [Archives of Ontario: The Black Canadian Experience in Ontario 1834-1914: Flight, Freedom, Foundation](#)
- [Black History Canada](#)
- [BlackPast.org](#)
- [Chatham-Kent Black Historical Society](#)
- [Grey Roots Museum](#)

- [Harriet Tubman Institute](#)
- [Ontario Black History Society](#)
- [Parks Canada](#)

As well, the National Historic Sites program designates people, sites and events of nationally historic significance throughout Canada. The program is administered by Parks Canada. Explore [the list of persons, places and topics](#) related to Black history.

Recommended reading: Here are [some titles](#) that may help you in your research into Ontario's Black history.

Did you know?



Josiah Henson was the first person of African descent to be commemorated on a Canada Post postage stamp? It was issued on the 100th anniversary of his death in 1983.

Your support allows the Trust to continue the important work of conserving the province's cultural and natural heritage for the people of Ontario. We invite you to join us.

[Give today](#)

COVID-19 update: The Trust's cultural sites remain closed to the public to protect the health and safety of the public, staff and partners as we work towards reopening. Some of our natural areas and trails are [open](#). [Doors Open Ontario](#) has gone digital, and we look forward to seeing you back in communities once it is safe to do so. The Trust continues to protect and conserve Ontario's heritage and share our stories. Please check our websites and follow our Facebook, Twitter and Instagram to enjoy exhibits, share stories and explore the province with us.

The Ontario Heritage Trust envisions an Ontario where we conserve, value and share the places and landscapes, histories, traditions and stories that embody our heritage, now and for future generations.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000



234-2021-813

February 17, 2021

Dear Head of Council,

RE: Consulting on growing the size of the Greenbelt

I am writing today to announce that my ministry is launching a consultation on **growing the size of the Greenbelt**.

The government has been clear that we are protecting the Greenbelt for future generations. We are committed to growing the Greenbelt and will not consider any proposals to remove any lands or changes to the existing Greenbelt Plan policies.

The Ministry of Municipal Affairs and Housing is seeking feedback on ways to grow the size and further enhance the quality of the Greenbelt, with a priority of:

- i. A study area of lands focused on the Paris Galt Moraine, which is home to critical groundwater resources.
- ii. Ideas for adding, expanding and further protecting Urban River Valleys.

The maps available for this consultation are for discussion purposes only and do not represent a proposed boundary.

For more information on this consultation, please visit <https://ero.ontario.ca/notice/019-3136> where you will find information about growing the Greenbelt:

- Proposed principles for growing the Greenbelt
- Discussion questions for consideration
- Context map of the Paris Galt Moraine area

The consultation is open for 61 days and ends on April 19th, 2021.

I look forward to receiving your input on this proposal. If you have any questions about the consultation, please contact the ministry at greenbeltconsultation@ontario.ca.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark
Minister

c: Planning Head and/or Clerks



Media Release

February 17, 2021

COVID-19 Variant Identified in Grey Bruce

Test results confirm the first COVID-19 variant in Grey Bruce.

The individual with the new variant is from another health unit and is self-isolating locally. Potential risk to the public during the trip to the location of isolation was mitigated. The Grey Bruce Health Unit Case and Contact Management Team is monitoring the individual's progress.

Current reporting indicates that the incubation period for these variant strains can be shorter, resulting in rapid transmission; therefore, early containment is essential.

To address the higher transmission rate seen with the new strains of COVID-19, Ontario has adopted a six-point strategy to stop the spread of the new variants. The plan includes mandatory on-arrival testing of international travellers, enhanced screening and sequencing to identify the new variants, maintaining public health measures to keep people safe, strengthening case and contact management to track the spread of new cases, enhanced protections for vulnerable populations, and leveraging the latest data to inform public health decisions.

Changes include a revised definition of high-risk contacts to reflect the increased risk of transmission. Additionally, high-risk contacts and their household will be asked to follow more rigorous protocols.

Public Health is the lead in all outbreaks and case management. Public Health will contact you if you have had close contact with someone who has COVID-19, based on a thorough risk assessment completed only by Public Health. **Determining who is a close contact is a decision that only Public Health can make.**

The new variants are a reminder to everyone to follow the 3 W's to reduce transmission of COVID-19 – **Wash hands** frequently, **Watch distance** (ideally 6ft), and **Wear face covering** correctly.

For More Information:

Dr. Ian Arra, MD MSc FRCPC ACPM ABPM

A healthier future for all.

101 17th Street East, Owen Sound, Ontario N4K 0A5 www.publichealthgreybruce.on.ca

519-376-9420

1-800-263-3456

Fax 519-376-0605

From: [AMCTO President](#)
To: clerk@arran-elderslie.ca
Subject: An Open Letter to Ontario Municipal Councils
Date: February 18, 2021 8:42:44 AM

Dear Christine Fraser-McDonald,

We would appreciate your support in sharing the below open letter and for this letter to be included on your municipal council agenda:

February 18, 2021



AN OPEN LETTER TO ONTARIO MUNICIPAL COUNCILS

Dear Council,

As a vital municipal association with membership roots that reach deep into each and every part of Ontario, we know the challenges you have faced in continuing to provide essential municipal services within your community during the COVID-19 pandemic.

As elected officials, we know that you recognize the contribution made by your municipal staff, many of whom are members of AMCTO. Municipal professionals across this entire province have been at the forefront of service delivery, applying their knowledge and skills to innovate processes and procedures to meet the evolving needs of residents and businesses.

One key point that is often overlooked in this pandemic is that many municipal staff were prepared to act and innovate BECAUSE of the professional municipal training and development they receive from organizations like AMCTO. The leadership skills, education and technical training prepare your staff in getting ahead of immediate community needs, reacting and responding to new challenges brought on by COVID-19. This unique and sought-after skillset has allowed your staff to provide council with options and solutions for keeping your municipality running.

In these challenging financial times, there will be temptation to divert operational funding away from staff training budgets. Now more than ever, it is crucial that municipalities continue to invest in your most valuable resource – your staff.

In addition to increased levels of employee retention, engagement and empowerment,

investments in staff professional development strengthens your council's ability to provide reliable, effective and efficient services to your community, both today and in the future. The question is no longer "if" you innovate but "when". Innovation comes with knowledge, training, and exposing municipal staff to new opportunities to grow and develop professionally.

On behalf of AMCTO and its over 2,200 members, please accept my heartfelt thank you for your service during these difficult times. As "Municipal Experts", AMCTO will continue to be at your service to help you and your staff meet the needs of your community.

Sincerely,



Robert Tremblay, MPA, CMO, AOMC
President
AMCTO

CC: Graydon Smith, President, AMO

###

Robert Tremblay, MPA, CMO, AOMC
President



2680 Skymark Ave. # 610
Mississauga, ON L4W 5L6

president@amcto.com

www.amcto.com



From: [Walker, Bill](#)
To: [Fell, Chris](#)
Subject: News Release: MPP Walker announces \$18,999 in funding for seniors programs
Date: February 18, 2021 8:53:53 AM
Attachments: [Banner - Media Release.png](#)



For Immediate Release

February 18, 2021

MPP Walker announced \$18,999 in funding for seniors programs

OWEN SOUND – Bruce-Grey-Owen Sound MPP Bill Walker has announced that three local organizations have received a total of \$18,999 through the Seniors Community Grant Program.

Ontario is investing up to \$4.5 million through the [Seniors Community Grant Program](#) to support over 180 diverse community projects that will enable older adults to stay connected with their communities from the safety of their home and will help them maintain their physical, mental and social well-being as they continue to self-isolate due to the COVID-19 pandemic.

Walker announced the following grants through the program:

* Colpoy's Bay Women's Institute received \$2,150 for a project that will deliver a series of virtual information sessions to learn and ask questions about COVID-19 and health targets rural remote seniors which will increase community engagement, reduce social isolation and increase mental health.

* The Town of Hanover received \$6,489 for a project that will allow the Hanover Age Friendly Committee to produce, print and distribute an easy-to-read comprehensive booklet containing local and regional content with a focus on local older adult programs, agencies, support and services increasing access to information which was identified as a priority in the Age-Friendly Plan.

* Chippewas of Nawash Unceded First Nation received \$10,360 for a project that will support the purchasing of Chrome Books and iPads along with IT support and training to ensure shut-in seniors in the remote Chippewas of Nawash First Nation have access to a variety of health management programming and other social engagement opportunities.

“The Seniors Community Grant projects are of great benefit to Ontario’s older adults, especially during these challenging times,” said Raymond Cho, Minister for Seniors and Accessibility. “Helping seniors access programs and services while they remain at home has tremendous health benefits, including helping to keep them safe and out of the hospital.”

The funding is being provided to help non-profit organizations, local services boards and Indigenous groups develop programs that will:

- Help older Ontarians receive the support they need in their community, reducing demand on acute and long-term care
- Ensure Ontarians are less at risk for neglect, abuse and fraud, and that their rights and dignity are protected
- Ensure more older adults are connected and engaged, reducing social isolation and leading to wellness and better health
- Provide more opportunities for older adults to achieve greater financial security and engagement within the community.

“These projects will make a big difference in the lives of our local seniors in Bruce-Grey-Owen Sound by helping them maintain their autonomy and independence,” said Walker. “They will also help to provide meaningful opportunities for older adults to connect with their communities without risking their health. The health and safety of Ontario’s older adults remain a key priority for our government. The province is working to ensure that seniors are connected to the programs and activities in their communities that help improve their safety and overall wellbeing.”

QUICK FACTS

- The application period for the Seniors Community Grant (SCG) Program opened on June 24 and closed on August 7, 2020.
- This year, the government is supporting over 180 diverse community projects across Ontario.
- Unincorporated and incorporated not-for-profit organizations, local services boards, and Indigenous groups were invited to apply for funding from \$1,000 up to \$100,000.
- Since the program was established in 2014, nearly 1,900 grants have been provided which have positively impacted the lives of more than half a million seniors.
- By 2023, there will be 3 million Ontarians over the age of 65 – older adults are the province’s fastest growing demographic.

- The SCG Program is the only grant program in the Ontario Government solely dedicated to seniors.

LEARN MORE

- [Programs and services to help seniors be healthy, active and engaged](#)
- [Seniors Active Living Centres](#)
- [Age Friendly Communities](#)

-30-

CONTACT: Chris Fell | chris.fell@pc.ola.org | 519-371-2421



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

February 22, 2021

SRCLK.21.03

SUBJECT: Municipal and School Board Election 2022 – Alternative Voting
Methods

RECOMMENDATION:

Be It Resolved

- 1) That Report SRCLK.21.01 - Municipal and School Board Election 2022 – Alternative Voting Methods be received for information; and
- 2) That Council provides direction to staff regarding voting methods for the 2022 Municipal Election.

Submitted by:

Reviewed by:

Original Signed by

Original Signed by

Christine Fraser-McDonald

Bill Jones

Clerk

CAO

BACKGROUND:

COVID-19 remains an ongoing concern, and health experts believe there may be additional waves of the virus for months or years to come. All aspects of 2022 election planning must shift to accommodate the reality of this global pandemic, which will have significant effects on programs, procedures, and technology.

The COVID-19 pandemic is likely to have long-term impacts on the ways in which electors feel comfortable voting, and this report describes how the Clerk is undertaking research into leading practices on safe voting during a pandemic. This includes rethinking the function and operation of voting places during an election and exploring alternative methods of voting that allow electors to cast ballots.

The pandemic introduces new challenges and complexities into nearly all election processes, including the availability and acquisition of voting technology and the possibility of alternative voting methods.

Since many of the pandemic's long-term effects are difficult to forecast, significant contingency planning will be required to cover a range of possible pandemic scenarios that may exist through to October 2022. There is a new set of voters that must be addressed who have weakened or compromised immune systems. Because of this, planning must begin to rethink the concept of voting in the advent of a pandemic so that electors feel safe when casting their ballot.

Recently, the Bruce County Clerks have held meetings to review alternative voting methods. It was the consensus of the Bruce County Clerk's, based on the group's requirements, security measures and experience, most would be recommending internet/telephone options to their municipal Councils. The Municipalities that do use on-line/telephone voting methods have agreed to join together and use the same company to provide on-line services. This will help to reduce costs.

COMMENTS:

Planning for the municipal election has already begun so that programs and practices can be safely implemented by voting day, and preparation is well underway for the next municipal election in October 2022. At the same time, the COVID-19 pandemic presents an ongoing concern and health experts believe there may be additional waves of the virus for months or years to come. Given the continued impact on public health and civic participation, election planning for 2022 must now shift to acknowledge and accommodate the reality of COVID-19.

The Municipal Elections Act (MEA) states that municipal elections are to be held every four years with the next voting day being Monday, October 24, 2022. In 2018, the Municipal Elections Act was amended. A by-law to authorize a alternative voting method has to be passed before May 1 in the year of an election.

On October 20, 2020, the Government introduced Bill 218: Supporting Ontario's Recovery and Municipal Elections Act, 2020. Bill 218 amended the Municipal Elections Act, 1996, S.O. 1996, c. 32 in order to make the electoral process consistent across Municipal, Provincial and Federal elections. On November 20, 2020, Bill 218 received Royal Assent. As a result of these amendments, the nomination day was changed to the third Friday in August. This change in nomination date does put additional pressures on staff, and was highly discussed with Ontario Municipalities, including the Association of Municipal

Clerks and Treasurers of Ontario (AMCTO) prior to the Bill receiving Royal Assent.

In order to secure a method for vendors that remains accessible, accountable, and adaptive while we continue to navigate the COVID-19 Pandemic, staff recommend that Council proceed in choosing a method of voting for the 2022 Election as soon as possible so arrangements can be made.

Telephone/Internet Voting (on-line voting):

Benefits of online voting relate to voter convenience and improved accessibility, enhanced voter privacy, increases in voter turnout, reduction in ballot errors and spoiled ballots and improvements to the efficiency of elections. Recounts are not necessary.

In an on-line voting system, all electors are mailed a voter information package that includes an individual, secret Personal Identification Number (PIN) and voting instructions.

Electors may vote from home online or by phone or may choose to attend the voting help centre which could be located in the Arran-Elderslie Administration Building, as well as other locations throughout the municipality. This will allow voters without access to the internet a way to cast their ballot.

In addition, staff would attend all long-term care facilities and retirement homes with the necessary technology to enable those voters who may not have access to the internet or a telephone and may not have the ability to attend the voters help centre.

Regardless of the method used (phone or internet), once a voter has voted, the system will prevent them from being able to vote again.

Benefits and Drawbacks of On-line/Telephone Voting:

➤ Convenience:

- Extends the voting period for electors to cast their votes;
- Reduces cost and the number of staff required;
- Ensures persons with disabilities are not disenfranchised from voting and have the same convenience as all other electors;
- Increased accessibility for residents abroad and for persons with difficulties in travelling or reduced mobility;
- The electronic vote eliminates errors in manual count, which brings with it an accurate and quick publication of results, with receipt of vote for each vote cast.

- Greater convenience by providing the most flexibility and opportunity for participation.
- Improved accessible voting options.
- Help centres will be located in places like institutions, retirement homes, long-term care facilities, the hospital and other places to promote the election, add electors to the Voters' List, assist voters with information, and offer access to a telephone or computer for voting.
- Elimination of spoiled ballots.
- Superior accuracy of the count.
- Preservation of secrecy.
- Allows for 24 hours per day voting until Monday, October 24, 2022 at 8:00 p.m.
- Electors can vote in the privacy of their own home or anywhere in the world.

➤ **Accessibility:**

- Independence, dignity, integration, and equal opportunity.
- Privacy of voting at home without having to travel.
- Voters can use their personal telephones or computers with accessibility features including high volume, headphones or talk-to-you("TTY") features
- System uses clear and plain language with prompts.
- meets or exceeds provincial standards.
- If assistance is required, as above, help centres will be available throughout the voting period to assist persons with disabilities.

➤ **Accuracy of Count:**

- The Count is 100% accurate.
- No risk of spoiled ballots or unclear voter intent.

➤ **Staffing Time and Resources:**

- Staff time will be greatly reduced along with training time.
- Eliminates the need to search for, and pay, people to count ballots.

It has been argued that some of the principles of the Elections Act cannot be fully upheld by an alternate voting method (on-line voting or vote by mail) where direct supervision of electors does not occur. It is important to note, however, that Section 89 of the Act clearly outlines certain responsibilities on the voter such as ensuring that one is entitled to vote prior to doing so as well as ensuring that one does not vote more times than allowable.

Voter impersonation, coercion and fraud are concerns which are mitigated through the design of any voting system, regardless of whether it is a supervised or unsupervised model.

In order for an election to be successful, it must encourage equal participation and maintain the highest levels of security. Online Voting can ensure that both of these requirements are met, even in the face of obstacles like COVID-19. The ongoing pandemic makes it difficult and dangerous for people to gather in public places, like polling locations or ballot counting locations, and our electoral systems must be able to adapt to this new reality. With an Online Voting platform in place, you can continue to promote equal and secure participation, all while keeping the electors safe.

How On-Line Voting Works

1. Electors would confirm they are on the Voters' List.
2. In early October, each elector will receive a personal voter notification letter containing information to access the voting system by internet or telephone, including the following information:
 - voter's ID number
 - voter's unique PIN to vote
 - URL and telephone number for the voting system
 - voting information, i.e. candidates running for office, location of help centres, legal requirements to vote, how to find more information, etc.
3. Accessing the voting system:
 - electors will be required to confirm they are entitled to vote when accessing the system
 - user must enter their ID and PIN number provided on the notice
 - user will follow the prompts and confirm his or her selections.
4. Help centres could be located in places like institutions, retirement homes, the hospital, schools or other places to promote the election or assist voters, and can provide the following services:
 - add an elector to the Voters' List
 - provide assistance and clarification on the election process
 - offer access to a telephone or computer for voting
 - assist any electors requiring assistance in voting.
5. Results may be available as early as 8:30 p.m. on election night. Ballot counting staff would not be required. In 2018, there were 36 staff required to count ballots.

Vote-by-Mail

Vote-by-mail was used in prior Arran-Elderslie elections. This system requires significant printing and mailing costs, as each qualified elector is mailed a voting kit including instructions, a voter declaration form, a ballot, a secrecy folder and a postage-paid return envelope. Once ballots are returned to the municipality's designated return point, ballots must either be counted manually or using an optical scan vote tabulator.

There is less convenience, greater risks including potential for spoiled ballots, along with full reliance on the postal system to disseminate blank ballots / return completed ballots.

Vote-by-mail has the ability to enhance the convenience of voting for some resident and non-resident electors, but some may find it less convenient since there will be a deadline prior to voting day to mail in ballots to ensure receipt by close of poll.

If electronic and telephone voting methods are not approved, the other method would be vote by mail. This method is extremely labour intensive and would involve significant additional staff time. Given the complexity of municipal election ballots (which have numerous races, various wards and differing school supports), staff would recommend the use of electronic tabulators to reduce the potential for error and to ensure results were available in a timely fashion. The cost of the electronic tabulators, return envelopes, and the additional staff/volunteer time do not represent cost-savings over the electronic methods described above.

Once the method of voting has been selected by Council, staff will collaborate with Bruce County Clerks to continue attending vendor forums, and coordinate procedures to review proposals from Vendors for the 2022 Election. In previous Elections, Bruce County Clerks attempted to coordinate the choice of vendor to secure better pricing and dedicated, locally-focused customer service/support across the County.

FINANCIAL/STAFFING/OTHER IMPLICATIONS:

Funds are allocated annually for the municipal election and are fully recovered from the Election Reserve Fund.

CONCLUSION:

On-line/telephone voting is a cost-effective method and voters appreciate the ease of voting from their phone or electronic device without leaving their home. This method of voting is still particularly important during a public health pandemic and for persons with disabilities.



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

February 22, 2021

SRFIN.21.06

SUBJECT: BDO Audit Planning Report

RECOMMENDATION:

Be It Resolved,

- 1) That SRFIN.21.06 be received for information – BDO Audit Planning Report.

Submitted by:

Tracey Neifer

Tracey Neifer
Treasurer

Reviewed by:

Bill Jones

Bill Jones
CAO

BACKGROUND:

The interim audit was completed virtually in December. With the assistance of staff, all required documents were provided electronically, and staff were available through online meetings to review processes and validate the controls that are in place. This process provides BDO with systems documentation to assess if there have been any changes that need to be addressed in their audit plan.

COMMENTS:

The interim audit was completed without any issues/concerns being identified. The attached report "Audit Planning Report to the Members of Council" is similar to what was presented to Council on February 10, 2020 for the 2019 audit. The same audit strategy has been planned for 2020.

The following are some of the key points noted within the 2020 report:

- ✓ Traci Smith, CPA, CGA, LPA continues as the lead on the engagement team
- ✓ The audit is scheduled to start March 8th
 - the audit is currently planned to be completed virtually

- ✓ Materiality, based on 3% of average total revenue is \$310,000 (2019 - \$230,000, based on 2%)
- ✓ The audit risks identified for 2020 are consistent with the prior year, Control Environment, Purchases and Government Transfers.
- ✓ Present the final report to the members of Council – mid May, with release of the audit report the end of May

FINANCIAL/STAFFING/OTHER IMPLICATIONS:

The audit fee quoted for 2020 is \$37,250 (2019 - \$37,250).

The audit fee quoted for the Chesley and Area Fire Board for 2020 is \$3,500 (2019 - \$3,500).

CONCLUSION:

That Council approve the recommendations as set out in this report.

Appendices:

Appendix A – Audit Planning Report to the Members of Council



MUNICIPALITY OF ARRAN-ELDERSLIE

AUDIT PLANNING REPORT TO THE MEMBERS OF COUNCIL

February 22, 2021

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EXECUTIVE SUMMARY



Your BDO Audit Team

Traci Smith, CPA, CGA, LPA will be the lead on the engagement team, supported by experts as deemed necessary. Please refer to page 3 for contact information should you have any questions or concerns regarding the financial statement audit.



Timeline

The audit is scheduled to start on March 8, 2021 with final completion scheduled for the end of May. See the [Audit Timeline](#) section of the report for the detailed milestones.



Significant Audit Risks

Our audit is focused on risks specific to your Municipality and key accounts. These are described in more detail on pages 5. Specifically, we have identified the following areas on which to focus:

- ▶ Control Environment
- ▶ Purchases
- ▶ Government Transfers



Materiality

We have determined that materiality for the current year audit will be based on 3% of average total revenue. Preliminary materiality is \$310,000 for the year ended December 31, 2020.



Fees

We estimate our fees for 2020 will be \$37,250 for the audit of the financial statements, based on the assumptions outlined in the Fees section on page 7 of this report.



Engagement Objectives

Our overall responsibility is to form and express an opinion on the financial statements. The performance of this audit does not relieve management or those charged with governance of their responsibilities. Please see the attached engagement letter in [Appendix B](#) for specific details regarding the scope of our work.



Fraud Discussion

Through our planning process, and prior years' audits, we have developed an understanding of your oversight processes. We are not currently aware of any fraud affecting the Municipality. Please see [Appendix D](#) for clarification of the auditor's responsibilities for detecting fraud.

If you are aware of changes to processes or are aware of any instances of actual, suspected or alleged fraud affecting the Municipality, we request that you provide us with this information.

YOUR DEDICATED BDO AUDIT TEAM

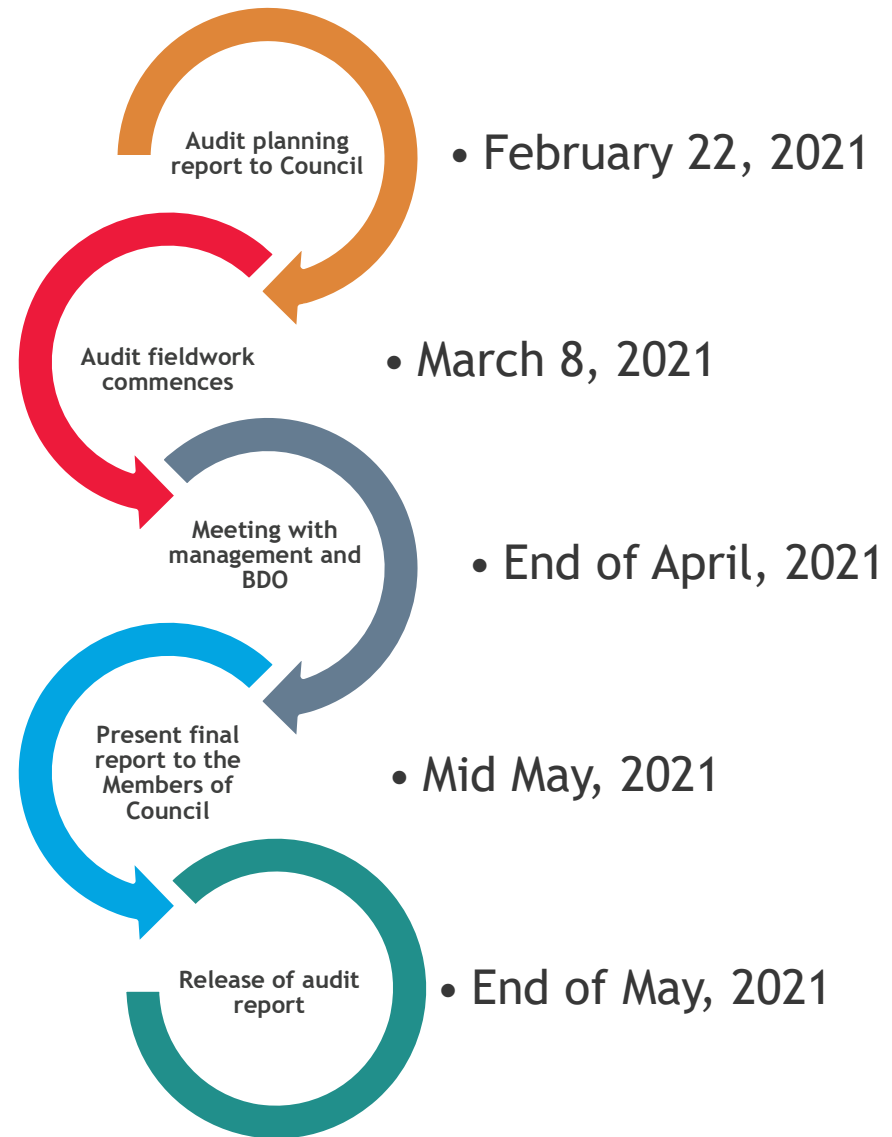
In order to ensure effective communication between the Members of Council and BDO Canada LLP, the contact details of the engagement team are outlined below. We attempt to provide continuity of service to our clients to the greatest extent possible. When changes are required for key members of the engagement team, we will discuss this matter with Management and determine the appropriate new individual(s) to be assigned to the engagement based on particular experience, expertise and engagement needs.

NAME	ROLE	PHONE NUMBER	EMAIL
Traci Smith	Engagement Partner	519-376-6110 Ext 2225	tsmith@bdo.ca
Vicky Watson	Senior Manager	519-376-6110 Ext 2231	vwatson@bdo.ca
Robyn Strangway-Calder	Senior Manager	519-376-6110 Ext 2241	rstrangway@bdo.ca
Erin DeRuyter	Senior Accountant	519-376-6110 Ext 2247	EDeRuyter@bdo.ca
Scott Merry Nicole White	HST Specialists	519-622-7676 Ext 1957 Ext 4594	smerry@bdo.ca nbwhite@bdo.ca

AUDIT TIMELINE

The following schedule outlines the anticipated timing of the audit of the consolidated financial statements of the Municipality.

As part of the year end Council meeting, we will provide the Members of Council with a copy of our draft audit opinion, discuss our findings, including significant estimates utilized by management, accounting policies, financial statement disclosures, and significant transactions completed during the year. We will also report any significant internal control deficiencies identified during our audit and reconfirm our independence.



SIGNIFICANT AUDIT RISKS AND PLANNED RESPONSES

Based on our knowledge of the Municipality, our past experience, and knowledge gained from management and the Members of Council, we have identified the following significant risks; those risks of material misstatement that, in our judgment, require special audit consideration.

Significant risks arise mainly because of the complexity of the accounting rules, the extent of estimation and judgment involved in the valuation of these financial statement areas, and the existence of new accounting pronouncements that affect them. We request your input on the following significant risks and whether there are any other areas of concern that the Members of Council have identified.

AREAS OF FOCUS	RISKS NOTED	AUDIT APPROACH
Control Environment	Management may at any time have the opportunity to override internal controls.	<ul style="list-style-type: none"> • Test appropriateness of journal entries. • Review accounting estimates for biases and evaluate the risk of material misstatement due to fraud. • For significant transactions that are outside the normal course of business, evaluate the business rationale behind the transaction.
Purchases	Significant risk that unauthorized vendors may be created and illegitimate expenses paid.	<ul style="list-style-type: none"> • Review purchasing policy, minutes and discussion with management. • Review department manager's authorization of invoices. • Review Council's approval of vouchers in minutes.
Government Transfers	Significant risk that government transfers may not be recorded properly because of the complexity of the standard. Significant judgment required to assess the eligibility criteria and stipulations and the recognition or deferral of grant revenue can affect the annual surplus.	<ul style="list-style-type: none"> • Review of agreements and discussions with management. • Confirmation of cash received and reconciliation of cash flows and eligible expenditures.

MATERIALITY

Misstatements, including omitted financial statement disclosures, are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the consolidated financial statements.

Judgments about materiality are made in light of surrounding circumstances and include an assessment of both quantitative and qualitative factors and can be affected by the size or nature of a misstatement, or a combination of both.

Preliminary overall materiality was determined to be \$310,000, based on 3% of average total revenues. Performance materiality of \$232,500 is set at 75% of the materiality. We use performance materiality to focus our audit; identify amounts to be examined using statistical sampling and determining key items for analytical procedures. A threshold of 10%-20% of performance materiality is then used for substantive and analytical procedures.

Our materiality calculation is based on the Municipality's preliminary results. In the event that actual results vary significantly from those used to calculate preliminary materiality, we will communicate these changes to the Members of Council as part of our year end communication.

We will communicate all uncorrected misstatements identified during our audit to the Members of Council, other than those which we determine to be "clearly trivial". Misstatements are considered to be clearly trivial for purposes of the audit when they are inconsequential both individually and in aggregate.

We encourage management to correct any misstatements identified throughout the audit process.

FEES

We estimate our fees for 2020 will be \$37,250 (excluding taxes) for the audit of the consolidated financial statements.

These fees include:

- An audit report on the financial statements of the Municipality;
- Audited Financial Information for the Trust Funds;
- Preparation of management letter (if applicable);
- Preparation of Letter to Council;
- Meetings with staff in the planning stage of the audit, execution stage of the audit and at the conclusion of the audit to discuss the audit, financial statements, management letter (if applicable) or any other matters as required;
- Meeting with Council to discuss the audit, financial statements, letter to Council and any other matters as required; and
- Ongoing communication and questions from staff during the year.

Our estimated fees are based on the time expected to complete the audit and is based upon the following assumptions:

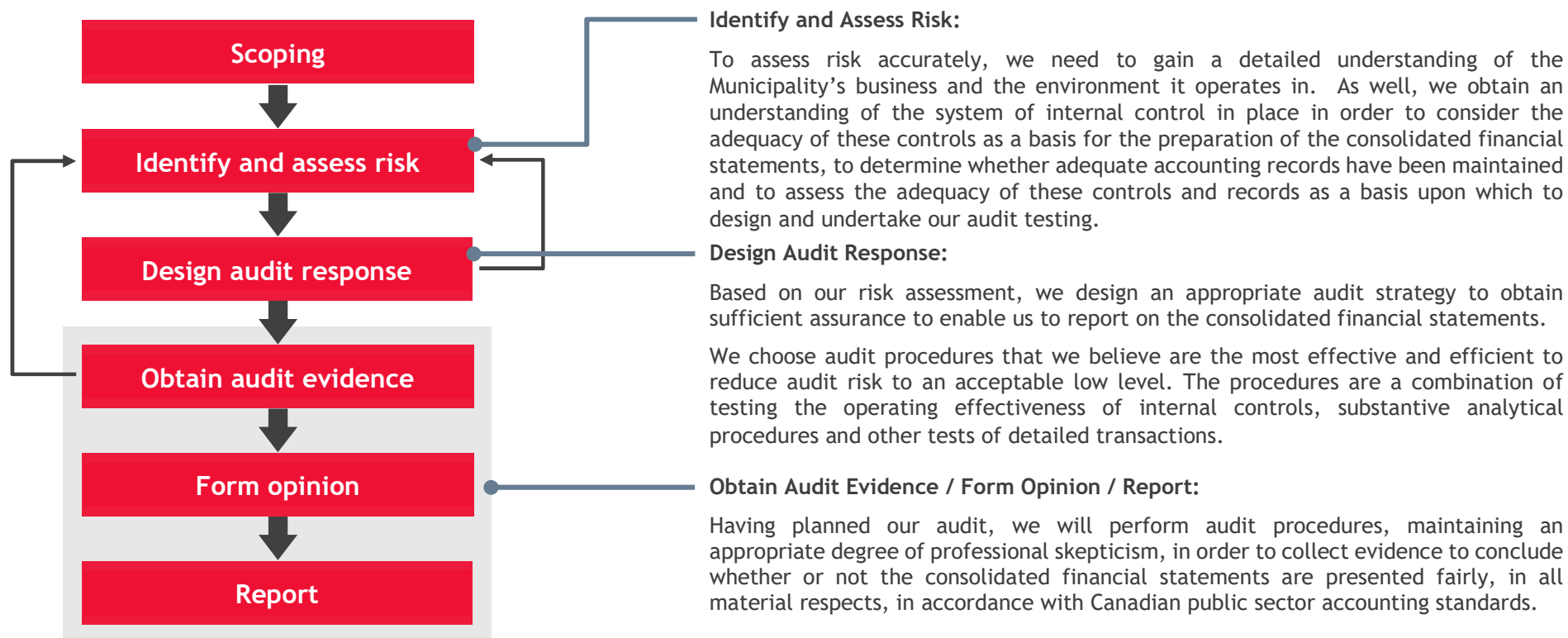
- ▶ We will be provided with the requested audit schedules, working papers and descriptions of accounting systems and processes as detailed in our annual requirements letter upon the commencement of fieldwork;
- ▶ There will be minimal adjusting entries;
- ▶ The accounting for and recording the proportionate consolidation of the Chesley and District Fire Board, SMART and Bruce Area Solid Waste Recycling will be completed; and
- ▶ The nature of the Municipality's operations remain consistent with the prior year and there have been no changes in accounting personnel.

In the event that we incur additional charges or we experience delays in completing the audit, we will advise management.

APPENDIX A: BDO AUDIT STRATEGY

Our overall audit strategy involves extensive partner and manager involvement in all aspects of the planning and execution of the audit and is based on our overall understanding of the Municipality.

We will perform a risk-based audit which allows us to focus our audit effort on higher risk areas and other areas of concern for management and the Members of Council.



APPENDIX B: ENGAGEMENT LETTTER



Tel: 519-376-6110
Fax: 519-376-4741
www.bdo.ca

BDO Canada LLP
1717 2nd Avenue East, 3rd Floor
P.O. Box 397
Owen Sound ON N4K 5P7

November 18, 2019

Corporation of the Municipality of Arran Elderslie
Box 70
1925 Bruce Road 10
Chesley ON N0G 1L0

Dear Sirs/Mesdames:

We understand that you wish for us to continue as the auditors of Corporation of the Municipality of Arran Elderslie for its fiscal year ended December 31, 2019 and subsequent years.

We are pleased to continue as your auditors subject to the terms and conditions of this Agreement, to which the attached Standard Terms and Conditions form an integral part. The definitions set out in the Standard Terms and Conditions are applicable throughout this Agreement. This Agreement will remain in place and fully effective for future years until varied or replaced by another relevant written agreement.

Traci Smith, CPA, CGA, LPA will be the Engagement Partner for the audit work we perform for you. The Engagement Partner will call upon other individuals with specialized knowledge to assist in the performance of services.

Our Role as Auditors

We will conduct our audit(s) in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements ("financial statements") prepared in accordance with Canadian public sector accounting standards are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. Our audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by you, as well as evaluating the overall financial statement presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements, whether by fraud or error, may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

In making our risk assessments, we consider internal control relevant to your preparation and fair presentation of the financial statements 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 your internal controls. However, we will communicate to you concerning any significant deficiencies in internal controls relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate matters required by professional standards, to the extent that such matters come to our attention, to you, those charged with governance and/or Council.



Reporting

Our audit will be conducted on the basis that the financial statements have been prepared in accordance with Canadian public sector accounting standards.

Our independent auditor's report will be substantially in the form set out in Canadian Auditing Standard (CAS) 700. The form and content of our report may need to be amended in the light of our audit findings. If we are unable to issue or decline to issue an audit report, we will discuss the reasons with you and seek to resolve any differences of view that may exist.

Role of Management and Those Charged with Governance

You acknowledge and understand that you have responsibility for:

- (a) the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards. The audit of the financial statements does not relieve you of your responsibilities;
- (b) such internal controls as you determine are necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; and
- (c) providing us with:
 - access, in a timely manner, to all information of which you are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
 - additional information that we may request for the purpose of the audit;
 - unrestricted access to persons within the entity from whom we determine it is necessary to obtain audit evidence;
 - financial and non-financial information (other information) that will be included in document(s) containing financial statements and our audit report thereon prior to the date of our auditor's report. If it is not possible to provide all the other information prior to the date of our auditor's report, you are responsible for provision of such other information as soon as practicable; and
 - written confirmation concerning representations made to us in connection with the audit. If appropriate and adequate written representations are not provided to us, professional standards require that we disclaim an audit opinion.

Financial Statement Services

We will obtain your approval, if during the course of our engagement we:

- (a) prepare or change a journal entry; or
- (b) prepare or change an account code or a classification for a transaction.

These services create a threat to our independence. We, therefore, require that the following safeguards be put into place:

- (a) that you create the source data for all accounting entries;



- (b) that you develop any underlying assumptions for the accounting treatment and measurement of entries; and
- (c) that you review and approve the draft financial statements, including the notes to the financial statements.

Tax Services

Our audit is conducted primarily to enable us to express an opinion on the financial statements. The audit process is not designed to provide us with a full understanding of your tax situation and in particular, to allow us to determine whether the entity has specific tax compliance issues. We understand that you are not looking to BDO to provide you with any guidance or advice in regard to tax planning or compliance.

Additional Services

- Audited Financial Information for the Trust Funds
- Audited Financial Statements for the Chesley and District Fire Board

We are available to provide a wide range of services beyond those outlined in this Agreement. To the extent that any additional services that we provide to you that are not provided under a separate written engagement agreement, the provisions of this Agreement will apply to the services.

Fee Estimation

The estimated fee for this engagement is as follows:

Corporation of the Municipality of Arran-Elderslie	\$37,250
Chesley and District Fire Board	\$ 3,500

We will notify you on a timely basis if there are any circumstances we encounter which could significantly affect our initial estimate of professional fees. If you require assistance with the accounting for and recording the proportionate consolidation of the Chesley and District Fire Board, SMART and Bruce Area Solid Waste Recycling Association we will discuss if additional fees are necessary. For each future year we will issue a Summary of Services providing details of our Services and fees.

Our fees will be invoiced and payable as follows:

- On a monthly basis as the work is performed up to 95% of the audit fee prior to issuance of the audit report; and
- the remaining 5% of the audit fee within 10 days after issuance of the final audit report along with any additional required fees.

We reserve the right to suspend our Services if any of our invoices become delinquent. Fees that are not paid within 30 days of an invoice or by a specified payment deadline will be considered delinquent.



Additional information relating to our fees is provided in the Standard Terms and Conditions.

Standard Terms and Conditions

A copy of our Standard Terms and Conditions is attached as Appendix 1. You should ensure that you read and understand them. The Standard Terms and Conditions include clauses that limit our professional liability.

Please sign and return the attached copy of this Agreement to indicate your agreement with it. If you have any questions concerning this Agreement, please contact us before signing it.


It is a pleasure for us to be of service and we look forward to many future years of association with you.

Yours truly,

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants

Agreement of all the terms and conditions in this Agreement is hereby acknowledged by:

	<i>Treasurer</i>
Signature	Position

<i>Tracey Neifer</i>	<i>January 22, 2020</i>
Name (please print)	Date



Appendix 1 - Standard Terms and Conditions

1. Overview and Interpretation

- 1.1 This Agreement sets forth the entire agreement between the parties in relation to Services and it supersedes all prior agreements, negotiations or understandings, whether oral or written, with respect to Services. To the extent that any of the provisions of the accompanying letter conflict with these Standard Terms and Conditions, these Standard Terms and Conditions shall prevail. This Agreement may not be changed, modified or waived in whole or part except by an instrument in writing signed by both parties.

- 1.2 In this Agreement, the following words and expressions have the meanings set out below:

This Agreement - these Standard Terms and Conditions, the letter to which they are attached, and any supporting schedules or other appendices to the letter, and any Summary of Services letters issued in future years.

Services - the services provided or to be provided under this Agreement

We, us, our, BDO - refer to BDO Canada LLP, a Canadian limited liability partnership organized under the laws of the Province of Ontario

You, your - the party or parties contracting with BDO under this Agreement, including the party's or parties' management and those charged with corporate governance. You and your does not include BDO, its affiliates or BDO Member Firms

BDO Member Firm or Firms - any firm or firms that form part of the international network of independent firms that are members of BDO International Limited

Confidential Information - information that contains identifying features that can be attributed to you or individual personnel

2. BDO Network and Sole Recourse

- 2.1 BDO is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international network of independent member firms (i.e. BDO Member Firms), each of which is a separate legal entity.
- 2.2 We may use other BDO Member Firms or subcontractors to provide Services; however, we remain solely responsible for Services. You agree not to bring any claim or action against another BDO Member Firm (or their partners, members, directors, employees or subcontractors) or our subcontractors in respect of any liability relating to the provision of Services.
- 2.3 You agree that any of our affiliates, subcontractors, and other BDO Member Firms and any subcontractors thereof whom we directly or indirectly involve in providing Services have the right to rely on and enforce Section 2.2 above as if they were a party to this Agreement.

3. Respective Responsibilities

- 3.1 We will use reasonable efforts to complete, within any agreed-upon time frame, the performance of Services.



- 3.2 You shall be responsible for your personnel's compliance with your obligations under this Agreement. We will not be responsible for any delays or other consequences arising from you not fulfilling your obligations.
- 4. Working Papers and Deliverables**
- 4.1 **Ownership** - Any documents prepared by us, or for us, in connection with Services belong solely to us.
- 4.2 **Oral advice and draft deliverables** - You should not rely upon any draft deliverables or oral advice provided by us. Should you wish to rely upon something we have said to you, please let us know and, if possible, we will provide the information that you require in writing.
- 4.3 **Translated documents** - If you engage us to translate any documents, advice, opinions, reports or other work product of BDO from one language to another, you are responsible for the accuracy of the translation work.
- 4.4 **Reliance by Third Parties** - Our Services will not be planned or conducted in contemplation of or for the purpose of reliance by any party other than you and any party to whom the assurance report is addressed. Items of possible interest to a third party will not be addressed and matters may exist that would be assessed differently by a third party, possibly in connection with a specific transaction.
- 4.5 **Consent to use the Report** - Nothing in this Agreement shall be construed as consent to the use of our report in connection with a continuous disclosure document, a public or private offering document, an annual report or any other document and we expressly do not provide such consent. If you request consent for the use of our report, we will consider, at the relevant time, providing consent and any conditions that we may attach to such consent. Our consent must be in writing.
- 4.6 **Consent requests** - In order to provide consent, professional standards require that we read the other information in the related document and consider whether such information is materially inconsistent with the related financial statements. Any consent request must be made on a sufficiently timely basis to allow us to consider your identification and resolution of events occurring in the period since the date of our report, and to obtain updated written representation letters. Such procedures will be performed at your cost and will be documented in a separate engagement letter.
- 5. Confidentiality**
- 5.1 We agree to use Confidential Information provided by you only in relation to the Services in connection with which the information is provided and we will not disclose the information, except where required by law, regulation or professional obligation. We may however, give Confidential Information to other BDO Member Firms or other subcontractors assisting us in providing Services. Any party to whom we subcontract work will be required to keep Confidential Information confidential either by professional obligation or contract with us. Any BDO Member Firms or other subcontractors we use will be bound by the same confidentiality obligations.
- 5.2 BDO shall be entitled to include a description of the work we render to or for you in marketing and research materials and disclose such information to third parties, provided that all such information will be made anonymous and not associated with you. Additionally, we may analyze information on an industry or sector basis for internal



purposes or to provide industry/sector wide information to our clients or potential clients. You consent to our using information obtained from you in this way provided that the outputs therefrom will not contain any identifying features that can be attributed to you.

6. Independence

- 6.1 Professional and certain regulatory standards require us to be independent, in both fact and appearance, with respect to our clients in the performance of our Services. We will communicate to you any relationships between BDO (including its related entities) and you that, in our professional judgment, may reasonably be thought to bear on our independence.

7. Offers of Employment

- 7.1 Any discussions that you, or any party acting on your behalf, have with professional personnel of our Firm regarding employment could pose a threat to our independence. Your recruitment of an engagement team member from the current or prior year's engagement may compromise our independence and our ability to render agreed Services to you. Engagement team members may include current and former partners and staff of BDO, other BDO Member Firms and other firms who work under our direction. Therefore, you agree to inform us prior to any such discussions so that you and we can implement appropriate safeguards to maintain our independence.

8. Professional and Regulatory Oversight

- 8.1 As required by legal, regulatory, or professional authorities (both in Canada and abroad) and by BDO policy, our client files must periodically be reviewed by practice inspectors to ensure that we are adhering to professional and BDO standards. It is understood that by entering into this Agreement, you provide your consent to us providing our files relating to your engagement to the practice inspectors for the sole purpose of their inspection.
- 8.2 Certain regulatory bodies may also have the right to conduct investigations of you, including the Services provided by us. To the extent practicable and permitted by law, we will advise you of any such investigation request or order prior to providing our working papers.
- 8.3 You agree to reimburse us for our time and expenses, including reasonable legal fees, incurred in responding to any investigation that is requested or authorized by you or investigations of you undertaken under government regulation or authority, court order or other legal process.

9. Privacy and Consents

- 9.1 You agree we will have access to all personal information in your custody that we require to complete our engagement. We may collect, use, transfer, store, or process such information disclosed by you of a personal nature (personal information). Our Services are provided on the understanding that:
- (a) you have obtained any consents for collection, use and disclosure to us of personal information required under all applicable privacy legislation; and
 - (b) we will hold all personal information in compliance with our Privacy Statement.



10. Electronic Communications

- 10.1 Both parties recognize and accept the security risks associated with email communications, including but not limited to the lack of security, unreliability of delivery and possible loss of confidentiality and privilege. Unless you request in writing that we do not communicate by internet email, you assume all responsibility and liability in respect of risk associated with its use.
- 10.2 By signing this agreement, you provide BDO with express consent to communicate with you and your employees, as applicable, electronically, including sending BDO newsletters, publications, announcements, invitations and other news and alerts that may be of interest to you. You and your employees may withdraw such consent at any time by contacting BDO at www.bdo.ca/unsubscribe.

11. Limitation of Liability

11.1 In any dispute, action, claim, demand for losses or damages arising out of the Services performed by BDO pursuant to this Agreement, BDO shall only be liable for its proportionate share of the total liability based on degree of fault as determined by a court of competent jurisdiction or by an independent arbitrator as a result of the dispute resolution procedures, notwithstanding the provisions of any statute or rule of common law which create, or purport to create, joint and several liability.

11.2 Our liability shall be restricted to damages of a direct and compensatory nature and shall not include indirect, consequential, aggravated or punitive damages, or damages for loss of profits or expected tax savings, whether or not the likelihood of such loss or damage was contemplated.

[Click here to add the fixed liability cap](#)

[Edit the below paragraph](#)

User has the discretion to remove the fixed cap only if the fees multiple cap is higher than the fixed cap

11.3 You agree that BDO shall not be liable to you for any actions, damages, claims, liabilities, costs, expenses, or losses in any way arising out of or relating to the services performed hereunder for an aggregate amount no more than three times the fees paid by you to BDO in the twelve months preceding the incident giving rise to the claim.

11.4 No exclusion or limitation on the liability of other responsible persons imposed or agreed at any time shall affect any assessment of our proportionate liability hereunder, nor shall settlement of or difficulty enforcing any claim, or the death, dissolution or insolvency of any such other responsible persons or their ceasing to be liable for the loss or damage or any portion thereof, affect any such assessment.

11.5 You agree claims or actions relating to the delivery of Services shall be brought against us alone, and not against any individual. Where our individuals are described as partners, they are acting as one of our members.

12. Indemnity

- 12.1 To the fullest extent permitted by applicable law and professional regulations, you agree to indemnify and hold harmless BDO from and against all losses, costs (including solicitors' fees), damages, expenses, claims, demands or liabilities arising out of or in consequence of:



- (a) a misrepresentation by a member of your management or board of directors, regardless of whether such person was acting in your interest;
- (b) the Services performed by BDO pursuant to this Agreement, unless, and to the extent that, such losses, costs, damages and expenses are found by a court of competent jurisdiction to have been due to the gross negligence of BDO. In the event that the matter is settled out of court, we will mutually agree on the extent of the indemnification to be provided by you, failing which, the matter may be referred to dispute resolution in accordance with the terms of this Agreement.

13. Alternative Dispute Resolution

- 13.1 Both parties agree that they will first attempt to settle any dispute arising out of or relating to this Agreement or the Services provided hereunder through good faith negotiations.
- 13.2 In the event that the parties are unable to settle or resolve their dispute through negotiation, such dispute shall be subject to mediation pursuant to the National Mediation rules of the ADR Institute of Canada Inc. All disputes remaining unsettled for more than 60 days following the parties first meeting with a mediator or such longer period as the parties mutually agree upon shall be subject to arbitration pursuant to the National Arbitration Rules of the ADR Institute of Canada Inc. Such arbitration shall be final, conclusive and binding upon the parties, and the parties shall have no right of appeal or judicial review of the decision. The parties hereby waive any such right of appeal which may otherwise be provided for in any provincial arbitration statute made applicable under the National Arbitration Rules.

14. Limitation Period

- 14.1 You shall make any claim relating to Services or otherwise under this Agreement no later than one year after you became aware or ought reasonably to have become aware of the facts giving rise to any such claim.
- 14.2 You shall in no event make any claim relating to the Services or otherwise under this Agreement later than two years after the completion of the Services under this Agreement.
- 14.3 To the extent permitted by law, the parties to this Agreement agree that the limitation periods established in this Agreement replace any limitation periods under any limitations act and/or any other applicable legislation and any limitation periods under any limitations act and/or any other applicable legislation shall not alter the limitation periods specified in this Agreement.

15. Québec Personnel

- 15.1 We may sometimes have individual partners and employees performing Services within the Province of Québec who are members of the Ordre des comptables professionnels agréés du Québec. Any such members performing professional services hereunder assumes full personal civil liability arising from the practice of their profession, regardless of their status within our partnership. They may not invoke the liability of our partnership as grounds for excluding or limiting their own liability. The provisions in Sections 11 (Limitation of Liability) and 14 (Limitation Period) shall therefore not apply to limit the personal civil liability of partners and employees who are members of the Ordre des comptables professionnels agréés du Québec.



16. Termination

- 16.1 This Agreement applies to Services whenever performed (including before the date of this Agreement).
- 16.2 You or we may terminate this Agreement at any time upon written notice of such termination to the other party. We will not be liable for any loss, cost or expense arising from such termination. You agree to pay us for all Services performed up to the date of termination, including Services performed, work-in-progress and expenses incurred by us up to and including the effective date of the termination of this Agreement.

17. Fees and Billings

- 17.1 Our estimated fee is based on an assumed level of quality of your accounting records, the agreed upon level of preparation and assistance from your personnel and adherence to the agreed-upon timetable. Our estimated fee also assumes that your financial statements are in accordance with the applicable financial reporting framework and that there are no significant new or changed accounting policies or issues or internal control or other reporting issues. We will inform you on a timely basis if these factors are not in place.
- 17.2 Should our assumptions with respect to the quality of your accounting records be incorrect or should the conditions of the records, degree of cooperation, results of audit procedures, or other matters beyond our reasonable control require additional commitments by us beyond those upon which our estimated fees are based, we may adjust our fees and planned completion dates.
- 17.3 Our professional fees will be based on our billing rates which depend on the means by which and by whom our Services are provided. We also will bill you for our out-of-pocket expenses, our administrative charge (described below), and applicable Goods and Services Sales Tax, Harmonized Sales Tax, Quebec Sales Tax and Provincial Sales Tax.
- 17.4 Our administrative charge is calculated as a percentage of our professional fee and represents an allocation of estimated costs associated with our technology infrastructure, telephone charges, photocopying and some support staff time costs.
- 17.5 Our accounts are due when rendered and invoiced amounts are deemed to be earned when paid. BDO may suspend the performance of Services in the event that you fail to pay an invoice when it is due. Interest may be charged at the rate of 12% per annum on all accounts outstanding for more than 30 days.

18. Governing Laws

- 18.1 The terms of our engagement shall remain operative until amended, terminated, or superseded in writing. They shall be interpreted according to the laws of the province or territory in which BDO's principal Canadian office performing the engagement is located, without regard to such province/territory's rules on conflicts of law.

19. Entire Agreement and Survival

- 19.1 This Agreement sets forth the entire agreement between the parties with respect to the subject matter herein, superseding all prior agreements, negotiations or understandings, whether oral or written, with respect to such subject matter. It is understood that this Agreement will not be superseded by any contract with us for other specific services that



are not of the same scope as the Services contemplated in this Agreement, unless the other contract explicitly references this Agreement and an intent to supersede it.

- 19.2 The provisions of this Agreement that give either of us rights or obligations beyond its termination shall continue indefinitely following the termination of this Agreement. Any clause that is meant to continue to apply after termination of this Agreement will do so.

20. Force Majeure

- 20.1 We will not be liable for any delays or failures in performance or breach of contract due to events or circumstances beyond our reasonable control, including acts of God, war, acts by governments and regulators, acts of terrorism, accident, fire, flood or storm or civil disturbance.

21. Assignment

- 21.1 No party may assign, transfer or delegate any of the rights or obligations hereunder without the written consent of the other party or parties. BDO may engage independent contractors and BDO Member Firms to assist us in performing the Services in this Agreement without your consent.

22. Severability

- 22.1 If a court or regulator with proper jurisdiction determines that a provision of this Agreement is invalid, then the provision will be interpreted in a way that is valid under applicable law or regulation. If any provision is invalid, the rest of this Agreement will remain effective.

Version: 201909

APPENDIX C: INDEPENDENCE LETTER



Tel: 519 376 6110
Fax: 519 376 4741
www.bdo.ca

BDO Canada LLP
1717 2nd Avenue E, Third Floor
PO Box 397
Owen Sound ON N4K 5P7 Canada

February 22, 2021

Members of Council
Municipality of Arran-Elderslie

Dear Members of Council:

We have been engaged to audit the consolidated financial statements of the Municipality of Arran-Elderslie (the "Municipality") for the year ended December 31, 2020.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the Municipality and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, we have considered the applicable legislation and relevant rules and related interpretations prescribed by the appropriate provincial institute/order, covering such matters as:

- Holding a financial interest, either directly or indirectly in a client;
- Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- Economic dependence on a client; and
- Provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since July 13, 2020, the date of our last letter.

We are aware of the following relationships between the organization and us that, in our professional judgment, may reasonably be thought to have influenced our independence. The following relationships represent matters that have occurred from July 13, 2020 to February 15, 2021.

- We have provided advice and comments to management regarding financial statement measurement, presentation and disclosure matters.
- We have provided assistance in the preparation of the consolidated financial statements, including adjusting journal entries and/or bookkeeping services. These services created a self-review threat to our independence since we subsequently expressed an opinion on whether the consolidated financial statements presented fairly, in all material respects, the financial position, results of operations and cash flows of the organization in accordance with Public Sector Accounting Standards.



We, therefore, required that the following safeguards be put in place related to the above:

- Management provided us with a trial balance prior to completion of our audit.
- Management created the source data for all the accounting entries.
- Management reviewed advice and comments provided and undertook their own analysis considering the Municipality's circumstances and generally accepted accounting principles.
- Management reviewed and approved all journal entries prepared by us, as well as changes to financial statement presentation and disclosure.
- Someone other than the preparer reviewed the proposed journal entries and consolidated financial statements.

We hereby confirm that we are independent with respect to the Municipality within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of Ontario as of February 22, 2021.

This letter is intended solely for the use of the Members of Council, management and others within the Municipality and should not be used for any other purposes.

Yours truly,

BDO Canada LLP

BDO Canada LLP
Chartered Professional Accountants, Licensed Public Accountants

APPENDIX D: RESPONSIBILITIES

It is important for the Members of Council to understand the responsibilities that rest with the Municipality and its management, those that rest with the external auditor, and the responsibilities of those charged with governance. BDO's responsibilities are outlined below and within the engagement letter (see Appendix B).

AUDITOR'S ENGAGEMENT OBJECTIVES

Our overall objective is to express an opinion as to whether the consolidated financial statements present fairly, in all material respects, the financial position, financial performance and cash flows of the Municipality in accordance with Canadian public sector accounting standards.

Year-End Audit Work	Year-Round Work
<ul style="list-style-type: none">▶ Work with management towards the timely issuance of consolidated financial statements and tax returns.▶ Provide timely and constructive management letters. This will include deficiencies in internal control identified during our audit.▶ Present significant findings to the Members of Council including key audit and accounting issues, any significant deficiencies in internal control and any other significant matters arising from our work.	<ul style="list-style-type: none">▶ Consult regarding accounting, tax and reporting matters as requested throughout the year.

AUDITOR'S RESPONSIBILITIES FOR DETECTING FRAUD

We are responsible for planning and performing the audit to obtain reasonable assurance that the consolidated financial statements are free of material misstatements, whether caused by error or fraud, by:

- ▶ Identifying and assessing the risks of material misstatement due to fraud;
- ▶ Obtaining sufficient and appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and
- ▶ Responding appropriately to fraud or suspected fraud identified during the audit.

The likelihood of not detecting a material misstatement resulting from fraud is higher than the likelihood of not detecting a material misstatement resulting from error because fraud may involve collusion as well as sophisticated and carefully organized schemes designed to conceal it.

Fraud Risk Assessment Procedures

- ▶ Management's assessment of the risk that the consolidated financial statements may be materially misstated due to fraud, including the nature, extent and frequency of such assessments;
- ▶ Management's process for identifying and responding to the risks of fraud in the Municipality, including any specific risks of fraud that management has identified or that have been brought to its attention, or classes of transactions, account balances, or disclosures for which a risk of fraud is likely to exist;
- ▶ Management's communication, if any, to those charged with governance regarding its processes for identifying and responding to the risks of fraud in the Municipality; and
- ▶ Management's communication, if any, to employees regarding its view on business practices and ethical behaviour.



Response to Assessed Fraud Risks

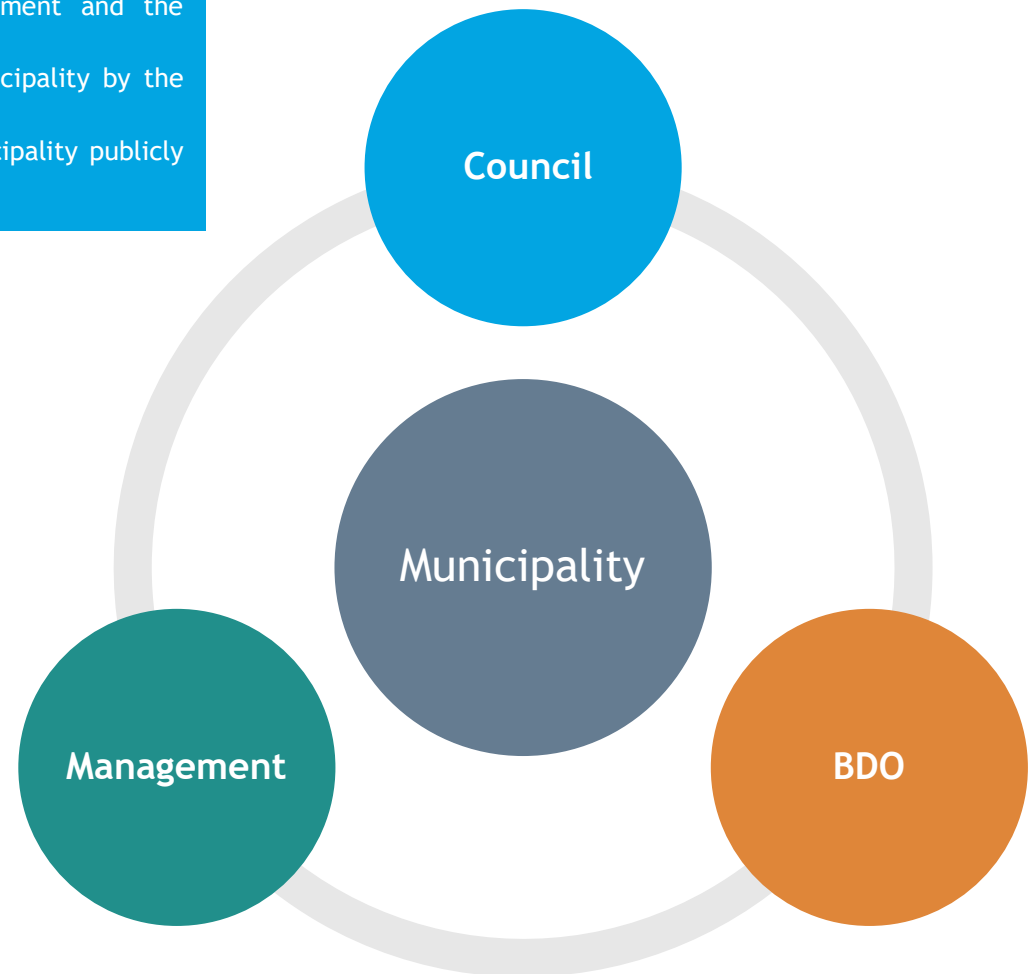
- ▶ Inquire of management, the Members of Council, and others related to any knowledge of fraud, suspected fraud or alleged fraud;
- ▶ Perform disaggregated analytical procedures and consider unusual or unexpected relationships identified in the planning of our audit;
- ▶ Incorporate an element of unpredictability in the selection of the nature, timing and extent of our audit procedures; and
- ▶ Perform additional required procedures to address the risk of management's override of controls including:
 - Testing internal controls designed to prevent and detect fraud;
 - Testing the appropriateness of a sample of adjusting journal entries and other adjustments for evidence of the possibility of material misstatement due to fraud;
 - Reviewing accounting estimates for biases that could result in material misstatements due to fraud, including a retrospective review of significant prior years' estimates; and
 - Evaluating the business rationale for significant unusual transactions.

COUNCIL'S RESPONSIBILITIES

- ▶ Oversee the work of the external auditor engaged for the purpose of issuing an independent auditor's report.
- ▶ Facilitate the resolution of disagreements between management and the external auditor regarding financial reporting matters.
- ▶ Pre-approve all non-audit services to be provided to the Municipality by the external auditor.
- ▶ Review the consolidated financial statements before the Municipality publicly discloses this information.

MANAGEMENT RESPONSIBILITIES

- ▶ Maintain adequate accounting records and maintain an appropriate system of internal control for the Municipality.
- ▶ Select and consistently apply appropriate accounting policies.
- ▶ Prepare the annual consolidated financial statements in accordance with Canadian public sector accounting standards.
- ▶ Safeguard the Municipality's assets and take reasonable steps for the prevention and detection of fraud and other irregularities.
- ▶ Make available to us, as and when required, all of the Municipality's accounting records and related financial information.



APPENDIX E: BDO RESOURCES

Outlined below is a summary of certain BDO resources which may be of interest to the Members of Council.

PSAB PUBLICATIONS

The Municipality applies Canadian Public Sector Accounting Standards (PSAB). If the Municipality would like additional information about the accounting standards or about upcoming changes please see the website below and review the BDO publications available to our clients. Publications relevant for the Municipality would include the following:

- “Public Sector Accounting Standards Update 2020” which provides you with details on recent changes to PSAB Standards.

<https://www.bdo.ca/en-ca/insights/assurance-accounting/psas/public-sector-accounting-standards-update-2020/>

- “PSAS at a Glance” which provides you with details on PSAB Standards.

<https://www.bdo.ca/en-ca/insights/assurance-accounting/psas/psas-at-a-glance/>

TAX BULLETINS, ALERTS AND NEWSLETTERS

BDO Canada’s national tax department issues a number of bulletins, alerts and newsletters relating to corporate federal, personal, commodity, transfer pricing and international tax matters.

For additional information on tax matters and links to archived tax publications, please refer to the following link: [Tax Library | BDO Canada](#)



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

February 22, 2021

SRW.21.06

SUBJECT: Award Request for Proposal for 2021 Quad or Double Cab
Half Ton 4x4 Truck

PURPOSE:

To award the Request for Proposals for the purchase of a new Half Ton 4x4 Truck

RECOMMENDATION(S):

WHEREAS the award of contract for the supply and delivery on two (2) 2021 Quad or Double Cab Half Ton 4x4 Truck as outlined in the specifications has been recommended by the Works Manager in Report SRW.21.06;

Therefore, Be It Resolved, That Council hereby;

- 1) Receive the Report SRW.21.06 dated February 22, 2021 from the Manager of Public Works regarding the Award Request for Proposal for Double Cab Half Ton 4x4 Trucks; and
- 2) Award the quotation for the supply and delivery of two (2) 2021 Double Cab Half Ton 4x4 Trucks to the lowest proponent meeting specification to Hallman Motors (Morrows Sales and Service) in the amount of \$38,080 each (excluding applicable taxes), being financed from Account Number 02-3407-7052 – Materials-Vehicles & Equipment and 02-3633-7052 Water/Sewer.

Submitted by:

Scott McLeod

Scott McLeod
Public Works Manager

Reviewed by:

Christine Fraser-McDonald

Christine Fraser-McDonald
Clerk

Reviewed by:

Bill Jones

Bill Jones
CAO

On January 28, 2021, the Manager of Public Works sent out three (3) invitations to respond to one (1) Requests for Proposals to supply one (1) 2021 Quad or Double Cab Half Ton 4x4 Truck.

Three (3) quotations were received at the Municipal Office on February 11th, 2021. The following chart illustrates the quotation prices received:

PICK-UP

SUPPLIER	VEHICLE	TENDER AMOUNT
Morrows Sales & Service (Hallman Motors)	2021 Chevrolet Silverado Double Cab 4x4	\$ 38,080.00
Rankin's Garage & Sales (Arthur Chrysler)	2021 RAM 1500 Quad Cab 4x4 SXT	\$ 38,796.00
Bud Rier Chevrolet	2021 Chevrolet Silverado Double Cab 4x4	\$ 40,712.80
	Last Double Cab 4x4 Truck Purchase 2020	\$ 32,536.00

Note: Above prices are exclusive of all applicable taxes.

BACKGROUND:

The Initial RFP sent out the end of January was just for one pick-up truck. Based on the Water Financial Plan, the addition of a new Water/Sewer staff and the known shortage of new trucks. This report would like to authorize the purchase of two trucks at this time. One truck would be for Public Works and the other one for the Water/Sewer Department. Morrows have indicated that two new trucks of the same specifications could be supplied.

Council in the past have bought two trucks from the same RFP. Purchasing a new truck from each supplier or bidder based on the two lowest bids. This could be another option for Council.

FINANCIAL:

The following funds have been set aside in the 2021 Municipal Capital Budget under Vehicles & Equipment and the Water Financial Plan under Capital Projections:

Replace Pick-up Truck	02-3407-7052	\$ 45,000
Replace 2009 Pick-up Truck	02-3633-7052	\$ 45,000

CONCLUSION:

Council approve the recommendations in report SRW.21.06 dated February 22, 2021.



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

February 22, 2021

SRW.21.07

SUBJECT: Municipal Innovation Council – Waste Management Review

PURPOSE:

The Council of Arran-Elderslie receives the report generated by the Municipal Innovation Council for a Waste Management Services Review prepared by Dillion Consulting Limited.

RECOMMENDATION(S):

Be It Resolved that Council hereby:

- 1) Receive the report SRW.21.07 Waste Management Services Review prepared by Dillion Consulting Limited; and
- 2) THAT Council supports the further review with the senior leaders of the MIC membership for details on the implementation plan.

Submitted by:

Reviewed by:

Reviewed by:

Scott McLeod

Christine Fraser-McDonald

Bill Jones

Scott McLeod
Public Works Manager

Christine Fraser-McDonald
Clerk

Bill Jones
CAO

BACKGROUND:

The Municipal Innovation Council consists of seven of the eight Municipalities in Bruce County. In January of 2020 the MIC received a grant application from the Municipal Modernization Program for a Waste Management Review. The Request for Proposal was accepted by Dillion Consulting Limited in March 2020.

Throughout 2020 Dillion engaged with Municipal staff and stakeholders to establish details contained within the final report. The final report was submitted to the MIC in mid-January 2021. The report contains 25 recommendations along

with a timeline for implementation suggestions.

The following are the recommendations made by Dillion with the associated timeline:

1. Implement disposal site efficiencies: 2025
2. Enhance municipal collaboration and partnership: 2022
3. Increase opportunities for reuse and sharing participation: 2024
4. Lead by example of 3R initiatives and policies: 2024
5. Explore C&D waste diversion initiatives: 2025
6. Explore LEED design incentives associated with the C&D waste management for new development approvals and permits: 2026
7. Update County Waste Management Strategy Master Plan: 2022
8. Expand MHSW program: 2025
9. Transfer diversion programs to County's responsibilities: 2027
10. Transfer waste collection to County responsibilities: 2027
11. Implement County organics collection program: 2024
12. Determine processing options for County organics: 2023
13. Transfer all waste management roles to Bruce County: 2027
14. Municipality determines their long-term waste disposal needs: 2022
15. Verify monitoring and reporting data: 2022
16. Identify resources required at the County Level to administer and manage any new County waste management roles: 2025
17. Update P&E messaging to current issues: 2023
18. Implement best practices on P&E delivery: 2023
19. Conduct a business review of BASWR: 2021
20. BASWR management structure review and update: 2022
21. Develop a template for municipalities to report to BASWR: 2022
22. Use weight based data instead of estimates: 2023
23. Explore shared weigh scale potential partnerships: 2023
24. Prepare current state financials in preparation for decision making for transition: 2021
25. Internally assess EPR scenarios and expanded blue box program: 2021

FINANCIAL/ OTHER IMPLICATIONS:

No Financial or other implications due to this report at this present time.

CONCLUSION:

That Council support Report SRW.21.07 with a resolution based on the recommendations.

APPENDIX:

MIC Waste Management Service Review



MUNICIPAL INNOVATION COUNCIL

Waste Management Services Review

Final Report

Delivered by electronic mail

January 20, 2021

Municipal Innovation Council
Town of Saugeen Shores
600 Tomlinson Drive, Box 820,
Port Elgin ON
N0H 2C0

Attention: Jessica Linthorne
Director, Strategic Initiatives

Re: MIC Solid Waste Management Services Review – Final Report

Dear Jessica,

Dillon Consulting Limited (Dillon) is pleased to provide this report which summarizes the information collected as part of the Municipal Innovation Council (MIC)'s Solid Waste Management Services Review.

Through this report we believe that we have efficiently collected information on best practices and the participating municipalities' existing programs to provide a foundation for developing options that will enhance and improve the current waste management programs available to residents. This strategic review considered current and future community needs based on information collected from participating municipalities and government legislation and policies.

Thank you for this opportunity to assist you with this important assignment. We look forward to discussing this report and the next steps of the review.

Sincerely,

DILLON CONSULTING LIMITED



Alida Kusch
Project Manager

Our file: 20-2896



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51 Breithaupt Street
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Telephone
(519) 571-9833
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(519) 571-7424

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- B Reviewed Jurisdictions

References

Acronyms, Abbreviations, Definitions

3Rs - Reduce, Reuse and Recycle - also, more recently: Rethink, Recover and Refuse.

AD - Anaerobic Digestion; a type of organics processing facility that produces biogas (methane) and digestate

AMO - Association of Municipalities of Ontario

AMR - Annual Monitoring Report; landfill reports

BASWR - Bruce Area Solid Waste Recycling

BB - Blue Box

BIAs - Business Improvement Associations

BRA - Bluewater Recycling Association

Bruce County - County

C&D - Construction and Demolition waste sector; also includes renovation waste

CCME - Canadian Council of Ministers of the Environment

CEPA - Canadian Environmental Protection Act

CIF - Continuous Improvement Fund

Datacall – The annual Ontario reporting process, overseen by RPRA (formerly Waste Diversion Ontario - WDO), that collects annual costs and tonnes managed by Ontario municipal waste and recycling programs. The Datacall calculates diversion rates for each municipality and results are used to assign Blue Box funding allocation to each reporting municipality.

Dillon – Dillon Consulting Limited

ECA - Environmental Compliance Approval (formerly Certificate of Approval, CoA); waste site permit requirement by Ontario MECP

EPR - Extended Producer Responsibility; policy for Ontario Blue Box program also referred to as IPR or Individual Producer Responsibility

GAP - Generally Applied Principles; Datacall calculation methodology used to calculate diversion rates for Ontario municipalities

H&S - Health and Safety

IC&I – Industrial, Commercial and Institutional waste sector

KWMC - Kincardine Waste Management Centre

LEED - Leadership in Energy and Environmental Design

LYW - Leaf and Yard Waste; typically refers to residential leaf and garden waste

M3RC - Municipal 3Rs Collaboration

MECP - Ontario Ministry of Environment, Conservation and Parks; formerly MECC- Ministry of Environment and Climate Change

MHSW - Municipal Hazardous Special Waste

MIC - Municipal Innovation Council

MRF - Material Recycling Facility; facility for sorting recyclables for sale to end market processors

MSW - Municipal Solid Waste

MWP - Mixed Waste Processing; a disposal technology option that sorts garbage from low quality recoverable materials

NFP - Not For Profit

OCWA - Ontario Clean Water Association

OWMA - Ontario Waste Management Association

P&E - Promotion and Education

PAYT - Pay as you throw

PDO - Public drop off

PS - Polystyrene

RPRA - Resource Productivity and Recovery Authority; formerly Waste Diversion Ontario (WDO) who oversees Ontario diversion program and annual Datacall reporting. Acts under the MECP.

RRCEA – Resource Recovery and Circular Economy Act; legislation under the MECP in Ontario

RSC - Regional Service Commissions

SO – Stewardship Ontario

SSO - Source Separated Organics; kitchen waste

SUPs - Single Use Plastics

SWANA - Solid Waste Association of North America

SWMP - Solid Waste Management Plan

TS - Transfer Station

WDA - Waste Diversion Act

WDO - Waste Diversion Ontario

WEEE - Waste Electronic and Electrical Equipment

WFOA – Waste Free Ontario Act: legislation under the MECP in Ontario

Executive Summary

The Municipal Innovation Council (MIC) is a collaborative pilot project aimed to collaborate with member municipalities to identify opportunities for greater operational efficiency and provide recommended next steps to interested parties. The three-year program is intended to focus on waste management, transportation, e-services and climate change/adaptability.

The MIC recently received funding through the Municipal Modernization Program to complete a solid waste management service review. The goal of this project is to review waste management services in seven municipalities to determine more efficient ways to deliver waste management services. This includes assessing current waste management systems and comparing them with best practices to generate ideas that reduce the amount of waste ending in landfills in the participating municipalities which include the following:

- Arran-Elderslie
- Brockton
- Huron-Kinloss
- Kincardine
- Northern Bruce Peninsula
- Saugeen Shores
- South Bruce

The municipalities listed in this service review are a part of Bruce County (the County) which is home to over 66,000 residents. It is noted that Northern Bruce Peninsula was added to this study after the tender process and Southern Bruce Peninsula, which is also located within the County, decided not to join the study.

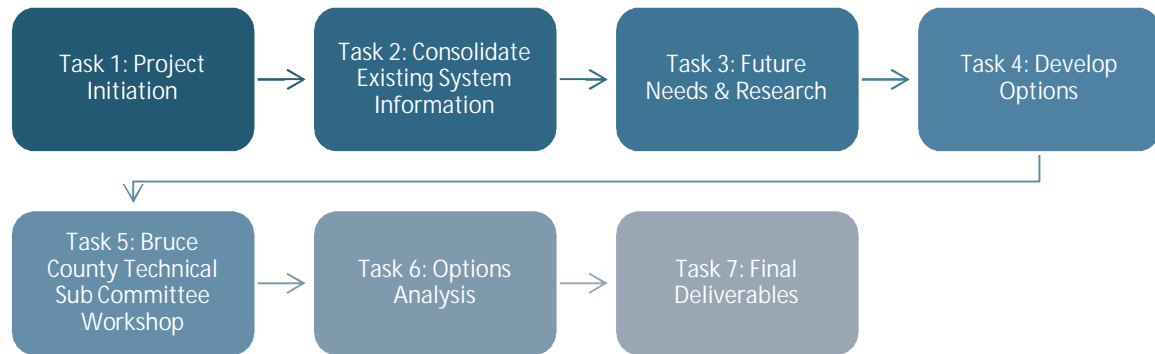
In 2020, Dillon Consulting Limited (Dillon) was engaged by the MIC to conduct a waste management service review to determine options to enhance and improve the current waste management programs available to its residents. During the tender process, it was noted that there is a desire at both the municipal and county level to maximize the use of existing landfill site capacity. The strategic review considered current and future community needs which required consideration of several factors, including the following:

- Review of the existing waste collection system and processes by local municipality;
- Identification of noted local challenges, including low/sporadic participation, seasonal residents, cross-contamination, predator attraction and illegal disposal;
- Engaging stakeholders involved in waste management to provide insight on potential recommendations;
- Understanding of the potential impacts to relevant and proposed legislative changes and provide flexibility in the strategy to adapt to future changes that are currently not defined (i.e., Blue Box Program Plan);

- Identifying reasonable and potential options for waste management services, including opportunities for municipalities to collaborate together; and
- Identification of potential cost savings or cost sharing measures.

The project approach and methodology is highlighted below.

Project Approach and Methodology



Task 1: Project Initiation

The project kick-off meeting was attended by representatives from each of the participating municipalities. During the meeting, the project scope was presented and requests for waste management data and reports were made by Dillon.

Task 2: Consolidate Existing System Information

Focused, interactive information gathering interviews were held with select representatives of each of the participating municipalities which included staff having a connection to waste management planning and operations. Selected representatives were identified in consultation with the MIC project lead. The discussions focused on the following items:

- Description of waste management services provided;
- Roles and responsibilities of staff and contractors with respect to waste management including level of effort and associated costs;
- Identification of current public education and user awareness efforts;
- Strengths and challenges of existing practices;
- Suggested improvements to current challenges and/or best practices from other jurisdictions;
- Opportunities and/or concerns with the elements of a waste management service review; and
- Opportunities for municipalities to collaborate together.

Elected Officials were provided the opportunity to provide feedback on the study. A brief questionnaire was distributed to participating municipal elected officials by the MIC's Project Manager.

Task 3: Future Needs and Research

Dillon completed an analysis on the data received of existing information and interviews with municipalities to determine high level solid waste management needs common to MIC municipalities in the County. A jurisdictional review of waste management approaches for six comparable Ontario municipal jurisdictions was completed. The six preferred jurisdictions by the MIC for this study were all located in South Eastern Ontario and included the following jurisdictions:

- Oxford County;
- Grey County (Including Southgate, Chatsworth and Georgian Bluffs);
- City of Guelph;
- District of Muskoka;
- Peterborough County; and
- Wellington County.

Best practices were identified from the jurisdictional review.

A high level review of trends in the waste management industry was reviewed based on current and proposed solid waste management regulation and policies impacting municipal solid waste management operations in Ontario and Canada. These trends were considered in the development of potential options to support alignment with potential future regulatory changes in waste management. The trends included:

- Full Extended Producer Responsibility (EPR);
- Food and Organic Waste Framework;
- Circular Economy; and
- Additional waste material designations in the Waste Free Ontario Act (WFOA).

Task 4: Develop Options

With an understanding of the MIC municipalities' current position and future needs and trends, a list of high level options that could fulfill the needs identified was developed. Waste management needs include the following services and operations:

- Facilities and Infrastructure;
- Collection;
- Diversion and Waste Reduction;
- Policy and Regulations;
- Promotion and Education;
- Compliance and Enforcement; and
- Performance, Targets, Data, Monitoring and Reporting.

Task 5: Bruce County Technical Sub-Committee Workshop

Following discussion with the Bruce County Technical Sub-Committee workshop the high level options were refined down to 25 options. During the meeting a list of draft criteria to evaluate each of the

options was also confirmed, which included draft triple bottom line criteria (financial impacts, environmental impacts and social impacts).

Task 6: Options Analysis

Using the criteria confirmed by the Bruce County Technical Sub-Committee and MIC, and the high level rationale for each of the confirmed options, Dillon proposed which options the MIC may consider to pursue. The overall financial, environmental and social impacts as well as the opportunity for service efficiencies are reflected in the proposed recommended waste management options.

Based on the results of the options evaluation all of the options are recommended for the MIC to pursue. The recommendations consider the overall financial, environmental and social impacts as well as the opportunity for service efficiencies. It also reflects further feedback that was provided by the MIC. However, there are several recommendations that are identified as more of a priority for the County as another option(s) is contingent of the completion of that option, or the option coincides with changes to a program, or the options is a key component to County's long-term waste management priorities. All of the options and their recommended timeline for implementation have been identified below in the table below. Items that are identified as priority have been highlighted.

Recommendations and Timeline for Implementation

#	Option	Timeline for Implementation
1	Implement disposal site efficiencies	2025
2	Enhance municipal collaboration and partnership	2022
3	Increase opportunities for reuse and sharing participation	2024
4	Lead by example of 3R initiatives and policies	2024
5	Explore C&D waste diversion initiatives	2025
6	Explore LEED design incentives associated with C&D waste management for new development approvals and permits	2026
7	Update County Waste Management Strategy Master Plan	2022
8	Expand MHSW program	2025
9	Transfer diversion programs to County's responsibilities	2027
10	Transfer waste collection to County's responsibilities	2027
11	Implement County organics collection program	2024
12	Determine processing options for County organics	2023
13	Transfer all waste management roles to Bruce County	2027
14	Each municipality determines their long-term waste disposal needs	2022
15	Verify monitoring and reporting data	2022
16	Identify resources required at the County level to administer and manage any new County waste management roles	2025
17	Update P&E messaging to current issues	2023
18	Implement best practices on P&E delivery	2023
19	Conduct a business review of BASWR	2021
20	BASWR management structure review and update	2022
21	Develop a template for municipalities to report to BASWR	2022

#	Option	Timeline for Implementation
22	Use weight based data instead of estimates	2023
23	Explore shared weigh scale potential partnerships	2023
24	Prepare current state financials in preparation for decision making for transition	2021
25	Internally assess EPR scenarios and expanded blue box program	2021

This study has provided a comprehensive insight into developing potential options for consideration with the goal of achieving efficiencies in current and future waste services provided to residents. Pooling of resources and partnerships among MIC municipalities could be the basis of starting discussions among interested parties leading to formal partnerships and terms of agreements. Following discussions with municipal staff and elected officials in Bruce County, the MIC should begin to implement priority options that have received municipal and county approval. Progress should be monitored and reported back by the MIC to municipalities and the County.

Introduction

The Municipal Innovation Council (MIC) is a collaborative pilot project aimed to collaborate with member municipalities to identify opportunities for greater operational efficiency and provide recommended next steps to interested parties. The three-year program is intended to focus on waste management, transportation, e-services and climate change/adaptability.

The MIC recently received funding through the Municipal Modernization Program to complete a solid waste management service review. The goal of this project is to review waste management services in seven municipalities to determine more efficient ways to deliver waste management services. This includes assessing current waste management systems and comparing them with best practices to generate ideas that reduce the amount of waste ending in landfills in the participating municipalities which include the following:

- Arran-Elderslie
- Brockton
- Huron-Kinloss
- Kincardine
- Northern Bruce Peninsula
- Saugeen Shores
- South Bruce

The municipalities listed in this service review are a part of Bruce County (the County) which is home to over 66,000 residents. It is noted that Northern Bruce Peninsula was added to this study after the tender process and Southern Bruce Peninsula, which is also located within the County, decided not to join the study.

In 2020, Dillon Consulting Limited (Dillon) was engaged by the MIC to conduct a waste management service review to determine options to enhance and improve the current waste management programs available to its residents. During the tender process, it was noted that there is a desire at both the municipal and county levels to maximize the use of existing landfill site capacity. The service review considered current and future community needs which required consideration of several factors, including the following:

- Review of the existing waste collection system and processes by local municipality;
- Identification of noted local challenges, including low/sporadic participation, seasonal residents, cross-contamination, predator attraction and illegal disposal;
- Engaging stakeholders involved in waste management to provide insight on potential recommendations;
- Understanding of the potential impacts to relevant and proposed legislative changes and provide flexibility in the strategy to adapt to future changes that are currently not defined (i.e., Blue Box Program Plan);

- Identifying reasonable and potential options for waste management services, including opportunities for municipalities to collaborate together; and
- Identification of potential cost savings or cost sharing measures.

1.1 Objectives

With reference to the RFP for this assignment, as well as discussions held with MIC representatives during the initial stages of the project, the key objectives of this assignment were as follows:

- Consolidate information on current solid waste management services and funding mechanisms within the seven participating municipalities and Bruce County;
- Engage MIC representatives to address noted data gaps and identify current service delivery challenges and future sustainability concerns;
- Identify “best practice” approaches from other relevant jurisdictions to address identified vulnerabilities of the MIC’s existing service model;
- Develop and evaluate candidate options to mitigate vulnerabilities towards providing a sustainable, diversion-based solid waste management program that can enable the MIC with finding service efficiencies; and
- Provide a roadmap for moving forward to achieve the MIC’s goals.

1.2 Limitations

This study is limited to reviewing the current municipal solid waste (MSW) management services and operations for the participating municipalities, their Blue Box partnership with Bruce Area Solid Waste Recycling (BASWR) and the upper-tier municipality, Bruce County. For this study, solid waste refers to MSW generated or produced by its residents and commercial sector businesses or institutions that a municipality or the County may service. This study's scope does not include waste from the following sources:

- Municipal sources such as wastewater treatment plants that produce sewage sludge or biosolids. Sludge or biosolids waste streams are typically managed under the waterworks utility of the municipality.
- Nuclear waste, or include the Bruce Power Site, which is in Kincardine.
- Liquid waste or hazardous waste, except for the provincial mandated Municipal Hazardous and Special Waste (MHSW) collection program operated by Bruce County. MHSW includes household hazardous waste material such as paints & stains, household cleaners, pharmaceuticals, propane tanks, antifreeze, fluorescent lights, fire extinguishers, used oil, oil filters, fertilizers, pesticides, aerosols, solvents, fuel and pool chemicals.

The outcomes of this study are based on data and information received from the participating MIC municipalities, BASWR, Bruce County and municipalities contacted for best practices. Data presented in municipal reports or obtained from municipal staff and/or elected official in interviews and surveys are presented as received without discretion.

2.0 Background

2.1 Background to the Service Review

The MIC is a collaborative pilot project aimed to find and implement efficiencies in municipal service delivery. Recently, the MIC received funding through the Municipal Modernization Program to complete a solid waste management service review.

In 1995, Bruce County completed and implemented a Solid Waste Management Master Plan. The plan provided an inclusive strategy for existing landfill capacity and waste diversion. The responsibility for the implementation of the plan and the administration of the waste management system is shared between the County and the local municipalities as per County Bylaw No. 3544, No. 3545 and No. 3546. As each municipality is responsible for waste collection and disposal services, either through the local municipal services or by private contract, each solid waste management system is unique. All landfills are owned and operated by the local municipality.

Each municipality provides weekly garbage collection and bi-weekly collection of recycling (with exception to Northern Bruce Peninsula that provides weekly recycling collection); however, the collection days vary by municipality. Some municipalities provide collection services on only two days per week, where some municipalities collect four days per week. Additionally, the day that recycling is collected is not always the same day that garbage is collected for many of the municipalities. Households do not receive organics (food scraps) or leaf and yard waste collection; however, leaf and yard waste can be brought to a landfill where it is composted to be used on-site for cover material (where available). Several municipalities sell backyard composters to residents at cost.

In addition to the curbside recycling collection program, residents can recycle a variety of materials at their local landfills. Materials include blue bin materials (those accepted curbside), waste electronics, polystyrene, tires, scrap metal and white goods, shingles and drywall, household batteries, fluorescent lights and film plastic. Some municipalities also have reuse centres. The County also manages the MHSW collection program throughout the County, which included 16 collection events in 2018.

2.2 Municipalities Included in the Review

This review was completed for the seven partners of the MIC and the Northern Bruce Peninsula. As previously indicated, the Town of South Bruce Peninsula was invited to participate; however, they declined participation in the study and therefore was not interviewed. Note that the Town of Saugeen Shores recently completed their own municipal Long-Term Waste Management Plan¹ by GM Blue Plan Engineering on December 9, 2019 which supersedes the one completed in 2011. This report was

¹ <https://www.southbrucepeninsula.com/en/town-hall/resources/Waste-Management-Plan-Final-December-2019.pdf>

completed and received by Council in October 2020. Bruce County and BASWR were also consulted in the preparation of this review.

Current populations of the participating municipalities are provided in Table 1. The population of Bruce County is approximately 66,500 and the participating municipalities represent 87% of the County's population.

Table 1: Current Population of Participating Municipalities

Municipality	Population*
Arran-Elderslie	6,803
Brockton	9,461
Huron-Kinloss	7,069
Kincardine	11,389
Northern Bruce Peninsula	3,999
Saugeen Shores	13,715
South Bruce	5,639
Total	58,075

* Statistics Canada 2016 Data

2.2.1

Study Goals and Outcomes

During municipal interviews, discussed further in Section 3.2, municipalities were asked to outline their goals and intended outcomes of this study which is summarized in Table 2).

Table 2: Study Goals and Outcomes – per Municipality and County

Municipality	MIC Goals and Outcomes
Arran-Elderslie	<ul style="list-style-type: none"> • Create more diversion and recycling programs • Provide direction on the future of the Blue Box Program • Increase recycling participation • Consistency with recyclable materials among municipalities (e.g. Polystyrene)
Brockton	<ul style="list-style-type: none"> • More efficient ways to manage solid waste management • Any cost saving measures • Implement a composting program • Collaboration and partnerships with other municipalities to share programs and resources • Markets for recyclables are reducing and need a more effective recycling program
Huron-Kinloss	<ul style="list-style-type: none"> • More efficient ways to manage solid waste management • Increase diversion • Collaboration and partnerships with other municipalities to share programs and resources • Want the County to take over logistics, contracts and subject expertise of waste
Kincardine	<ul style="list-style-type: none"> • Increase diversion • Collaboration and partnerships with other municipalities to share programs and resources

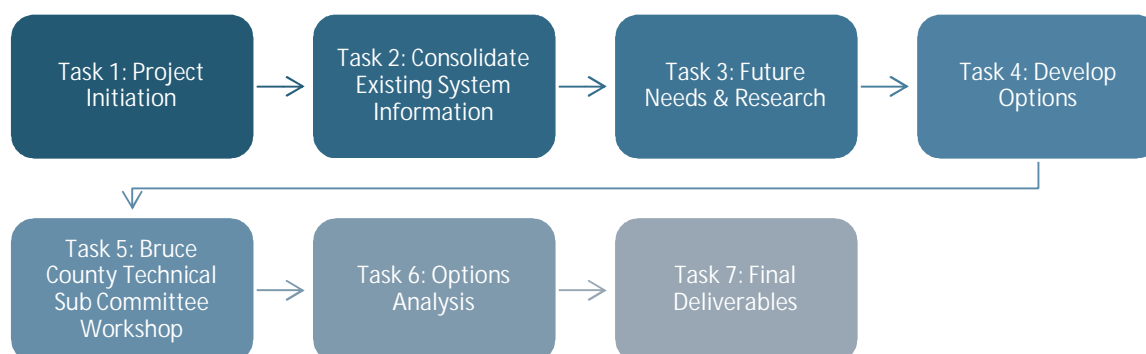
Municipality	MIC Goals and Outcomes
	<ul style="list-style-type: none"> County to take on a larger role in waste management Require segregated loads of drywall and asphalt from IC&I and C&D customers More diversion within local small business and restaurants
Northern Bruce Peninsula	<ul style="list-style-type: none"> County to take on a larger role in waste management Set up some landfills as transfer stations More convenient collection date for seasonal residents (most only stay for the weekend and collection is on Monday) More staffing resources
Saugeen Shores	<ul style="list-style-type: none"> County to take on a larger role in waste management Provide direction on the future of the Blue Box Program More efficient ways to manage solid waste management
South Bruce	<ul style="list-style-type: none"> Consistency with recyclable materials (e.g. Polystyrene) among municipalities Provide direction on the future of the Blue Box Program
Bruce County	<ul style="list-style-type: none"> Planning for the future Determining opportunities, economies of scale and availability of resources

3.0

Approach to the Review

The project was completed in seven tasks. The project tasks and approach is highlighted below in Figure 1. Each task is described in the subsections below.

Figure 1: Project Approach and Methodology



3.1

Compilation of Information

The project kick-off meeting was attended by representatives from each of the participating municipalities. During the meeting, the project scope was presented and requests for waste management data and reports were made by Dillon. After municipal and County data and reports were compiled, Dillon reviewed the received solid waste management information which included the following:

- 2017 to 2019 tonnage and financial data for all services;
- RPRA Datacall reports;
- Regional and municipal annual waste reports;
- Existing contract agreements;
- Associated regulations and bylaws; and
- High level maps for main services (e.g., MRF, landfill).

All reports received from each of the participating municipalities are listed in the References section. Reports and data were summarized in a working document for each municipality to identify any data gaps or clarifications needed during the interviews (discussed in Section 3.2).

3.2

Municipal Interviews and Surveys

Focused, interactive information gathering interviews were held with select representatives of each of the participating municipalities which included staff having a connection to waste management planning

and operations. Selected representatives were identified in consultation with the MIC project lead. The discussions focused on the following items:

- Description of waste management services provided;
- Roles and responsibilities of staff and contractors with respect to waste management including level of effort and associated costs;
- Identification of current public education and user awareness efforts;
- Strengths and challenges of existing practices;
- Suggested improvements to current challenges and/or best practices from other jurisdictions;
- Opportunities and/or concerns with the elements of a waste management service review; and
- Opportunities for municipalities to collaborate together.

More specifically, the conversations asked the following questions:

- What are your goals for this MIC study?
- What are your current challenges with respect to solid waste management?
- What are the biggest hurdles to overcome?
- What is currently working, what is not working?
- What needs some improvement?
- What would help to increase participation with your programs?
- What is the current political climate for change / adoption of new strategies?
- What is the relationship like with neighbouring municipalities?
- Are there any shared resources (now or in the past)?
- How are seasonal residents communicated with?
- What do you typically hear about from residents?
- How many staff are dedicated to solid waste?
- How are you intending to or how have you transitioned towards the new provincial IPR programs for Tires, MHSW/HHW, Electronics and Blue Box programs? What has/will change for you?
- What are the COVID-19 impacts to waste management system?

Interviews were scheduled over a two-week timeframe in June 2020. Due to the covid-19 pandemic, meetings were held virtually. Dillon completed interviews with seven participating municipalities, the County and BASWR.

The interviews and attendees included the following:

- Huron Kinloss, June 11: Mary Rose Walden – CAO, John Yungblut - Director Public Works
- Arran- Elderslie, June 11: Scott McLeod - Manager of Public Works,
- Bruce County, June 12: Matt Meade - Strategic Initiatives Specialist, Kerri Meier – former Environment Coordinator
- Saugeen Shores, June 15: Amanda Froese - Director, Infrastructure and Development, Colin Saunders - Manager, Environmental Services
- Kincardine, June 17: Adam Weishar - Director of Public Works

- Brockton, June 18: Sonya Watson -CAO, John Strader - Roads Supervisor, Cally Mann - Municipal Executive Coordinator, Gregg Furtney - Director of Operations
- South Bruce, June 18: Leanne Martin - CAO/Clerk
- Northern Bruce Peninsula, June 19: Troy Cameron – PW Manager, Kiersten Thompson – PW Administration
- BASWR, June 25: Karrie Drury - Controller

3.2.1 Elected Official Consultation

Elected Officials were provided the opportunity to provide feedback on the study. A brief questionnaire was distributed to participating municipal elected officials by the MIC's Project Manager in June 2020 which included the following questions:

- What are the municipality's goals for this study? What outcomes would you like to see?
- What are the municipality's current challenges with respect to solid waste? What are the biggest hurdles to overcome?
- What is working well with respect to solid waste?
- What ideas and opportunities for improvement should be considered in the Solid Waste Service Review that could benefit the municipality and Bruce County municipalities?

Responses were received from Elected Officials representing Arran-Elderslie and Saugeen Shores. Feedback is provided in Section 5.0.

3.3 Future Needs and Research Methodology

Dillon completed an analysis on the data received of existing information and information obtained through interviews with municipalities to determine high level solid waste management needs common to MIC municipalities in the County. A jurisdictional review of waste management approaches for six comparable Ontario municipal jurisdictions was completed. Best practices were identified from the jurisdictional review. The methodology to the jurisdictional review and best practices is provided below in Section 3.3.1 and the results are provided in Section 6.0.

In addition, a high level review of trends in the waste management industry was documented in order to consider options that align with potential future changes (e.g., Extended Producer Responsibility, Food and Organic Waste Framework, circular economy and additional material designation).

3.3.1 Jurisdictional Review

The aim of the jurisdictional review was to identify established waste management approaches and best practices that:

- Foster waste diversion;
- Provide effective residential services; and
- Enable the efficient and sustainable use of resources while managing costs.

The information acquired from the data, reports and interviews with MIC and municipal staff participants was reviewed to identify potential areas for improvement throughout the County. Based on those areas that fit the context of this assignment and met anticipated growth and future trends, a list of waste management services, programs and approaches for the jurisdictional review was compiled. In order to select which jurisdictions were to be included in the MIC service review, the following were considered:

- Population;
- Seasonal population;
- Population Density (/km²);
- Regional approach to services;
- RPRA Datacall municipal grouping (#5) Rural Regional;
- Waste diversion rate (%);
- Central landfill site for disposal;
- Multiple depot and transfer stations;
- Organics (food, leaf and yard waste) collection program or ban;
- Distance to recyclable materials' end markets; and
- EPR Blue Box program.

A summary table of the 25 municipal jurisdictions considered for the review, along with their high level relevant waste management approaches, are included in Appendix A.

3.3.1.1 Short List Selection

Dillon provided the list of 25 potential jurisdictions to the MIC project team for their input. The MIC and Dillon selected six for the jurisdictional review. The six jurisdictions were all located in South Eastern Ontario and included the following jurisdictions:

- Oxford County;
- Grey County (Including Southgate, Chatsworth and Georgian Bluffs);
- City of Guelph;
- District of Muskoka;
- Peterborough County; and
- Wellington County.

Dillon gathered public information regarding each jurisdictions' municipal solid waste management services and program from websites, RPRA and publicly available reports. Dillon confirmed findings and built on to Dillon's research through follow-up interviews with each jurisdiction.

3.3.2 Best Practices Identified from the Jurisdictional Review

In addition to the jurisdictional review research, best practices and/or innovative approaches to managing municipal solid waste was researched by accessing publically-available sources such as

studies, articles and reports completed by the Continuous Improvement Fund (CIF), Resource Productivity and Recovery Authority (RPRA), Ontario Waste Management Association (OWMA), Solid Waste Association of North America (SWANA), Council meeting minutes and industry media articles.

Based on the above data sources and information compiled from the jurisdictional review for the six selected municipalities and Counties, several common solid waste management best practices and approaches were identified. The best practices identified considered the following factors:

- Provincial and national best practices;
- Recommendations to reduce the volume of waste to landfills including building and construction industry waste;
- Cost savings and/or potential cost sharing measures; and
- Strategies to support efficient waste management.

The identified best practices are presented in Section 6.0.

3.3.3 Future Trends in Waste Management

A high level review of trends in the waste management industry was reviewed based on current and proposed federal and provincial solid waste management regulation and policies impacting MSW management operations. These trends were considered in the development of potential options to support alignment with potential future regulatory changes in waste management including:

- Full Extended Producer Responsibility (EPR);
- Food and Organic Waste Framework;
- Single-Use Plastics;
- Circular Economy; and
- Additional waste material designations in the Waste Free Ontario Act (WFOA).

A high level review of future waste management trends is presented in Section 4.0. Future waste management needs and gaps are presented in Section 7.0.

3.4 Options

With an understanding of the MIC municipalities' current position and future needs and trends, a list of high level options that could fulfill the needs identified was developed. Waste management needs include the following services and operations:

- Facilities and Infrastructure;
- Collection;
- Diversion and Waste Reduction;
- Policy and Regulations;
- Promotion and Education;
- Compliance and Enforcement; and

- Performance, Targets, Data, Monitoring and Reporting.

Informational and data sources referenced in the development of the options included the following:

- Review of reports from participating municipalities;
- Interactive information gathering interviews with MIC municipalities;
- Existing waste management services identified in the jurisdictional reviews; and
- Findings from research on provincial and national best practices and innovative approaches to managing waste.

The options were grouped into six category types. Initially, a long-list of 21 potential program options was proposed to the MIC. A final list of 26 potential options were discussed and developed in collaboration with MIC representatives during a virtual workshop held in August 2020. Note that five of the 26 options were added by the MIC during the workshop. Based on MIC feedback, one option was eliminated from the proposed option list. All 25 final options were selected for high level evaluations.

3.4.1 Option Evaluation

A list of draft criteria to evaluate each of the options was developed in advance of the August workshop conducted by the Dillon team with the MIC and County representatives, discussed further in Section 8.0. The draft triple bottom line criteria included:

- Financial impacts;
- Environmental impacts; and
- Social impacts.

The purpose of the workshop was to seek input from the MIC representative to finalize the criteria to carry forward to provide high level rationale for each option. The criteria for evaluation were developed in collaboration with MIC representatives during the virtual workshop in August and finalized during a September 2020 meeting. The 25 options were evaluated by Dillon initially, followed by review and feedback by the MIC representative. Evaluation results and feedback from MIC representatives was provided to Dillon in November 2020. The list of 25 options, evaluation criteria and the evaluation results are presented in **Section 8.0**.

3.5 Recommendations

Using the criteria confirmed during the workshop, and the high level rationale for each of the confirmed options, Dillon proposed which options the MIC may consider to pursue. The overall financial, environmental and social impacts as well as the opportunity for service efficiencies are reflected in the proposed recommended waste management options. A suggested timeline, by year, for planning purposes as a roadmap is provided. The recommendations are presented in Section 9.0.

4.0 Waste Management Trends and Policy Framework

There are a number of solid waste management industry trends and policies that currently have or will have an impact on municipal waste management planning in Ontario. A brief overview of these trends and policies are presented in the following subsections.

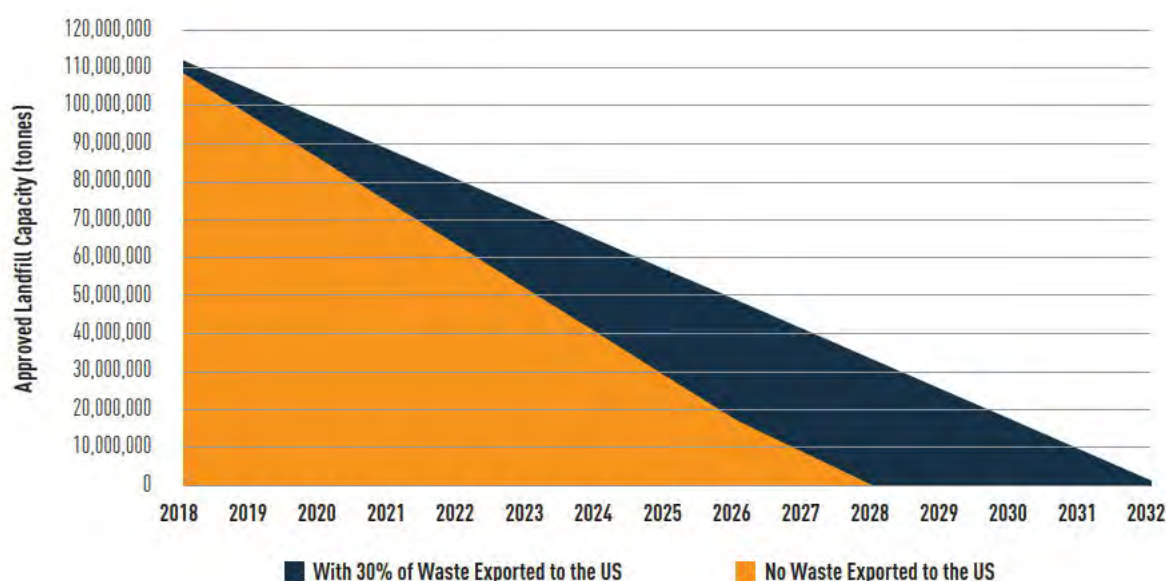
4.1 Ontario Landfill Capacity

The availability of disposal capacity in Ontario is limited, as demonstrated by the Ontario Waste Management Association's (OWMA) report² on the State of Waste in Ontario: Landfill Report (December 2018). OWMA's second Landfill Report, provides accurate and timely data on the capacity of Ontario's public and private sector landfills to serve Ontario's waste disposal needs. The OWMA's dataset includes just over 800 active landfill sites in Ontario. Almost 65% of the sites are municipal and have almost 123 million tonnes of capacity remaining (with the majority of capacity being in Southern Ontario) noting that all but one of these sites has restrictions on where waste can be received from within Ontario.

Based on population growth, and assuming a constant waste generation rate per capita, the Province's remaining landfill capacity is expected to be depleted within 12 years, by 2032. Or, should the US border close to Ontario waste, this capacity is estimated to be depleted within 10 years, or by 2028. This forecast is anticipated to have changed as a result of the impacts of the COVID-19 pandemic on waste generation patterns. Medical waste has increased as well as residential waste streams resulting from people staying home and conversely lower commercial waste streams due to business closures. Waste generation patterns will continue to shift as the economy restarts. The Canada-United States border has remained open for essential services and trade during the pandemic; however, any border closures would quickly use up the remaining landfill capacity in Ontario. Figure 2 highlights Ontario's remaining landfill capacity based on current approved landfill capacity.

² www.owma.org/articles/2019-owma-landfill-report

Figure 2: Ontario's Remaining Landfill Capacity



Source: State of Waste in Ontario: Landfill Report (December 2018)

An increasing percentage of the remaining landfill capacity in Ontario is being concentrated in a small number of the largest landfill sites. Based on OWMA's database, Ontario's remaining landfill capacity is held by only seven sites, or 56% of the total. The study suggests that as the smaller landfill sites close, more waste will need to be managed by larger landfill sites.

4.2

Federal

In addition to federal legislations, the federal government's intent to ban select single-use plastics will have an impact on Bruce County. These are described in the following subsections.

4.2.1

Federal Legislation

The following federal legislations may be applicable to how waste is managed in Bruce County:

- The Canadian Environmental Assessment Act;
- The Canadian Environmental Protection Act;
- The Transportation of Dangerous Goods Act;
- Canadian Council of Ministers of the Environment:
 - Canada-Wide Action Plan on Zero Plastic Waste, Phase1, 2019;
 - Strategy on Zero Plastic Waste, 2018;
 - Composability Standard and Certification Protocol, 2010;
 - Canada-wide Action Plan for Extended Producer Responsibility, 2009;
 - Canada-wide Strategy for Sustainable Packaging, 2009;
- National Pollution Release Inventory;

- Federal Climate Change Policy; and,
- Canadian Food Inspection Agency.

4.2.2 Federal Policies

4.2.2.1 Single-Use Plastics

On June 10, 2019, the federal government announced its intent to pursue a ban on select single-use plastics (SUPs), which would largely mirror the ban currently being implemented by jurisdictions in the European Union. On October 7, 2020 the Federal Minister of Environment and Climate Change announced their statutory direction on single-use plastics in Canada. The goal will be to ban the listed items by the end of 2021, and conclude a pathway to develop further regulations with the provinces and territories within the next one to two years. Citing the need to consult, the government will be soliciting feedback on a “discussion paper” until December 9, 2020. The finalized regulations would come into effect at the end of 2021.

The discussion paper introduces three primary tactics to reduce plastic pollution:

- Banning certain harmful single-use plastics (SUPS) by enacting regulation that targets sources of plastic pollution through the Canadian Environmental Protection Act (CEPA), 1999. The “plastic manufactured items” identified:
 - Plastic checkout bags;
 - Stir sticks;
 - Six-pack rings;
 - Cutlery;
 - Straws; and
 - Food service ware made from problematic plastics, such as expanded polystyrene (PS).
- Establishing performance standards that includes recycled content requirements. The Government of Canada has set a 50% recycled content target in plastic products by 2030. Through CEPA, require recycled content in plastics and packaging includes:
 - Minimum percentage of recycled content that producers would need to meet;
 - Rules for measuring and reporting to evaluate a product’s conformity with recycled content claims; and
 - Guidelines and tools to support compliance.
- Ensuring end-of-life responsibility.

These potential plastic bans align with the efforts of the Canadian Council of Ministers of the Environment’s (CCME) Strategy on Zero Plastic Waste and the National Zero Waste Council’s focus on Product Design and Packaging. Both leading national organizations are also committed to supporting a Canada-wide shift from a “take-make-dispose” economy to a circular economy.

The federal government intends on working with the provinces, territories, and industry to advance EPR to be consistent, comprehensive, and transparent nationally on topics such as:

- Developing national guidance, through the CCME, that includes common material categories and product definitions;
- Performance standards to guide reuse and recycling programs;
- Options to encourage innovation and reduce costs; and
- Standard monitoring and verification approaches.

At the time of this report, the world is experiencing the global pandemic caused by COVID-19, which has increased the amount of SUPs generated due to health and safety concerns.

4.3 Provincial

Subsections below highlight the provincial legislations and policies that impact how waste is managed within Bruce County as well as policies and guidelines such as Food and Organic Waste Policy and Made-In Ontario Environment Plan.

4.3.1 Provincial Legislation

The following is the key provincial legislation that may be applicable to how waste is managed in Bruce County:

- Ontario Environmental Assessment Act;
- Ontario Environmental Protection Act;
 - Regulation 101/07: Waste Management Projects;
 - Regulation 101/94: Recycling and Composting of Municipal Waste;
 - Regulation 102/94: Waste Audits and Waste Reduction Work Plans;
 - Regulation 103/94: Industrial, Commercial and Institutional Source Separation Programs;
- Waste-Free Ontario Act, 2016 (Bill 151)
 - Waste Diversion Transition Act, 2016;
 - Resource Recovery and Circular Economy Act, 2016;
- Ontario Green Energy Repeal Act, 2018;
- Ontario Municipal Act;
- Ontario Water Resources Act;
- Safe Drinking Water Act;
- Pesticides Act;
- Ontario Building Code Act;
- Ontario Planning Act;
- The Development Charges Act;
- Ontario Provincial Offences Act;
- Ontario Highway Traffic Act;
- Food and Organic Waste Policy Framework, 2018;

- Preserving and Protecting our Environment for Future Generations: A Made-In-Ontario Environmental Plan, 2018;
 - Discussion Paper: Reducing Litter and Waste in Our Communities.

4.3.2 Provincial Policies

The following subsections describe the province's current policies that impact how waste is managed within Bruce County.

4.3.2.1 Food and Organic Waste Policy Statement

The Food and Organic Waste Policy Statement, was issued under the Resource Recovery and Circular Economy Act - Section 11, in 2016, and provides direction to provincial ministries, municipalities, industrial, commercial and institutional (IC&I) establishments, and the waste management sector to increase reduction and resource recovery of food and organic waste. To reduce food and organic waste, the province has issued the Food and Organics Waste Policy Statement that will:

- Educate people about the importance of preventing and reducing food and organic waste;
- Expand green bin or similar collection systems in large cities and to relevant businesses;
- Set food and organic waste reduction and recovery targets of between 50% and 70%;
- Help more businesses, condos and apartment buildings across the province collect food and organic waste; and
- Help rescue surplus food from grocery stores, restaurants and hotels.

Ontario's Food and Organic Waste Policy Statement, sets a policy direction for the Province for food and organic waste. It is a legal document providing direction to public and private parties on "waste reduction and resource recovery through preventing and reducing food waste, effectively and efficiently collecting and processing food and organic waste, and reintegrating recovered resources back into the economy." It states that certain sectors must ensure that they act in a manner that is consistent with the policy statement when engaging in actions related to resource recovery and waste reduction. The Policy must be cross-referenced and considered alongside other existing policies, e.g., Environmental Protection Act; Planning Act; Environmental Assessment Act; Water Resources Act; etc.

The Statement references the Ontario Food Recovery Hierarchy, which provides the following priorities in order of importance:

- Reduce: prevent or reduce food and organic waste at the source;
- Feed People: safely rescue and redirect surplus food before it becomes waste; and
- Recover Resources: recover food and organic waste to develop end products for beneficial reuse.

Resource recovery means the extraction of useful materials or other resources from things that might otherwise be waste, including reuse, recycling, reintegration, regeneration or other activities. This includes the collection, handling, and processing of food and organic waste for beneficial uses.

Beneficial use means the use of recovered food and organic waste to recover nutrients, organic matter, or moisture to improve soil fertility, soil structure, or to help build soils where they do not exist.

Part II: How to read the Policy Statement states: “Section 14 of the Resource Recovery and Circular Economy Act, 2016 requires amendments to official plans, zoning by-laws, other by-laws and prescribed instruments related to waste reduction and resource recovery where necessary to ensure consistency with policy statements.”

Policy Statement – Targets and Recover Resources from Food and Organic Waste

The Policy Statement has policy directions and targets for each of the single-family residential, multi-residential, IC&I sectors. The following summarizes the policy's diversion percentage targets and timelines of food and organics by each sector's generator of relevance to municipalities:

- Municipalities that provide source separated food and organic waste collection shall maintain or expand these services to ensure residents have access to convenient and accessible collection services. Other collection methods, such as directing disposal streams to mixed waste processing, may be used to support the collection of additional materials.
Target: 70% waste reduction and resource recovery of food and organic waste generated in urban settlement areas by 2023.
- Multi-unit residential buildings shall provide collection of food and organic waste to their residents. Source separation is preferred, but alternatives to collecting this stream may be used if it demonstrates that Provincial targets can be met. Best practices need to be implemented, and buildings need to promote and educate residents to increase participation. Target: 50% **waste reduction and resource recovery generated at the building by 2025.**
- The Statement provides direction to certain groups under the industrial and commercial sectors (e.g., retail, office, restaurants, hotels, motels, large manufacturing) based on the quantity of food and organic waste generated each week. **Target: ranges from 50% to 75% waste reduction and resource recovery, depending on the quantity of food and organic waste generated in the facility by 2025.**
- Educational institutions and hospitals, subject to O.Reg. 103/94, that generate more than 150 kg of food and organic waste per week shall source separate that stream. Target: 70% waste **reduction and resource recovery generated in the facility by 2025.**

In April 2018, the Ministry of the Environment and Climate Change (since changed to the Ministry of the Environment, Conservation and Parks - MECP) released Ontario's Food and Organic Waste Framework. The Framework document identified 17 action items focused on reducing the quantity of compostable organic materials being directed to disposal facilities. Most notable was the identification of the year 2022 as an anticipated start date to phase in a potential organics disposal ban in the Province of Ontario.

Policy Update

To date, the MECP has not updated the timeline nor consultation on the proposal organics landfill ban; however, on September 30, 2020, the Minister announced that the provincial government is consulting on the expansion of materials that should be collected in green bins. The Ontario government is currently seeking public input on its proposal to reduce the amount of food and organic waste going to landfills. Proposed amendments to the Food and Organic Waste Policy Statement would clarify and expand the types of materials that should be collected by municipalities in green bins and encourage innovation in the processing of compostable products.

Proposed changes to the policy statement would:

- Clarify and expand the types of materials that may be collected in municipal green bins and other collection systems, including certain compostable products and packaging such as certified compostable coffee pods.
- Support consumers and businesses in making better decisions about packaging and food waste and spur innovation in the management and processing of compostable products, for example, through technology updates, research, and piloting.
- Reduce waste from going to landfill.

The province is also working with municipalities, businesses and institutions to identify ways they can improve the tracking and reporting of their efforts to meet waste reduction and diversion targets.

4.3.2.2

Circular Economy and Zero Waste

One of the important components of the new Waste Free Ontario Act is the declaration of 17 specific “provincial interests” (Part 1 of the Act) that serve as the framework for policies to be developed by the Ministry of Environment, Conservation and Parks (MECP). These “interests” are consistent with circular economy and zero waste thinking including:

- Minimize greenhouse gas emissions;
- Increase the durability, reusability and recyclability of products and packaging;
- Minimize the need for waste disposal;
- Increase the reuse and recycling of waste across all sectors of the economy; and
- Hold persons who are most responsible for the design of products and packaging responsible for the products and packaging at the end of life.

On November 29, 2018, the Minister of the Environment, Conservation and Parks presented its government’s [“Made-in-Ontario Environment Plan”](#). This new plan retains a circular economy perspective and outlines four main areas of environmental action:

- Help protect our air land and water;
- Address litter and reduce waste;
- Support Ontarians to do their share in reducing GHGs; and,
- Help communities and families prepare for climate change.

The guiding principles of a circular economy are to keep resources in the economy as long as possible by recirculating them back into the economy through recycling, refurbishing or repurposing. It is a shift in systems thinking, from linear systems (make – use – waste) to closed loop systems (make – reduce – use – reuse – remake). In the area of reducing waste (and addressing litter), two specific actions were identified:

- **Reduce plastic waste** by: working with other provinces/territories and the federal government to develop a waste strategy to reduce plastics waste including micro plastics to lakes and rivers (e.g. include the Great Lakes national/international agreements) and improve national standards that address recyclability and labelling for plastic products and packaging to reduce the cost of recycling.
- Make producers responsible for the waste generated from their products and packaging by moving Ontario's existing waste diversion programs to the producer responsibility model. This will provide relief for taxpayers and make producers of packaging and products more efficient by better connecting them with markets that recycle what they produce. Individual producer responsibility is a cornerstone of this plan.

4.3.2.3 Producer Responsibility

On June 1, 2016, the Ontario Legislature passed Bill 151, the Waste-Free Ontario Act, 2016^[1] (WFOA). WFOA replaced the Waste Diversion Act, 2002 (WDA) with a new producer responsibility framework that makes producers individually responsible and accountable for their products and packaging at end-of-life. Under this regime, producers become directly accountable for recovering resources and reducing waste as required by regulation. WFOA set a new course for waste diversion in Ontario and this new course is resulting in changes in the way local and regional municipalities in Ontario may deliver some waste management services in the future.

In addition to the transition of the Blue Box Program to a regime of Individual Producer Responsibility (IPR), three other material programs were selected for transition prior to the Blue Box Program: Used Tires, Waste Electrical & Electronics Equipment (WEEE) and MHSW. The Blue Box Program transition is expected to be the most complex and time-consuming. The transition of Used Tires, WEEE and MHSW is in different stages of progress or completion.

Blue Box Program

For the last several years, there has been discussions and movement towards full producer responsibility for the Blue Box program in Ontario. On August 15, 2019, the Minister of the Environment made a three-part announcement to "Improve Recycling and Tackle Plastic Waste."³ First, to move Ontario forward immediately by issuing direction to Stewardship Ontario (SO) outlining the next steps and timelines to transitioning the program to producer responsibility, starting in 2023. Secondly, over the

³ <https://news.ontario.ca/ene/en/2019/08/ontario-announces-next-steps-to-improve-recycling-and-tackle-plastic-waste.html>

coming year, to begin consultations and develop regulations to support the new producer responsibility framework. And thirdly, to work with municipalities to begin transferring responsibility for their programs to producers starting January 1, 2023 with complete transfer finished by December 31, 2025. The following schematic (Figure 3) presents the timeline for the Blue Box Program transition.

Figure 3: Timeline for the Blue Box Program Transition



The MECP subsequently undertook a process to develop the new Blue Box regulations under the RRCEA. Municipal input was coordinated through the Association of Municipalities of Ontario (AMO) and the Municipal 3Rs Collaboration (M3RC). Municipalities were also requested by AMO to pass Council resolutions indicating their preferred timing to transition the blue box program to IPR. Municipal (and joint) working group meetings were scheduled by MECP staff through to July 2020 to address issues such as: the scope of producer responsibility under the new regulations; common collection system considerations; transition and target issues; and other core policy components.

On October 19, 2020 the MECP announced its proposed producer responsibility regulation for the new Blue Box system in Ontario. The proposed regulation makes producers responsible for providing collection services to local communities, managing blue box materials, and establishing targets to increase diversion rates, tackle plastic waste and protecting the environment. The MECP is consulting with stakeholders and accepting feedback until December 3, 2020, before finalizing the regulations by early 2021.

The proposed regulation identifies the producers responsible for the scope of blue box designated materials that must be diverted and enables the producers to contract with producer responsibility organizations (PROs) to meet their blue box regulatory requirements. The proposed regulation would include printed paper, packaging, and non-alcoholic beverage containers, and expand collection requirements to include the following additional materials commonly put in blue boxes by residents:

Unprinted paper;

- Single-use packaging-like products, such as foils, wraps, trays, boxes, bags; and
- Single-use items relating to food and beverage products such as straws, cutlery, plates, stir sticks.

The proposed regulation under the RRCEA would:

- Maintain or improve existing blue box services, including creating one common curbside blue box collection system across Ontario;
- Expand blue box services to:
 - Communities outside the Far North, regardless of their population;
 - Additional sources, such as multi-unit residential buildings, schools, retirement homes, long-term care homes and some public spaces;
 - Make producers responsible for meeting management requirements for blue box materials, such as diversion targets.

The proposed regulation would not:

- Impact existing deposit return initiatives operated for alcohol beverage containers; and
- Require producers to provide blue box services in the IC&I sectors (beyond additional sources mentioned above).

As noted earlier, this process will culminate with transitioning the existing Blue Box Program from January 1, 2023 to December 31, 2025 to a full producer responsibility regulatory framework. The proposed regulation lists BASWR transitioning in the last year (2025).

Potential Impact of Transition to IPR for Blue Box PPP

There are a number of issues to be considered and resolved over the next few months regarding the details of the final regulation for Ontario's new Blue Box and its transition to IPR for Printed Paper and Packaging (PPP) materials. All stakeholders have an opportunity to participate in these discussions. As noted above, AMO and M3RC are actively working together to represent and communicate municipal interests with regard to critical Blue Box Program issues. What follows below is a brief assessment of some of the most important issues that the AMO, MECP and producers are working to address through the new regulations.

1. Multiple PROs and Program Plans.

IPR under a new Blue Box Regulation can be expected to look quite different as compared to the current Blue Box system in Ontario. It is not yet known what framework will be used, through which producers will be obligated, and therefore whether there will be any conditions in place for municipal participation. The new blue box program plan would be written by the producers and approved by the MECP through RPRA.

Based on the experience to date with the Ontario tire program (the first program in the province to transition), it is possible (if not likely) that more than one PRO will be formed for PPP. Ontario municipalities are not expected to have a right of first refusal; but, there might be competing offers from more than one PRO for PPP materials. Competing PROs for PPP would likely change the Blue Box Program in Ontario significantly.

2. Targets and Transition

The issue of setting targets - both their granularity (e.g. for different types plastics for example) and the level (how much of a “reach” will new targets require?) - are critical issues to be considered as part of the new Blue Box regulatory development process for PPP materials. The current BC EPR system for PPP is based on a province-wide collection target. The current Ontario Blue Box system reports (through RPRA) on recyclable materials marketed. AMO and M3RC recommended a “European-style” of new reporting where recycling activities are based on what is utilized back into new products (discounting process losses and contamination).

Targets that are sufficiently aggressive (and increasing over time) can be an incentive under a new IPR program for producers to expand services beyond what is currently offered. The new system should support continuous improvement and innovation. No targets should be in place during the “transition phase”, with the first set of targets planned for 2026, with more aggressive goals planned for 2030. The list of materials accepted should be consistent across the province and expanded to meet resident expectations.

Program transition will occur over the 2023-2025 period.

3. Materials and Sources for PPP

One of the keys to the success of BC’s transition to full EPR for PPP over 5 years ago was the decision to select a broad and common set of materials for recycling across the province. The decision by Recycle BC, the non-profit organization responsible for PPP in BC, to have glass collected separately, was a challenge for many existing curbside programs. The decision to have polystyrene foam and plastic film (and glass in some places) collected through (staffed) depots was built on a pre-existing and wide network of drop off centres that were already in place to collect deposit beverage containers and other obligated products in BC, such as computers, paint and household hazardous wastes. A similar staffed drop off network could be a challenge to replicate in Ontario since the current LCBO/Beer Store beverage deposit programs in the province are quite limited in scope.

AMO and M3RC are both supporting an expanded and common set of materials for Ontario across the province. They also called for a long list of eligible sources for collection – e.g. including seasonal households, senior and long-term care residences, schools, depots at landfills, public spaces and campgrounds. Producers will suggest restricting the inclusion of new sources. In BC, pressure from regional municipalities - especially in less populated areas - to include small business and “packaging-like” materials in the new 5 year contract signed by Recycle BC in June last year - were rejected by BC’s Ministry of the Environment and Climate Change Strategy. Producers can be expected to take a similar position in Ontario regarding expanding eligible sources with the new Blue Box regulations.

4. Individual producer responsibility

Individual producer responsibility means that producers are responsible for the “cradle to grave” management of their products and packaging. This is not achieved by just meeting recycling targets. AMO and M3RC proposed that obligated products and packaging such as pizza boxes and paper towels that can and are being managed through organics treatment programs in Ontario should be included as part of Producers funding obligations. Recycle BC has begun work with a number of regional districts to track obligated materials in the organics stream. Similar work could be undertaken in Ontario to lay the ground work for producers paying their share for this organics processing treatment option.

“Extended” producer responsibility should also apply to littered obligated materials and –in the longer term – for obligated materials that end up being managed at municipal landfills. Both of these options have been considered in Europe (especially the litter issue), but so far, no action has been taken (although the Single-Use Plastics Directive will have an impact in the near future).

Producer funding for the cost of managing obligated PPP at municipal disposal facilities, i.e. landfills, is becoming more important as food producers continue to shift from recyclable packaging to non-recyclable plastic packaging (e.g. stand-up pouches). While there may be lifecycle environmental benefits associated with this shift in packaging formats, financial mechanisms are still needed to incent producers to develop recyclable plastic food packages that can be added to the PPP recycling program.

5. Reporting

Reporting on the new Blue Box system’s performance against targets is a primary function of RPRA. In BC, reporting on the performance of all 22 of the province’s EPR programs is supported by two “local actions”. First the BC Stewardship Council (an informal consortium of BC’s PROs) funds and conducts regular waste audits in host municipalities to help track “what’s being missed”. A similar exercise might be considered in the future for Ontario. The second local action that has evolved in BC is establishing (and enforcing at them local level) a variable range of landfill bans. Two of the most progressive regional districts in BC (i.e. in terms of aggressive waste diversion) are Metro Vancouver and the district of Nanaimo. Both have a long list banning – among other things – the disposal of EPR obligated materials (including PPP).

These types of activities underscore the importance in Ontario of on-going municipal engagement, watch-dogging and reporting at the local level to make sure the “new” IPR programs for PPP (and other obligated materials) optimizes material diversion from landfill.

4.4

County

In addition to policy and legislation at the Federal and Provincial levels, the County has also developed a policy framework and plans to support and guide the provision of waste management services including the following:

- Solid Waste Management Master Plan; and

- County Bylaws No. 3544, No 3545 and No. 3546.

4.4.1 Bruce County Solid Waste Management Master Plan 1995

The County of Bruce completed a Solid Waste Management Master Plan in 1995. The plan provided a comprehensive strategy for diverting waste and for the efficient use of existing landfill capacity. The responsibility for the implementation of the plan and the administration of the system is shared between the County and the local municipalities. The County passed by-laws to assume waste management responsibilities and to adopt the Waste Management Plan. In addition, in 2015 a Strategic Plan / Operational Review was completed by the County.

4.4.2 Bylaws No. 3544, No 3545 and No. 3546

The responsibilities of the County with respect to solid waste management as outlined in each of the three bylaws are summarized in Table 3.

Table 3: County Responsibilities as Outlined in Bylaws

Category	Responsibility
Diversion	<ul style="list-style-type: none"> • Waste reduction education • Household hazardous waste collection program • Monitoring of the progress towards the County-wide target of 50% diversion
Disposal	<ul style="list-style-type: none"> • The County can facilitate agreements between local municipalities for the use of existing landfill capacity for all municipalities • Establish a Waste Management Future Planning Reserve Fund to pay for future County waste disposal requirements • Assume responsibility for waste disposal education, including the exploration of alternative disposal facility operators in the County • Monitor capacity and operations of existing sites

4.5 Arran-Elderslie

CleanFarms Inc., a non-profit environmental stewardship organization that operates permanent collection programs for agricultural plastics throughout Canada and Arran-Elderslie are currently completing a pilot program together. The pilot program involves the collection of agricultural plastic waste for farmers. The intent of the program is to build a collection model that will be practical for farmers, cost-effective and that may eventually be replicated in other Ontario regions. This projects is currently funded by CleanFarms and the Agricultural and AgriFood Canada's Canadian agricultural strategic priorities program.

5.0 Existing Waste Management System

5.1 Roles and Responsibilities

The following is a high level summary of obligations and roles and responsibilities of Bruce County, BASWR, the municipalities and community groups.

5.1.1 Bruce County – Upper Tier

The responsibilities of county governments are generally limited to the following: maintenance and construction of rural arterial roads, health and social services, and county land use planning. Bruce County's specified responsibilities with respect to solid waste management responsibilities, as defined by three bylaws, were previously presented in Table 3.

The responsibilities for waste management between the County and local municipalities is outlined in the County of Bruce Master Plan completed in 1995. The County reviewed these responsibilities during the Strategic Plan / Operational Review in 2015. At that time, there was no further recommendations for the County to take on a greater role in waste management.

The County's website provides information regarding the County's program – MHSW and includes high level information regarding the waste management programs in each municipality and links to the municipal waste management pages.

5.1.1.1 Bruce County Waste Management Technical Sub-Committee

The Waste Management Technical Sub-Committee is established by the County of Bruce as a working group, and reports to individual municipalities and to County Council through the Highways Committee. Committee members are composed of one staff member designated by the local councils, a member of BASWR and the County Engineer. It is chaired by the Director of Transportation & Environmental Services for Bruce County.

The purpose of the sub-committee is for local municipalities and the County of Bruce to convene and discuss information regarding current waste management practices and initiatives and to collaborate on issues regarding future waste management programs.

The Sub-Committee is guided by a terms of reference (revised in 2009). Its objectives are to:

- Understand all aspects of the Bruce County's waste management system;
- Coordinate waste management strategies between local municipalities and the County;
- Investigate new opportunities and technological innovations for waste management systems;
- Provide up-to-date information on available waste disposal and diversion programs; and
- Assist municipalities in meeting current legislative and regulatory requirements.

Some of the responsibilities of the sub-committee is to review the landfill site fill rates, the overall municipal fill rates, review diversion programs within each municipality, review annual status reports on waste management for Bruce County and oversee the delivery of the MHSW program throughout the County.

5.1.2 BASWR – Not for Profit Organization

Bruce Area Solid Waste Recycling is a not-for-profit organization. The partnership was established by its member municipalities. In 1989, the Towns of Port Elgin and Southampton, along with the Township of Saugeen formed a committee to look at the feasibility of recycling. In 1990, Bruce Area Recycling was created and added the Towns of Kincardine, Walkerton and Wiarton, the Villages of Hepworth and Lucknow to its membership. BASWR's MRF recycling plant is located at the Southampton landfill site and was completed in November 1990. Bruce Area Recycling currently services 87% of Bruce County. There is one agreement in place with BASWR with South Bruce Peninsula, Kincardine, Arran-Elderslie, Huron-Kinloss, Saugeen Shores, South Bruce and Brockton. The agreement with BASWR can be dissolved by a majority vote by members of the Board.

For rural areas, depot systems are popular and cost effective. BASWR also places drop points at alternate locations besides the closest landfill site to add convenience and shorter travel distances. Urban areas receive curbside collection and BASWR's collection staff provide customer service to the residents they collect from.

BASWR was initially created to provide recycling collection and sorting; however, they also partner with some municipalities to collect curbside garbage streams. More information on these partnerships is included in Section 5.2.3.

IC&I and multi-residential customers require special containers for the high volumes of material they generate. These containers are also used for seasonal collection points such as campgrounds and other tourist areas BASWR has retrofitted collection vehicles to collect plastic carts, which are offered in 95 and 65-gallon capacities which are used in all municipalities that BASWR services. The MIC may consider investigating the benefits and draw-back of wheeled carts as seen in Wellington and Perth County.

5.1.2.1 Promotion and Education

BASWR designs and issues yearly collection calendars, which are specific to each municipality. The calendars also provide quick reference to recycling procedures and collection days. BASWR produces a Blue Box information sheet for proper sorting reference for residents. The info sheet is located on the "Bruce Recycling" website⁴ for download) as a PDF file. BASWR also attends schools and talk about recycling to students. BASWR also provides student tours at their MRF facility.

⁴www.brucerecycling.com/what-can-i-recycle

5.1.3 Municipalities – Lower Tiers

The responsibilities of the municipalities with respect to solid waste management as outlined in Bylaw 3544 are summarized in Table 4.

Table 4: Municipal Responsibilities as Outlined in Bylaw 3544

Category	Responsibility
Diversion	<ul style="list-style-type: none"> Responsible for recycling, composting, tipping fees, exchange facilities, data collection, monitoring & reporting
Disposal	<ul style="list-style-type: none"> Garbage collection & disposal Existing landfill ownership, operation, management, closure and post closure of existing landfill sites
Planning	<ul style="list-style-type: none"> Provide information to the County upon request

Lower-tier municipalities (cities, towns, villages, townships) within counties typically provide the majority of municipal services to their residents. Municipalities also have their own municipal bylaws that may include the responsibilities of the municipality and/or residents. These are listed in Table 5 and in Section 5.2 in the subsections pertaining to each municipality. .

Table 5: Municipal Bylaws

Municipality	Municipal Bylaws
Arran-Elderslie	<ul style="list-style-type: none"> 62-09 Comprehensive Zoning By-Law 2019 Fees By-law, 2020 Fees By-Law
Brockton	<ul style="list-style-type: none"> 2010-33 Bylaw to Adopt Policy – Clear Garbage Bags 2019-163 Amend 2020 Fees and Charges By-Law 46-99 By-law to authorize the Agreement for the Joint Operation and Management of Bruce Area Solid Waste Recycling (1999)
Huron-Kinloss	<ul style="list-style-type: none"> 2011-09 Waste Management By-Law Amendment
Kincardine	<ul style="list-style-type: none"> 2019-123 Property Standards By-Law 2019-124 Clean and Clear Yards By-Law 2004-177 and updated 2019-143 By-Law to Enter into an Agreement for Residential and Commercial Refuse Collection within the Municipality of Kincardine and Commercial Cardboard Collection Within Ward One
Northern Bruce Peninsula	<ul style="list-style-type: none"> 2013-74 Waste Management By-Law
Saugeen Shores	<ul style="list-style-type: none"> 39-2008 Waste Disposal By-Law
South Bruce	<ul style="list-style-type: none"> 2019-52 Fees By-law 2016-16 Contract for Services Agreement – Curbside Garbage Collection

Municipalities provide landfill disposal services to residential, IC&I and some commercial and demolition (C&D) sectors. Municipalities own and operate their non-hazardous municipal solid waste landfills. Some manage up to three active sites. In addition, there are landfill sites that are closed, but must be monitored per MECP regulations. Various materials for diversion are accepted at depot type drop offs,

typically located at landfill sites, with some depot bins located throughout communities. Some accept brush and leaf and yard waste for burning or landfill cover.

Municipalities manage their curbside collection either by their own in-house collection service (collection vehicles, staff), through partnership with BASWR or a third party collection service provider contract. Municipalities maintain waste staff for management, operations and administrative roles. Staff address customer service calls and support educating the public. More information on the specific waste management services and approaches provided by the seven municipalities participating in this review are summarized by municipality in Section 5.2.3.

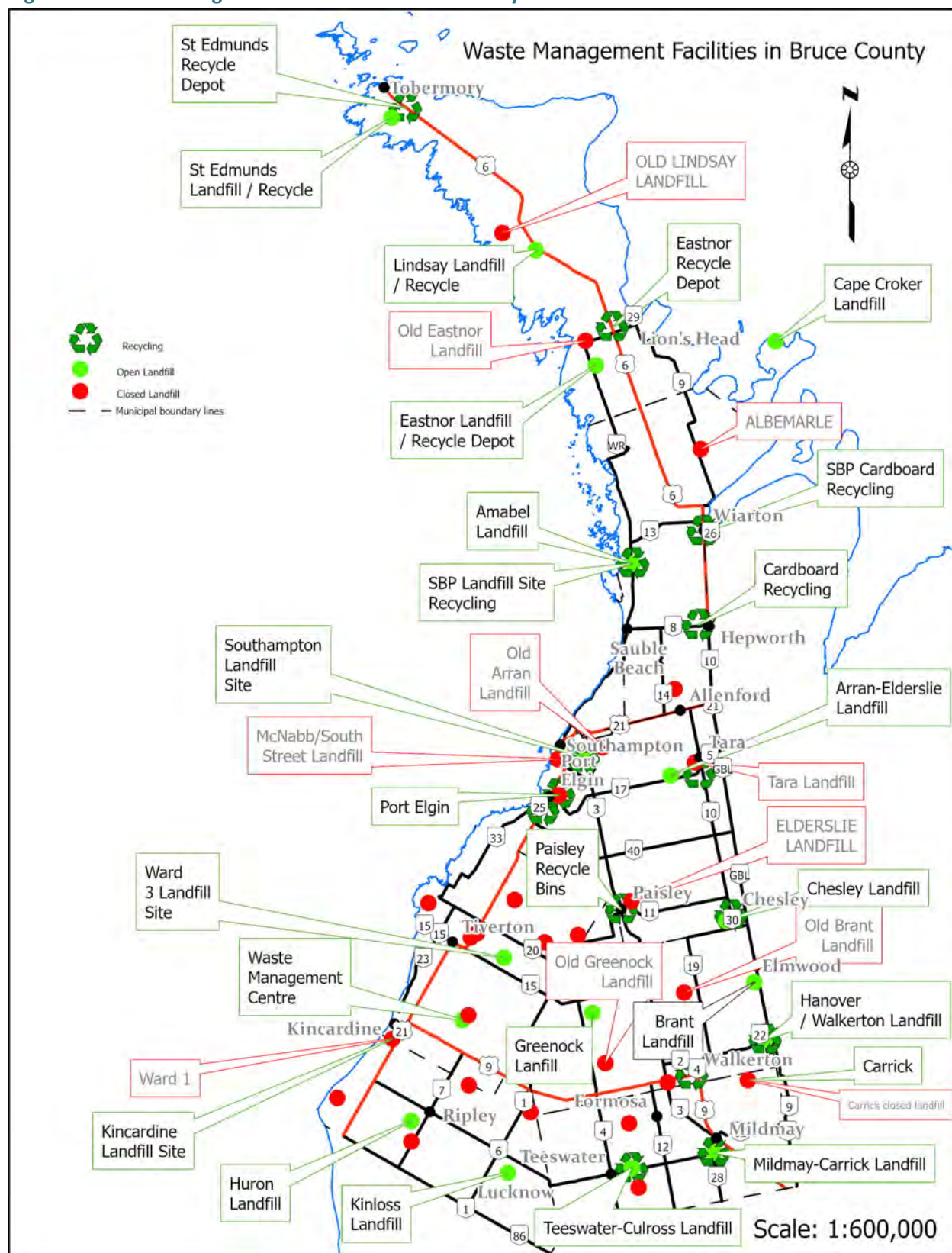
5.1.4 Community Groups

Some municipalities have active community groups or organizations that offer feedback, suggestions and volunteers regarding recycling and reuse initiatives in their communities. While these communities do not have a representative on municipal committees for waste management, they do participate in engagement and consultation activities. An example of their involvement is the initiation of some plastic (film and foam) recycling programs, currently not offered by BASWR. More information in community groups when noted during municipal interviews are included in Section 5.2.3.

5.2 Service Performance

The following sections provide a high level overview of waste management service performance based on the most recently available data. Figure 4, provided by Bruce County, shows a system wide map of landfills in Bruce County including active, closed and mothballed landfills. Note that the one MRF recycling facility in the County operated by BASWR is located at the Southampton landfill site. Sections 5.2.1 to 5.2.3 presents service performance summaries for Bruce County, BASWR and each municipality.

Figure 4: Waste Management Facilities in Bruce County



5.2.1

Bruce County

Since 2007, Bruce County has prepared an annual status report on waste management which outlines current waste management practices, landfill site capacity and opportunities for enhancing the waste management system. The most recent Status Report on waste management available at the time of this review was 2018 (dated November 2019). Bruce County reports that in 2018, County landfill sites had a combined fill rate (i.e., amount of waste and daily cover disposed) of 64,289 m³ and a five year average annual fill rate of 58,106 m³. Overall, the remaining landfill site capacity at the end of 2018 is estimated to be 2,040,705 m³, and when applying the average fill rate, there is approximately 35 years remaining of landfill capacity in the County.

The recent annual status report notes that “overall, the County has sufficient landfill site capacity available to meet their long-term waste management planning needs.” In 2018, the total waste and daily cover disposed at the municipal landfill sites was 13% more compared to the 2017 fill rate of 57,100 m³ and 11% greater than the five-year average fill rate of 58,100 m³ reported. The report also indicates that fluctuations in annual fill rates may be due to decreased/increased waste generation, increased waste diversion practices, improved waste compaction and other operational improvements, and methodologies in completing topographical surveys. Dillon calculated the annual percent change from 2015 to 2018 in fill rates to be a 4% increase year-over-year as per Table 6. Since 2015, the fill rates per year are trending upwards, rather than fluctuating positively and negatively. It is estimated that the remaining capacity is 31.7 years if 2018 fills rates remain constant and not change for the next 35 years.

Table 6: Landfill Fill Rates

Year	Fill rate (m ³ /year)	Annual % Change
2014	55,410	
2015	52,198	-6%
2016	53,361	2%
2017	57,113	7%
2018	64,289	13%
Average 5 years	56,474	4%

A variety of waste diversion programs are offered by each municipality and current diversion programs include the following, noting that not all municipalities offer each program:

- Blue box recycling;
- Leaf and yard waste;
- Backyard composting;
- Mattresses and box springs;
- Used tires;
- Drywall and shingles;
- Batteries;
- Electronics recycling;

- Fluorescent lights;
- Municipal Hazardous & Special Waste (MHSW);
- Reuse centres; and
- Scrap metal and white goods.

Approximately 10,973 tonnes of materials were diverted from landfilling in 2018 which is equivalent to diverting 165 kg/capita per year. The five year average as per Table 7 is 11,093 tonnes with an average 2% annual growth in diverted tonnes overall in the County.

Table 7: Diverted Tonnes

Year	Tonnes	Annual % Change
2014	10,402	
2015	10,568	2%
2016	11,169	6%
2017	12,354	11%
2018	10,973	-11%
Average	11,093	2%

Bruce County provides residents MHSW collection event services. In 2018, the County operated 16 collection events. Approximately 3,200 vehicles across the county attended the events and 160 tonnes of MHSW material was collected which is equivalent to 2.4 kg/capita per year. Five municipalities currently offer composters and/or green cones to their residents, at a cost, to encourage backyard composting.

5.2.2 BASWR

The following subsections provide an overview of BASWR's performance through the RPRA Datacall. A comparison to the County's neighbours is also included.

5.2.2.1 Datacall Diversion Rates

The RPRA annual Datacall is the standardized reporting online portal managed by RPRA, formerly Waste Diversion Ontario (WDO). Over 250 municipalities and First Nations report their annual diversion tonnes and costs to receive partial funding of their Blue Box program based on a funding formula. An overall residential diversion rate percentage is calculated by RPRA using a standardized calculation protocol for all reporting municipalities. Reporting is verified and audited where necessary by RPRA. Funding is based on a three factor formula that includes tonnes diverted and program cost efficiencies. Each municipality submits their own data to RPRA. Table 8 shows the annual diversion rate for BASWR from 2016 and 2018 which ranges from 22% to 28%, when rounded.

Table 8: BASWR Diversion Rates

Jurisdiction	2016	2017	2018
BASWR	21.8%	25.7%	27.7%

5.2.2.2

Comparison to RPRA Datacall Municipal Grouping

There are nine municipal groupings that a municipality or region is categorized under based on population and population density. BASWR is categorized under Municipal Grouping #4, Rural Regional. The results for this grouping are provided below in Table 9. BASWR diversion rates ranges from 22% to 28% over a three year period, while the average diversion rates in this municipal group range from 44% to 45% over the same period, with the lowest being 32% and highest being 62%.

Table 9: Diversion Rates for RPRA Municipal Group #4

Jurisdiction	2016	2017	2018
BASWR	21.8%	25.7%	27.7%
County of Northumberland	43.3%	40.9%	39.3%
County of Wellington	39.7%	39.4%	38.6%
County of Norfolk	51.2%	-	50.7%
Quinte West Solutions	54.1%	55.3%	52.7%
County of Peterborough	49.8%	49.0%	50.3%
District Municipality of Muskoka	46.8%	46.1%	45.5%
City of North Bay	33.3%	31.7%	32.2%
City of Greater Sudbury	43.6%	44.2%	44.6%
Bluewater Recycling Association	39.2%	37.6%	33.8%
City of Kingston	60.1%	60.7%	62.4%
Municipality of Chatham-Kent	35.6%	34.9%	34.8%
City of Kawartha Lakes	39.1%	43.1%	37.5%
County of Dufferin	60.1%	57.4%	57.4%
Restructured County of Oxford	49.5%	50.7%	50.0%
Municipal Average	44.6%	44.1%	43.8%

5.2.2.3

Comparison to Neighbours

An additional approach to comparison of service performance is by geographical location comparison, i.e. neighbouring programs. Table 10 displays the diversion rate for neighbouring counties including the Municipality of Northern Bruce Peninsula, Bluewater Recycling Association (Lambton, Middlesex and Perth), and Huron County. The diversion rates ranges from 34% to 47% for neighbouring programs compared to BASWR ranging from 22% to 28% for the same period.

Table 10: Diversion Rates for Neighbours

Jurisdiction	2016	2017	2018
BASWR	21.8%	25.7%	27.7%
Municipality of Northern Bruce Peninsula	39.9%	41.9%	37.5%
Bluewater Recycling Association ¹	39.2%	37.6%	33.8%
Grey County ²	44.1%	46.7%	40.8%

¹ Includes the counties of Lambton, Middlesex, and Perth

² Includes the Municipality of West Grey, Township of Georgian Bluffs, Municipality of Grey Highlands, Township of Southgate, and Town of The Blue Mountains

5.2.3 Municipal Waste Management Services Overview

The following sub-sections provides waste management information, where available, from each municipality in the service review. Information has been organized so that it is consistent when reviewing each municipality. As described in the methodology in Section 3.2, information was obtained from reports provided by each municipality and the County, as well as from the interviews conducted as part of this study and surveys from elected representatives. If there are blanks in the tables presented below, it means that no information was available or provided to Dillon.

5.2.3.1 Arran-Elderslie

The following section summarizes the information obtained through the document review and interviews with staff. It includes the following information:

- Population and households (Table 11);
- Facilities overview and operational staff (Table 12);
- Curbside collection summary (Table 12);
- Diversion services provided to residents (Table 14);
- Diversion performance and associated tonnage (Table 15); and
- 2019 waste management budget (Table 16).

Table 11: Arran-Elderslie Population, Households and ICI Businesses

Category	2017	2018	2019	3 Year Change
Population Total	7,178	-	7,173	-0.07%
Households Total	2,898	2,898	2,909	0.38%
IC&I Businesses	145	145	144	-0.69%

Table 12: Arran-Elderslie Facilities Overview and Operational Staff

Facility Type	Description
Landfill Name	Arran Landfill (ECA No. A271802)
Landfill life capacity remaining	• 58 years capacity, based on average fill rate of 3,150 m ³ per year
Operational activities	<ul style="list-style-type: none"> • Landfilling of residual waste and wood waste • Collection of blue box materials and e-waste • Stockpiling of scrap metal, white goods and tires
Operational Days	Thursday 8:00 am to 3:00 pm and Saturday 8:00 am to 12:00 pm
Municipalities Served	• Arran-Elderslie
Landfill Name	Chesley Waste Disposal Site (ECA No. A272402)
Landfill life capacity remaining	• Closed
Operational activities	<ul style="list-style-type: none"> • As of 2013, the Chesley landfill site has been closed and has not received any additional waste for landfilling • The site is approved to receive domestic, commercial and 5 percent other waste limited to scrap metal, brush, wood, construction debris and demolition debris only
Operational Days	• Site hours are every 2nd and 4th Saturday of each month from 8am to 12pm
Municipalities Served	• Arran-Elderslie
Depots	<ul style="list-style-type: none"> • Blue box recyclables drop-offs are available at the Chesley and Arran landfill sites • Electronic items can be dropped off for recycling at the Chesley and Arran landfill sites • Residents can drop off tires at the Chesley and Arran landfill sites • Household batteries are accepted at the Chesley and Arran landfill sites for recycling
Community Bins	• Cardboard recycling bins are located in Chesley
Transfer Stations	• Chesley landfill site (closed) is operated as a Transfer Station
Operational Staff	2 dedicated part-time staff Public works employees provide landfill compaction services and bring in fill as well as other landfill operations

Table 13: Arran-Elderslie Curbside Collection Summary

Collection Summary	Garbage	Blue Box
Service provider (contractor/in house)	Bruce Sales & Services	BASWR
Contract Years and extensions	3 Years (2019 - 2022)	
Contract End Date	September 2020	
Collection Frequency	Weekly	Bi-weekly
Bag Tags, Bin cost	\$3	
Bag limits	2 bags per week (no charge) additional bags require a bag tag	
Common Complaints	Garbage not being collected	Allowable items in recycling
Bulky or Organics collection	N/A	

Collection Summary	Garbage	Blue Box
Associated Bylaws	62-09 Comprehensive Zoning By-Law 2019 Fees By-law, 2020 Fees By-Law	

Table 14: Arran- Elderslie Summary of Current Diversion Services Provided to Residents

Program	Curbside Collection	Stewardship Program	Managing Authority	End Use
Blue Box (curbside)	✓	✓ SP	BASWR	Various end markets for sorted and baled materials
Blue Box (depot)		✓ SP	BASWR	Various end markets for sorted and baled materials
Electronics		✓ SP	Municipality	
Tires		✓ SP	Municipality	
MHSW/HHW		✓ SP	County	
Scrap Metal		✗ muni	Municipality	Local scrap dealer
White Goods/ Appliances		✗ muni	Municipality	Freon must be removed beforehand.
Polystyrene (PS)		✗ muni	Municipality	
Plastic Film		✗ muni	Municipality	

✓ - SP – indicates that the program is a stewardship program

✓ - muni – indicates the program is not a stewardship program; however, the municipality provides the service to residents

Table 15: Arran-Elderslie Diversion Tonnes and Volume 2019

Program	Collected Tonnes
Garbage Residential	2,170
Blue Box (curbside)	503.74
Metal	31
Mattresses	7.3
Total Diverted	959.17
Total Disposed	2,230
Diversion Rate (%)	20%

Table 16: Arran-Elderslie Waste Management Budget 2019

Budget Item 2019	Revenue	Expenditure
Collection Garbage	\$293,676	\$151,900
Landfill Operations	\$99,3423	\$113,184
Recycling	\$2,720	\$81,100
Total	\$395,739	\$346,184

Strengths and Challenges

The following table (Table 17) highlights the strengths and challenges with respect to waste management that were discussed with municipal representatives during the interviews.

Table 17: Arran-Elderslie Waste Management Strengths and Challenges

Strengths	Challenges
<ul style="list-style-type: none"> Landfill operations working well and staff are content with it Part time staff working well; positive feedback from public on staff Landfill has a scale and computer system Landfill capacity has 60 years left, when used for the municipality's own use Mayor and Council members open to improvement changes Open to idea of shared recycling resources with other municipalities Few seasonal households, approximately 10 households at Arran Lake Bag limit of 2 bags weekly; additional bags are \$3.00 Garbage bag weight allowance is 40 pounds (18 kg) max each; No lineups at landfill entry Compost pile at Chesley site is taken away by local farmer through a "handshake deal" Arran site has in-ground collection pipes and stormwater collection pond; leachate pipes for the new cells 	<ul style="list-style-type: none"> Small rural population and limited resources No bag tags for first two free bags Landfill open 1.5 days per week (Thurs, Sat) No building at landfill site for staff Have a packer, need a loader Unpaved road at landfill Would like to use landfill for their own use; not other municipalities BASWR uncertainty with the future Blue Box program BASWR collection tonnes (depot and curb) not supplied to municipality BASWR curbside collection is bi-weekly No cardboard collected curbside Compost pile at Arran site is very small; not used No measurement of Chesley compost pile tonnes available Asphalt shingles have no end market; use on site for roads No known waste audits in at least six years or more Burn brush and wood at Chesley site Garbage contract with MEI (Multiple Enterprises Inc.) Bruce Services; two extensions to existing contract; no tender Chesley site has only weeping around the perimeter and drainage into a lagoon

During the study input from Elected Officials was also provided. This has been included in Table 18.

Table 18: Arran-Elderslie Elected Official Input

Elected Official	Input
1	<ul style="list-style-type: none"> One goal of the study is to provide options/opportunities for waste diversion. Styrofoam is an example of an item currently in landfill that could be diverted. Prolonging landfill lifespan is a priority. Clear bags, one bag per household, more items included in recycling program could be considered. Neighbouring municipalities, Georgian Bluffs and Chatsworth, own and operate a Bio-Digester that should be looked into if we could feed its input with material waste streams. Could more items be grinded or compressed? Could more items be salvaged or reclaimed? Could items at the landfill be processed to a Biofuel? Use landfill attendants, along with management, as a resource as they have great input also. A regional landfill that would take materials from larger municipalities to smaller ones, like Arran-Elderslie, would be unacceptable.
2	<ul style="list-style-type: none"> The goal of the study should be to see a focus on improving our environmental impact. Guelph has an intense sorting program for waste, raw materials and recyclables. There are likely ways to convert waste into energy that could be explored. Raw materials used for producing single use plastics should be taxed at the source, perhaps generating revenue for financing back to municipalities for plastic waste management. One of the challenges that comes up repeatedly is the misuse of waste management programs. Paisley no longer has a brush or compost pile. Misuse is stated as the reason. There are items in the cardboard bins that are not permitted; contamination. How much does it cost to sort through misplaced items? One of the current challenges we are facing is the increased use of plastic due to COVID (e.g. grocery bags, etc.). The increased use of PPE, especially single use items such as masks, will continue to impact our waste management system. The increased use of take-out containers in restaurants and the bubble wrap from Amazon online shopping is another concern arising from COVID. Currently unaware of what is working well. That could mean that no news is good news. More education is needed for the general public. More information about what, why and how to reduce waste is needed. For example, clear graphics posted at the cardboard bin recycling would be helpful. Incentives for reducing waste could be beneficial (e.g. compost bins provided at a minimal cost). Shared services for Waste Management could be beneficial. (e.g. a County shared bio-digester)

The following section summarizes the information obtained through the document review and interviews with staff. It includes the following information:

- Population and households (Table 19);
- Facilities overview and operational staff (Table 20);
- Curbside collection summary (Table 21);
- Diversion services provided to residents (Table 22);
- Diversion performance and associated tonnage (Table 23); and
- 2019 waste management budget (Table 24).

Table 19: Brockton Population, Households and IC&I Businesses

Category	2017	2018	2019	3 Year Change
Population Total	9,467	9,479	9,488	0.22%
Households Total	4,255	4,257	4,273	0.42%
IC&I Businesses	138	138	137	-0.72%

Table 20: Brockton Facilities Overview and Operational Staff

Facility Type	Description
Landfill Name	Greenock Landfill (ECA No. A272501)
Landfill life capacity remaining	52 years capacity remaining using annual fill rate over previous 5 years (1,836 m ³ /year) and 32 years capacity remaining using maximum fill rate (1,836 m ³ /year)
Operational activities	Landfill services for the residential and IC&I sectors and currently acts as a transfer station. Waste collected at Greenock landfill is transferred to the Brant landfill
Operational Days	8:00 am to 4:00 pm on Saturdays
Municipalities Served	Services areas within the former Township of Greenock in the Municipality of Brockton
Landfill Name	Hanover/Walkerton Waste Disposal Site (ECA No. A271901)
Landfill life capacity remaining	The former 'existing landfill' area of Hanover/Walkerton Waste Disposal Site reached landfill capacity in 2015 and was capped by Cedarwell Excavating in September 2015. The 'expansion area' (which consists of Cell 1 and Cell 2) is estimated to have capacity for 27 years (2047) based on the total approved capacity for expansion, using the three-year average volume (12,608 m ³).
Operational activities	Landfilling of waste within Cell 1 continued throughout all of 2019. The development of the site was reviewed with landfill staff in the summer of 2019 with grades and fill limits for Cell 1 staked in the field. As part of this review, it was determined that the Cell 2 expansion area located west of Cell 1 will need to be constructed in 2020 in order to have it ready for landfilling by the end of 2020.
Operational Days	Effective May 1st, 2019, the landfill reduced the hours of operation from five days to four days a week. The site is now open Tuesday and Thursday to Saturday from 8:00am to 3:00pm. The site is closed on Statutory Holidays.
Municipalities Served	The Site services an area comprised of the Town of Hanover and former Town of Walkerton (now part of the Municipality of Brockton).
Landfill Name	Brant Landfill Site (ECA No. A271902)

Facility Type	Description
Landfill life capacity remaining	5.5 years for Area B and 14.3 years for Area C
Operational activities	Receives residential and IC&I waste. In 2016, the landfill also started receiving diverted waste from Greenock Landfill (residential and ICI). Condition 41 of the C of A, the burning of clean wood and brush is allowed
Operational Days	It is open 3 days a week from April to November and two days a week the rest of the year. It is always open on Wednesday and Saturday.
Municipalities Served	Residents of the former Township of Brant
Depots	Recycling Depot (Walkerton) at the MTO Yard on Kincardine Hwy 9: This is a drop-off location only. <ul style="list-style-type: none"> • 12 x Cardboard Bins (8yd) picked up 2 times per week (Monday and Thursday) by BASWR • 2 x 8yd Bale Wrap/ Plastic Wrap/ Plastic Bag bins – picked up as needed • 3 x Canada Diabetes Bins – emptied weekly • EPS Styrofoam Drop Off – location provided under a transport trailer • Scrap Metal Drop Off – Mostly Saturdays • E-Waste Drop Off – Mostly Saturdays • Battery Drop Off – Mostly Saturdays <p>“Mostly” means that on Saturday mornings there is an agreement with the local Community Living Organizations to staff the area to handle drop offs. Otherwise, residents leave stuff at the door or catch staff at the facility when they are there doing other things. This is also the location where the EPS Styrofoam Cold Press Densification machine is located that is a joint venture between Brockton and the Town of Hanover.</p>
Transfer Stations	Greenock Landfill includes a transfer station. Waste is collected on Saturdays in bins and the bins are transferred by Trash Taxi to the Brant Landfill for disposal.
Operational Staff	3 landfill attendants. Public works staff operate packer and dozer at Brant Landfill for 5 to 6 hours per week.

Table 21: Brockton Curbside Collection Summary

Collection Summary	Garbage	Blue Box
Service provider (contractor/in house)	Bruce Sales & Services	BASWR
Contract Years and extensions	Long-term service agreement	
Contract End Date	Long-term service agreement	
Collection Frequency	Weekly	Bi-weekly
Bag Tags, Bin cost	\$2 bag tag	
Bag limits	The maximum weight per bag is 40 pounds (18 kg)	
Clear Bag Policy	Clear bag policy enacted in 2010, allows use of 1 privacy bag	
Common Complaints	<ul style="list-style-type: none"> • Small list of items that are collected, leads to no pickups • Bag Tag Fee • Landfill not open enough • Residents still using black bags 	Small list of items that are collected, leads to no pickups

Collection Summary	Garbage	Blue Box
Bulky or organics collection	N/A	
Associated By-Laws	2010-33 Bylaw to Adopt Policy – Clear Garbage Bags 2019-163 Amend 2020 Fees and Charges By-Law 46-99 By-law to authorize the Agreement for the Joint Operation and Management of Bruce Area Solid Waste Recycling (1999)	

Table 22: Brockton Summary of Current Diversion Services Provided to Residents

Program	Curbside Collection	Stewardship Program	Managing Authority	End Use
Blue Box (curbside)	✓	✓ SP	BASWR	Various end markets for sorted and baled materials
Blue Box (depot)		✓ SP	BASWR	Various end markets for sorted and baled materials
Electronics		✓ SP	Municipality	
Tires		✓ SP	Municipality	
MHSW/HHW		✓ SP	County	
Scrap Metal		✓ SP/muni	Municipality	Local scrap dealer
White Goods/ Appliances		x-muni	Municipality	Freon must be removed beforehand
Polystyrene (PS)		✓ SP/muni	Municipality	
Plastic Film		✓ SP/muni	Municipality	

✓ - SP – indicates that the program is a stewardship program and/or all costs are covered by the stewardship program

✓ - SP / muni – indicates that the program costs are covered by the stewards and the municipality

x- muni – indicates the program is not a stewardship program; however, the municipality provides the service to residents

Table 23: Brockton Diversion Tonnes and Volume 2019

Program	Collected Tonnes
Garbage Residential	3,136.14
Construction Segregated	95.6
Blue Box (depot)	249
Blue Box (curbside)	198.23
LYW & Brush	370.6
Electronics	29.68
Tires	30.98
Scrap Metal	121.06
Plastic Film	2.8
Total Diverted	1,098
Total Disposed	3,136
Diversion Rate (%)	26%

Table 24: Brockton Waste Management Budget 2019

Budget Item 2019	Budgeted or Actual \$
Expenses:	
Collection Garbage	
Collection Blue Box	
Landfill Operations	
Brant and Greenock Landfill	\$300,734
Hanover/ Walkerton Landfill	\$523,770
Capital Expenses	
Brant and Greenock Landfill	\$75,000
Hanover/ Walkerton Landfill	
Revenues:	
Tipping Fees Landfill	
Brant and Greenock Landfill	\$171,260
Hanover/ Walkerton Landfill	\$351,750
Diversification Materials Sale	
Bag Tags	\$153,000
Operating Reserve	\$75,000

Strengths and Challenges

The following table (Table 25) highlights the strengths and challenges with respect to waste management that were discussed with municipal representatives during the interviews.

Table 25: Brockton Waste Management Strengths and Challenges

Strengths	Challenges
<ul style="list-style-type: none"> • Sharing information resources and experience with other municipalities • Good relationship with neighbouring municipalities • Few seasonal households (approx. 300 households) • Clear bag policy; no black bags accepted • Open to suggestions for improvements and change • Interest in composting program, focused on more urban areas • Fully compliant, good inspections coming back from the MECP • Good staff at landfill • Waste curbside services • Piloted a densifier machine for polystyrene • Has a local Environmental Committee whom generates ideas • Own municipal initiative (not BASWR) to collect polystyrene and plastic film; saves landfill space, 	<ul style="list-style-type: none"> • Three landfills to manage, two are active. Carry over from pre-amalgamation • Only one landfill (Brant) with a scale • Limited landfill open hours • ECAs limit use of landfill to its own residents • Contract (50/50 costs) with Town of Hanover managing the Walkerton landfill site, but they only add estimated 40% of tonnes i.e. unbalanced cost distribution • Large costs yet inefficiencies in waste management • Some winter issues with curbside collection • Strong political resistance to increase bag tag price • No formal composting program nor process. Composted LYW and brush used as landfill cover. • Do not collect as many recyclable material types compared to other municipalities outside the County • BASWR's much higher costs in 2019 and 2020, Blue Box markets fading

Strengths	Challenges
<ul style="list-style-type: none"> reduces windblown litter and the public asked for this program Economic growth in area; approximately 500 new units in next five years No immediate challenge on landfill capacity, may become more pressing in 5-10 years Waste management plans and service review studies: <ul style="list-style-type: none"> Municipal Services Review (2017) Long-Term Waste Management Plan Former Townships of Brant and Greenock Municipality of Brockton (2014) Waste Management Evaluation Study for the Hanover Walkerton Waste Disposal Site (2005) 	<ul style="list-style-type: none"> BASWR gave 24-hour notice when stopped collection during Covid Uncertainty and direction from BASWR regarding Blue Box program transition to EPR No bale wrap program No MHSW depot. Only two events per year Polystyrene collection and densifier machinery pilot. Storing currently as transportation cost too high for shipping polystyrene to end markets (Niagara or Sherbrooke)

5.2.3.3

Huron-Kinloss

The following section summarizes the information obtained through the document review and interviews with staff. It includes the following information:

- Population and households (Table 26);
- Facilities overview and operational staff (Table 27);
- Curbside collection summary (Table 28);
- Diversion services provided to residents (Table 29);
- Diversion performance and associated tonnage (Table 30); and
- 2019 waste management budget (Table 31).

Table 26: Huron-Kinloss Population, Households and Businesses

Category	2017	2018	2019	3 Year Change
Population Total	7,118	7,169	7,226	1.52%
Households Total	4,067	4,107	4,037	-0.74%
Households Permanent			2,777	
Households Seasonal			1,260	
IC&I Businesses			240	

Table 27: Huron-Kinloss Facilities Overview and Operational Staff

Facility Type	Description
Landfill Name	Huron Landfill
Landfill life capacity remaining	The estimated landfill closure date remains 2030 based on the remaining airspace of 91,810 m ³ and annual airspace usage of +9,000 m ³ /year.
Operational activities	Segregated brush, lumber and clean wood may be burned at the site. Scrap metal and white goods are stockpiled in the southeast area of the site. Tires are segregated and stockpiled west of the scrap metal pile. E-waste is segregated and stockpiled beside the main building in a sea container

Facility Type	Description
	Recycling bins are also located on-site. Cardboard recycling bins, as well as regular Blue Box material recycling bins are available. BASWR picks up the materials from these bins on a regular basis.
Operational Days	The operating hours of the Huron Landfill Site are Tuesdays, Fridays, and Saturdays from 10:00 a.m. to 4:00 p.m.
Municipalities Served	Township of Huron-Kinloss
Landfill Name	Kinloss Landfill
Landfill life capacity remaining	The site capacity remaining is approximately 137,000 m ³ and site life remaining calculated as 15.2 years (137,000/9,000).
Operational activities	The acceptance of household waste was discontinued on August 1, 2002. It is not operating as a landfill at this time even though there is capacity left. Burning operations are conducted at the site. Recyclables, scrap metal, white goods, brush, tires and burnable material from the former Township of Kinloss and the Village of Lucknow are still accepted. Household waste from the former Township of Kinloss is transported to the Huron Landfill via curbside pickup
Operational Days	The operating hours during these months are on Saturdays from 10:00 a.m. to 2:00 p.m. The site is closed from November to the first Saturday in April.
Municipalities Served	Village of Lucknow and Township of Kinloss
Depots	Huron Landfill Site
Operational Staff	Not provided.

Table 28: Huron-Kinloss Curbside Collection Summary

Collection Summary	Garbage	Blue Box
Service provider (contractor/in house)	BASWR	BASWR
Contract Years and extensions	3 Years, signed in Feb 2017	
Contract End Date	2020	
Collection Frequency	Weekly	Bi-weekly
Bag Tags, Bin cost	\$2.50	
Bag limits	No limit, as long as it's tagged	
Compliance Experiences	Pickup too early	Blue box materials blowing on windy days
Bulky or Organics collection	Fall Leaf Collection	
Associated By-Laws	2011-09 Waste Management By-Law Amendment	

Table 29: Huron-Kinloss Summary of Current Diversion Services Provided to Residents

Program	Curbside Collection	Stewardship Program	Managing Authority	End Use
Blue Box (curbside)	✓	✓SP	BASWR	Various end markets for sorted and baled materials
Blue Box (depot)		✓SP	BASWR	Various end markets for sorted and baled materials
LYW & Brush		✗ muni	Municipality	
Construction (Segregated)		✗ muni	Municipality	
Electronics		✓SP	Municipality	
Tires		✓SP	Municipality	
MHSW/HHW		✓SP	County	
Mattresses		✗ muni	Municipality	
Scrap Metal		✗ muni	Municipality	Local scrap dealer
White Goods/ Appliances		✗ muni	Municipality	Freon must be removed beforehand
Polystyrene (PS)		✓ SP/ muni	Municipality	
Plastic Film		✓ SP/ muni	Municipality	

✓ - SP – indicates that the program is a stewardship program and/or all costs are covered by the stewardship program

✓ - SP / muni – indicates that the program costs are covered by the stewards and the municipality

x- muni – indicates the program is not a stewardship program; however, the municipality provides the service to residents

Table 30: Huron-Kinloss Diversion Tonnes and Volume 2019

Program	Collected Tonnes
Garbage Residential	1,744.59
Garbage ICI	636.43
Blue Box (depot)	473.87
LYW & Brush	558.26
Electronics	4.37
Tires	47.72
MHSW/HHW	5.55
Mattresses	64.4
Scrap Metal	66.02
Total Diverted	1,220.19
Total Disposed	2,381.02
Diversion Rate (%)	34%

Table 31: Huron-Kinloss Waste Management Budget 2019

Budget Item 2019	Budgeted or Actual \$
Expenses:	
Collection Garbage	\$146,750
Collection Blue Box	
Landfill Operations	
Huron	\$309,450
Kinloss	\$165,100
Capital Expenses	
Huron	\$75,000
Kinloss	
Revenues:	
Tipping Fees Landfill	
Huron	\$259,000
Kinloss	
Diversion Materials Sale	
Huron	\$18,000
Kinloss	\$400
Bag Tags	
Operating Reserve	

Strengths and Challenges

The following table (Table 32) highlights the strengths and challenges with respect to waste management that were discussed with municipal representatives during the interviews.

Table 32: Huron-Kinloss Waste Management Strengths and Challenges

Strengths	Challenges
<ul style="list-style-type: none"> • Prepared a Strategic Plan (Oct. 2019) - Recycling at Landfill (Oct 2022) • Adjacent buffer land to Kinloss site available for purchase (83 acres) • LYW taken at three sites • LYW collected curbside one week per year in November by BASWR • All residents get curbside garbage and recycling collection by BASWR • "Truth about garbage" campaign brought interest in landfill life extension and diversion • "Bang the table" online Feedback and website called "Have your say H K" • Social aspect to Saturdays at the landfill/depot • Staff open to improvement, efficiencies and recommendations • Good relationship with Bruce Beach Cottage Association 	<ul style="list-style-type: none"> • No bulky item pick up service, such as fridges • No HHW curbside collection • BASWR does not collect all packing (milk cartons, tetrapak, plastic films, polystyrene) nor cardboard curbside • BASWR management communication is limited and business finances are not transparent. Unaware of reporting on performance. • BASWR is not open to expanding the plant nor using Waste Management Inc. services. • No bag limit; but bags tags required • Seasonal non-permanent residents challenged to show local ID at landfill • Operating two landfill sites • Huron disposal site operating revenue significantly decreased in 2019; less garbage revenue from tipping fees; many non-local contractors were using site

Strengths	Challenges
<ul style="list-style-type: none"> • Good relationship with neighbours South Bruce (small tax base), Kincardine (larger) • Would like to promote more diversion services to extending landfill life; goal to extend life of Huron landfill • Reduced garbage tonnes from non-local residents by implementing ID checks at gate • Review tipping fees every five years; they are in comparative jurisdictional • Garbage bags max weight of 25 lbs per bag • GPS tracking proves timing for missed collection complaints • Use phone app to provide complains with photos, e.g. garbage in ditches • Think out of the box mentality and attitude 	<ul style="list-style-type: none"> • Challenge for non-permanent cottagers to show local ID at landfill gate • Burning brush and clean materials at the Huron site • No composting program service • Their biggest site has a small area and potentially no room for composting • Challenges keeping staff due to limited hours • No litter fence for blown materials (plastic film and polystyrene foam) • Waiting on ECA approvals one year for landfill site drainage and runoff; no ditches permitted • Long lineups at landfill deters public from the coming to the landfill • LYW shows up with contamination: plastic bags, garden plastic planters etc. • No asphalt pad for composting; requires approval process MECP and additional staff • Huron landfill has 10 years capacity remaining • Hoped for more collaboration with other municipalities; some have their own ways • Kinloss would open as landfill when Huron is full; however, assume that there is a problem with site as it has a steep slope into ravine • New landfill consultant; no long term familiarity with the sites

5.2.3.4

Kincardine

The following section summarizes the information obtained through the document review and interviews with staff. It includes the following information:

- Population and households (Table 33);
- Facilities overview and operational staff (Table 34);
- Curbside collection summary (Table 35);
- Diversion services provided to residents (Table 36);
- Diversion performance and associated tonnage (Table 37); and
- 2019 waste management budget (Table 38).

Table 33: Kincardine Population, Households and IC&I Businesses

Category	2017	2018	2019	3 Year Change
Population Total	8,479	8,646	8,817	3.99%
Households Total	5,879	5,913	5,973	1.60%
IC&I Businesses	215	214	214	-0.47%

Table 34: Kincardine Facilities Overview and Operational Staff

Facility Type	Description
Landfill Name	Ward 3 (ECA No. A272001)
Landfill life capacity remaining	60 years, assuming waste fill rate of 1,500 m ³ /year
Operational activities	The Site accepts municipal waste from private vehicles only during the summer only to streamline the municipality's waste disposal operations. The current ECA allows for the disposal of domestic, non-hazardous waste and allows for the burning of some wastes (brush, lumber and clean wood)
Operational Days	Monday, Tuesday, Wednesday, Thursday and Friday from 9:00 AM. to 3:00 PM and Saturday from 8:00 AM to 12:00 PM.
Municipalities Served	Municipality of Kincardine
Landfill Name	Ward 1(ECA No. A270203)
Landfill life capacity remaining	Closed November 2011
Operational activities	The Site closure activities began in 2010 with the progressive capping of the completed ELA areas. In 2012, an overall Site clean-up was conducted which included the removal of the majority of the former waste-disposal-related items. Closure works, including final capping and grading, were completed in 2013. Minor clean-up activities continued throughout 2013 in conjunction with the final closure.
Operational Days	N/A
Municipalities Served	Municipality of Kincardine
Landfill Name	Kincardine Waste Management Centre (ECA No. A272702)
Landfill life capacity remaining	34 years (closure in 2043), based on a compaction rate of 0.70 tonnes/m ³ and assuming a 0.5 percent per year increase in population within the Municipality
Operational activities	Municipal waste received at the Site during the reporting period are either segregated for recycling/diversion, or disposed of at the active disposal area. Waste material segregated for off-Site recycling/diversion is temporarily stockpiled at the Site. Blue box recyclables, including fine paper, newspaper, metal cans, plastics, clear glass, coloured glass, and boxboard, are picked up curbside on a bi-weekly basis by Bruce Area Solid Waste Recycling (BASWR). Blue box recyclables are accepted at the Site at no charge and picked up by BASWR as part of the curbside program. Waste disposal carts/bins are used at the KWMC and the Ward 3 Landfill sites for the temporary storage of the blue box materials. The following materials are also collected on-Site: tires, scrap metal and white goods, drywall and shingles, clean wood and brush, Styrofoam, bale wrap, mattresses, light bulbs, propane tanks, batteries, e-waste and MHSW.
Operational Days	Monday, Tuesday, Wednesday, Thursday and Friday from 9:00 AM. to 3:00 PM and Saturday from 8:00 AM to 12:00 PM.
Municipalities Served	Municipality of Kincardine
Depots	Kincardine Waste Management Centre
Operational Staff	Full time staff include an attendant, scale house operator, administrative assistant and an executive assistant. The roads supervisor also assists with waste operations

Table 35: Kincardine Curbside Collection Summary

Collection Summary	Garbage	Blue Box
Service provider (contractor/in house)	BASWR	BASWR
Contract Years and extensions	3 years, with an overall increase of 5.5% over the term \$215, 265.27	
Contract End Date	2022	
Collection Frequency	Weekly	Bi-weekly
Bag Tags, Bin cost	\$2.50	
Bag limits	No limit	
Common Complaints	<ul style="list-style-type: none"> Recycling/garbage not picked up Not offer enough diversion programs Limited Landfill operating hours 	
Bulky or Organics collection	N/A	
Associated By-Laws	2019-123 Property Standards By-Law 2019-124 Clean and Clear Yards By-Law 2004-177 and updated 2019-143 By-Law to Enter into an Agreement for Residential and Commercial Refuse Collection within the Municipality of Kincardine and Commercial Cardboard Collection Within Ward One	

Table 36: Kincardine Summary of Current Diversion Services Provided to Residents

Program	Curbside Collection	Stewardship Program	Managing Authority	End Use
Blue Box (curbside)	✓	✓ SP	BASWR	Various end markets for sorted and baled materials
Blue Box (depot)	✓	✓ SP	BASWR	Various end markets for sorted and baled materials
LYW & Brush		✗ muni	Municipality	
Wood		✗ muni	Municipality	
Construction (Segregated)		✗ muni	Municipality	
Electronics		✓ SP	Municipality	
Tires		✓ SP	Municipality	
MHSW/HHW		✓ SP	County	
Mattresses		✗ muni	Municipality	
Scrap Metal		✗ muni	Municipality	Local scrap dealer
White Goods/ Appliances		✗ muni	Municipality	Freon must be removed beforehand
Polystyrene (PS)		✓ SP/muni	Municipality	
Plastic Film		✓ SP/muni	Municipality	

✓- SP – indicates that the program is a stewardship program and/or all costs are covered by the stewardship program

✓- SP / muni – indicates that the program costs are covered by the stewards and the municipality

x- muni – indicates the program is not a stewardship program; however, the municipality provides the service to residents

Table 37: Kincardine Diversion Tonnes and Volume 2019

Program	Collected Tonnes
Garbage Residential	4,858.08
Construction Segregated	875.72
Blue Box (depot)	191.3
Blue Box (curbside)	956.3
Wood	272.16
Electronics	21.73
Tires	15.14
MHSW/HHW	40.14
Mattresses	31.45
Scrap Metal	281.9
Total Diverted	2,685.84
Total Disposed	4,858.08
Diversion Rate (%)	36%

Table 38: Kincardine Waste Management Budget 2019

Budget Item 2019	Budgeted or Actual \$
Expenses:	\$1,275,030
Collection Garbage	
Collection Blue Box	
Landfill Operations	
Revenues:	\$1,247,994
Tipping Fees Landfill	
Diversion Materials Sale	
Bag Tags	

Strengths and Challenges

The following table (Table 39) highlights the strengths and challenges with respect to waste management that were discussed with municipal representatives during the interviews.

Table 39: Kincardine Waste Management Strengths and Challenges

Strengths	Challenges
<ul style="list-style-type: none"> Open to a joint venture County wide structure to operative services; County role increase responsibilities rather than limited to facilitation Open to County taking on the polystyrene recycling program Have a site available for a potential organics program All wood is grinded and used for daily cover for open landfill cell Waste Management Centre is working well. Established a state of art facility, has good flow 	<ul style="list-style-type: none"> No compost program, such as Southgate program in Grey County Not enough diversion in the C&D, ICI, restaurant sectors; a lot of landfill tonnes due to renovation waste from homes and contractors Not enough resources to provide more programs; don't have the time and resource to investigate Pre-amalgamation mindset remains; some municipalities are operating two landfills with the second site remaining open due to political reasons ECA allows burning of clean waste

Strengths	Challenges
<p>and a functional area for residents and access to the open face for contractors.</p> <ul style="list-style-type: none"> W3 landfill capacity is 40-60 years; but using an accelerated approach (see more large loads via Bruce Power retrofit) results in 35 years capacity approximately Piloted film plastics but there were compliance issues. Staff were not sure if due to the public's lack of info or folks offloading. Other plastics would show up in the film bin. Tried to educate the public. Bins were located at WM centre and there were depots at library, OCC, Kincardine. This included OCC bins and film plastics Public willingness and buy in to recycle, divert and community composting Had a reconvening of the environmental committee Blue Box and garbage curbside collection arrangement with BASWR is working well. Bag tag system in use, change colour annually for validity Open to a potential clear bag policy to support compliance as well as bag limits and surcharges beyond the limit Litter and illegal dumping are not a significant problem. When found, identify source and apply the Bylaw chargeback penalty Would like to add more staff e.g. mid-level management position as a direct supervisor. EPR programs have transitioned – keeping tires program, signed up with EPRA for electronics, batteries, MHSW 	<ul style="list-style-type: none"> No scales at landfill Waste management centre is reaching capacity Staffing; seeing change in demographic, retirements etc. Business as usual is not going to work for long term staffing. No weekends off and work every Saturday Saturdays have long line ups. Opening hours do not suit Monday to Friday working hours. Drop off location at Kincardine is not attended; receive non acceptable waste e.g. large trees Brush and LYW is accepted as drop off at Kincardine site; but no composting process nor approval to do so. Council request to consider composting. Lakefront development areas would like to see collection by the Town. Some have community bins and private collation services funded by condo/cottage group fees. Unsure if communication is far reaching; potential disconnect with seasonal residents as they are not signed up for newsletters Public feedback regarding limitation of diversion program No year round nor permanent or semi-permanent depot for MHSW collection BASWR made sense back when it was formed (limited services 1989); however, now question whether BASWR makes sense today and in the future Unclear how BASWR manages the business side of operations. BASWR has collected garbage since 2004 and in 2016 a contract extension, for 3 year terms. No tender to back up market costs.

Following the interviews, and after the options evaluation had been finalized by the MIC (discussed in Section 8.0), Kincardine staff indicated that they were interested in reviewing garbage carts for each household which could include various cart sizes and annual collection costs based on the size of the cart.

5.2.3.5

Northern Bruce

The following section summarizes the information obtained through the document review and interviews with staff. It includes the following information:

- Population and households (Table 40);
- Facilities overview and operational staff (Table 41);
- Curbside collection summary (Table 42);

- Diversion services provided to residents (Table 43);
- Diversion performance and associated tonnage (Table 44); and
- 2019 waste management budget (Table 45).

Table 40: Northern Bruce Population and Households

Category	2017	2018	2019	3 Year Change
Population Total	4,050	4,105	4,153	1.03%
Households Total	5,200			

Table 41: Northern Bruce Facilities Overview and Operational Staff

Facility Type	Description
Landfill Name	St. Edmunds Landfill (ECA No. A273002, A273003)
Landfill life capacity remaining	7 years, based on the average filled rate of 1,685 m ³ /year
Operational activities	Burning of brush, trees and clean wood material is allowed on-Site. Drop off depot location for recyclable materials, including mixed recyclables, glass, steel paint cans, aluminum, paper, boxboard and various plastics. The following materials are also collected on-Site: polystyrene, tires, scrap metal and white goods, automotive batteries, e-waste, mattresses, and LYW.
Operational Days	Nov 1 - March 31 Wednesday 10:00 am - 4:00 pm April 1 - October 31 Wednesday 9:00 am - 5:00 pm and Saturday 9:00 am - 5:00 pm
Municipalities Served	• Municipality of Northern Bruce Peninsula
Landfill Name	Lindsay Landfill (ECA No. A272902)
Landfill life capacity remaining	15-20 years, based on the average filled rate of 1,200 m ³ /year
Operational activities	Burning of brush, trees and clean wood material is allowed on-Site. Drop off depot location for recyclable materials, including mixed recyclables, glass, steel paint cans, aluminum, paper, boxboard and various plastics. The following materials are also collected on-Site: polystyrene, tires, scrap metal and white goods, automotive batteries, e-waste, mattresses, and LYW.
Operational Days	Nov 1 - March 31 – Saturdays from 10:00 am - 4:00 pm April 1 - October 31 – Fridays and Sundays from 9:00 am - 5:00 pm
Municipalities Served	Municipality of Northern Bruce Peninsula
Landfill Name	Eastnor Landfill (ECA No. A272301)
Landfill life capacity remaining	45 years
Operational activities	Drop off depot location for recyclable materials, including mixed recyclables, glass, steel paint cans, aluminum, paper, boxboard and various plastics. The following materials are also collected on-Site: polystyrene, tires, scrap metal and white goods, automotive batteries, e-waste, mattresses, LYW and plastic film.
Operational Days	Nov 1 - March 31 - Mondays from 10:00 am - 4:00 pm April 1 - October 31 – Mondays and Saturdays from 9:00 am - 5:00 pm
Municipalities Served	Municipality of Northern Bruce Peninsula
Operational Staff	Full time scale house operator and part time roads and landfill operators

Table 42: Northern Bruce Curbside Collection Summary

Collection Summary	Garbage	Blue Box
Service provider (contractor/in house)	Waste Management of Canada	Waste Management of Canada
Contract Years and extensions, tender or other	<ul style="list-style-type: none"> • 3 years • 2019 annual cost - \$272,255, for both garbage and recycling collection • Option to extend 	<ul style="list-style-type: none"> • 3 years • 2019 annual cost - \$272,255, for both garbage and recycling collection • Option to extend
Contract End Date	2019	2019
Collection Frequency	Weekly	Weekly
Bag Tags, Bin cost	N/A	
Bag limits	2	
Clear Bag Policy	N/A	
Bulky or organics collection	N/A	
Associated By-Laws	2013-74 Waste Management By-Law	

Table 43: Northern Bruce Summary of Current Diversion Services Provided to Residents

Program	Curbside Collection	Stewardship Program	Managing Authority	End Use
Blue Box (curbside)	✓	✓ SP	Waste Management of Canada	Various end markets for sorted and baled materials
Blue Box (depot)	✓	✓ SP	Waste Management of Canada	Various end markets for sorted and baled materials
Electronics		✓ SP	Municipality	
Tires		✓ SP	Municipality	
MHSW/HHW		✓ SP	County	
Mattresses		✗ muni	Municipality	
Scrap Metal		✗ muni	Municipality	Local scrap dealer
White Goods/ Appliances		✗ muni	Municipality	Freon must be removed beforehand
Polystyrene (PS)		✓ SP/mini	Municipality	
Plastic Film		✓ SP/mini	Municipality	

✓- SP – indicates that the program is a stewardship program and/or all costs are covered by the stewardship program

✓- SP / muni – indicates that the program costs are covered by the stewards and the municipality

x- muni – indicates the program is not a stewardship program; however, the municipality provides the service to residents

Table 44: Northern Bruce Diversion Tonnes and Volume 2019

Program	Collected Tonnes
Garbage Residential	1,839.03
Construction Segregated	79.3
Blue Box (depot)	162.88
Blue Box (curbside)	324.02
LYW & Brush	158.94
Wood	259.71
Electronics	29.47

Program	Collected Tonnes
MHSW/HHW	3
Scrap Metal	117.08
White Goods/Appliances	6.11
Total Diverted	1,140.51
Total Disposed	1,839.03
Diversion Rate (%)	38%

Table 45: Northern Bruce Waste Management Budget 2019

Budget Item 2019	Budgeted or Actual \$
Expenses:	
Collection Garbage	\$115,000
Collection Blue Box	\$235,000
Misc. Collection Costs	\$79,500
Landfill Operations	\$330,900
Capital Costs	\$47,000
Revenues:	

Strengths and Challenges

The following table (Table 46) highlights the strengths and challenges with respect to waste management that were discussed with municipal representatives during the interviews.

Table 46: Northern Bruce Waste Management Strengths and Challenges

Strengths	Challenges
<ul style="list-style-type: none"> • RPRA Datacall diversion rate, in comparison to BASWR's diversion rate, they are 10 % higher • Open to the County taking on diversion role and responsibilities • Manage three landfills with at least one open each day of week (in summer only) • Landfills are spread out with one hour drive between them (between most northerly and southerly locations) • Landfills have power on site • Removed rural waste bins due to contamination • Provide curbside recycling collection now and see an increase in diversion rate • Able to measure diversion performance better since scales in place at landfills • Reuse site is very popular and has a social element • Working relationship with Cottage Associations • Council is forward thinking, open to changes that are fact based • Ad Hoc committee, Waste Diversion Group (1 council member and community) 	<ul style="list-style-type: none"> • Large tourist influx seasonally and weekends; Population is 4,000, Population expands to 16,000 during the season; volumes triple (at least double) in the summertime • Collection is Mondays; get complaints from the public that Monday is not the best option • Small staff size; challenged to operate three landfills • High cost to manage three landfills • Challenges to find markets for all recyclables • Collection route has many small cottage roads that may get missed • Asked BASWR in 2007 for collection service; BASWR did not show interest due to Northern location; would increase the costs/hhld for other municipal partners • Too many seasonal tourists to check ID at landfill for local residency • Polystyrene was being stockpiled up until November 2020. This has since been removed by Second Wind Recycling

Strengths	Challenges
<ul style="list-style-type: none"> Community has very large environmental backing Environmental ad hoc committee provides educational pieces to the public in local newspaper; brought in different initiatives Working operational relationship with neighbouring municipalities. Bruce County Public Works Association members share knowledge and work well together Technical Sub Committee, works well 	<ul style="list-style-type: none"> Polystyrene densifier equipment at Hanover; have not been able to share this equipment yet

5.2.3.6

Saugeen Shores

The following section summarizes the information obtained through the document review and interviews with staff. It includes the following information:

- Population and households (Table 47);
- Facilities overview and operational staff (Table 48);
- Curbside collection summary (Table 49);
- Diversion services provided to residents (Table 50);
- Diversion performance and associated tonnage (Table 51); and
- 2019 waste management budget (Table 52).

Table 47: Saugeen Shores Population, Households and IC&I Businesses

Category	2017	2018	2019	3 Year Change
Population Total	13,920	14,131	14,578	4.73%
Households Total	7,681	7,764	7,910	2.98%
ICI& Businesses	266	265	267	0.38%

Table 48: Saugeen Shores Facilities Overview and Operational Staff

Facility Type	Description
Landfill Name	Southampton Landfill (ECA No. A27310)
Landfill life capacity remaining	15.6 years, at average fill rate
Operational activities	Accepts residential waste. Drop off depot location for recyclable materials, including cardboard and film plastic. The following materials are also collected on-Site: tires, wood waste, scrap metal and white goods, construction debris, e-waste, green waste, MHSW and mattresses.
Operational Days	Monday, Wednesday, Friday 9:00 am - 5:00 pm and Saturday 9:00 am - 4:00 pm
Municipalities Served	Saugeen Shores
Depots	Southampton Landfill
Operational Staff	1 full time person 6 days per week, 3 part time landfill scale house attendants

Table 49: Saugeen Shores Curbside Collection Summary

Collection Summary	Garbage	Blue Box
Service provider (contractor/in house)	BASWR	BASWR
Collection Frequency	Weekly	Bi-weekly
Bag Tags, Bin cost	\$2.00	Blue bins are \$7.63 plus HST
Common Complaints	<ul style="list-style-type: none"> • Garbage wasn't picked up • No organics collection • 	<ul style="list-style-type: none"> • Not all materials can be recycled
Bulky or Organics collection	N/A	
Associated By-Law	39-2008 Waste Disposal By-Law	

Table 50: Saugeen Shores Summary of Current Diversion Services Provided to Residents

Program	Collection Service	Stewardship Program	Managing Authority	End Use
Blue Box (curbside)	✓	✓ SP	BASWR	Various end markets for sorted and baled materials
Blue Box (depot)		✓ SP	BASWR	Various end markets for sorted and baled materials
Electronics		✓ SP	Municipality	
Tires		✓ SP	Municipality	
MHSW/HHW		✓ SP	Bruce County	
Mattresses		x muni	Municipality	
Scrap Metal		x muni	Municipality	Local scrap dealer
White Goods/ Appliances		x muni	Municipality	Freon must be removed beforehand
Polystyrene (PS) (starting January 2021)		✓ SP/muni	Municipality	
Plastic Film		✓ SP/muni	Municipality	

✓ - SP – indicates that the program is a stewardship program and/or all costs are covered by the stewardship program

✓ - SP / muni – indicates that the program costs are covered by the stewards and the municipality

x- muni – indicates the program is not a stewardship program; however, the municipality provides the service to residents

Table 51: Saugeen Shores Diversion Tonnes and Volume 2019

Program	Collected Tonnes
Garbage Residential	10,169
Construction Segregated	689
Blue Box (depot)	1,135
LYW & Brush	170
Wood	1,501
Electronics	37
Tires	231
MHSW/HHW	33
Mattresses	43
Scrap Metal	161
Total Diverted	4,001
Total Disposed	10,169
Diversion Rate (%)	28%

Table 52: Saugeen Shores Waste Management Budget 2019

Budget Item 2019	Budgeted or Actual \$
Expenses:	
Collection Garbage	
Collection Blue Box	
Landfill Operations	\$960,960
Revenues:	
Tipping Fees Landfill	\$715,433
Diversification Materials Sale	\$34,660
Bag Tags	
General Levy	\$452,100
Sale of Composters	\$2,100
BASWR Lease Payment	\$5,000
Operating Reserve	

Strengths and Challenges

The following highlights the strengths and challenges with respect to waste management that were discussed with municipal representatives during the interviews.

Table 53: Saugeen Shores Waste Management Strengths and Challenges

Strengths	Challenges
<ul style="list-style-type: none"> Draft waste management strategy recently prepared; final to come in 2020 New staff with fresh perspectives; interested in efficiencies Good working relationship with neighbouring municipalities; share knowledge transfer Open to the County taking on a larger role; reach economies of scale Operate one landfill in Southampton (has a scale) and one closed landfill in Port Elgin Doubled tonnes of diverted electronics, scrap metal, mattresses from 2018 to 2019 BASWR contract for both garbage and Blue Box curbside collection; BASWR uses landfill scale Two locations with bins for drop off cardboard and film plastic; no cardboard accepted in current curbside collection Collects recycling from downtown business, the arena and Town Hall Bag tags; see changes in behaviour, more recycling, less garbage coming in Enforcing bag tag system by leaving untagged bags or leaving stickers for information purposes; keep a list of non-compliant addresses Sells backyard composters to residents and provides composting information online 	<ul style="list-style-type: none"> Small rural population and limited resources Southampton landfill capacity has 7 to 15 years capacity remaining depending on fill rate (AMR report). Landfill has 12 years of capacity based on average fill rate. Historical fill rates are used to determine capacity. Total collected waste tonnes increasing each year; tripled from 2015 to 2019 BASWR MRF, located at the Southampton landfill, has no space for expansion BASWR future unclear regarding Blue Box transition to full EPR; Saugeen Shores picked the earliest transition date (potential cost savings) while other partners picked the last transition date Current Pay As You Throw (PAYT) bag tag system is not favoured by Mayor; rather increase tax levy (\$49 currently) No garbage bag limit (number of bags) as long as tagged; weight limit is 25 pounds Unable to offer the level of service of larger municipalities Packaging materials that are not collected for recycling, due to hard to find markets, include polystyrene, tetrapaks, milk cartons, aluminium foil plates, waxed cardboard and more No LYW nor bulky item curbside collection services

Strengths	Challenges
<ul style="list-style-type: none"> • LYW can be dropped off at landfill LYW pile; separate entrance • Public would like an organics collection program • Batteries collection; drop off at four locations • Reuse at the landfill; "take it/leave it" trailer on site located after the scale • Illegal dumping is not a major issue; one dozen cases a year 	<ul style="list-style-type: none"> • Organics: view is that as a municipality, would not be mandated by new organics legislation; applies to 50,000 population to require curbside organics collection. View is that "the cost for curbside organics collection would exceed the cost to landfill it." • Construction waste is a challenge for proper diversion and recycling. Waste is generated from residential housing but disposed by private contractors. Currently cheaper for contractors to pay the unsorted tipping fee than spend time to sort it for diversion. Much of it is contractors building residential houses. • Windblown litter into the forest behind the landfill; no litter fencing • Two Council members considering incineration as an option; residents are not requesting incineration options

During the study input from Elected Officials was also provided. This has been included in Table 54.

Table 54: Saugeen Shores Elected Official Input

Elected Official	Input
1	<ul style="list-style-type: none"> • Very interested in what can happen in the area of Waste Management. • Look at the possibility of building an incinerator in Saugeen Shores. It could take all the garbage from the area and convert it into energy with a generator. • Consider a partnership with Owen Sound, who spends hundreds of millions of dollars shipping waste to Michigan. • Incinerator could be one of the greatest green initiatives that the community could undertake.
2	<ul style="list-style-type: none"> • Township of Georgian Bluffs and Chatsworth, back in 2013 they invested into an Anaerobic Biogrid Digester; have chatted on several occasions about the Digester. There is some discussion about "mothballing" this facility until such time the Provincial Government begins their comprehensive review of the Waste-Free Ontario Strategy 2025 or until such time a final plan is in place. The preliminary plan calls for Ontario communities to increase their organic waste diversion rate by about 10%. • When Chatsworth and Georgian Bluffs invested in the Biogrid Digester system (\$1.5 to 2 Million which included a sewage lagoon), they were optimistic that digesting organics along with accommodating septic waste and Fat, Oil and Grease was their goal. Over time, septic waste has become the main source that fuels the digester which results in the production of electricity. Hydro One made payments to the two municipalities (\$70,000 in first year) in lieu of electricity produced by the digester. From the organics side of things, this part of the equation has not proven to be very successful. • Consideration of introduction of a Green Box Program. Southgate is a fairly small municipality that has a Green Box program for the handling of organics

Elected Official	Input
	<ul style="list-style-type: none"> • If the Province is in fact going to pass legislation that calls for the reduction of organics by 2025 to 2030, should Saugeen Shores explore potential partnership with Chatsworth/Georgian Bluffs? • Is transporting of Sewage to a site like Georgian Bluffs Biogrid Digester an option, as we are nearing capacity at our Southampton sewage plant, a short term solution? Ontario Clean Water Agency (OCWA) operates the sewage lagoon for Chatsworth and Georgian Bluffs. The Lagoon is located about 35 minutes from Saugeen Shores Southampton Sewage Plant • A Green Bin program can be expensive to operate. Trying to find a new site for a landfill site is also expensive. The Provincial Government is looking for alternatives including reduction of organics. Partnering with another municipality like Georgian Bluffs/Chatsworth/Southgate may be an option to consider.
3	<ul style="list-style-type: none"> • Goals include reduction of landfill use, increase in recycling and reuse, sustainable and affordable management of food waste including diversion of food waste from landfill • Study outcomes include: <ul style="list-style-type: none"> ○ Fulfillment of the above goals and a system of food waste collection; however, realize from other municipalities' experiences, that this is an expensive process to have collection at homes like garbage and recycling; ○ Consideration of the Jasper, Alberta animal-proof neighbourhood food-waste collection system (https://jasper-Alberta.com/2210/Composting) • Current challenges include: <ul style="list-style-type: none"> ○ Waste collection and recycling COVID-related challenges ○ Single-use plastics; now being seen as being safer and more sanitary for COVID ○ Many re-use depots are not collecting used goods, and as a result many people's focus is not on recycling and re-use, but on being safe ○ Without an end to COVID in sight, difficult for all municipalities to make long-term plans. • As is the case with small municipalities, lack budgets for more sophisticated recycling technologies, therefore more of their waste goes to landfill (e.g. machinery to separate the 3-4 multi-layers of materials in packages like tetrapaks) • Reduction of global recycling markets for plastic, styrofoam, glass • Loss of markets for materials leading to more stress on the landfill, and a significantly reduced revenue from Blue Box marketed materials • A large number of seasonal residents and tourists rent seasonal properties. Most seasonal residents are from large municipalities within the GTA. They bring with them expectations that there is the recycling capabilities of their home municipalities and often express dissatisfaction with the recycling system. Once you explain to them what the limits are, they understand, but the bottom line is to explain, if you want to recycle, don't buy tetrapaks or milk cartons. • Experiencing unprecedented construction growth and as a result, the landfill has been impacted by increased construction waste. • Important recent changes: increased charges for waste to motivate contractors to recycle more and put less in landfill. • Operate a garden/lawn waste no-charge compost site which is well-managed and organized. • Summer 2019, staff implemented a very successful film plastics collection program. Had to increase collection from once a month to twice. The film plastics are collected by a company in Elmwood who in turn sell them to a company in Listowel that converts the plastics into plastic pellets which are used to make plastic lawn furniture, etc. It would be beneficial to bring in more programs like this. • Could food waste, once composted, be used by County farmers as a fertilizer.

5.2.3.7

South Bruce

The following section summarizes the information obtained through the document review and interviews with staff. It includes the following information:

- Population and households (Table 55);
- Facilities overview and operational staff (Table 56);
- Curbside collection summary (Table 57);
- Diversion services provided to residents (Table 58);
- Diversion performance and associated tonnage (Table 59); and
- 2019 waste management budget (Table 60).

Table 55: South Bruce Population, Households and IC&I Businesses

Category	2017	2018	2019	3 Year Change
Population Total	5,582	5,567	5,571	-0.20%
Households Total	1,101	1,101	1,101	0.00%
IC&I Businesses	85	85	84	-1.18%

Table 56: South Bruce Facilities Overview and Operational Staff

Facility Type	Description
Landfill Name	Carrick-Mildmay (ECA No. A272101)
Landfill life capacity remaining	21 years, assuming an average fill rate of 1,564 m ³
Operational activities	Burning of brush, trees and clean wood material is allowed on-Site. Drop off depot location for recyclable materials, including mixed recyclables, glass, steel paint cans, aluminum, paper, boxboard and various plastics. The following materials are also collected on-Site: tires, scrap metal and white goods, automotive batteries, e-waste, mattresses, MHSW and LYW
Operational Days	• Wednesdays from 9:00 - 12:00 and Saturdays from 9:00 - 4:00
Municipalities Served	South Bruce
Landfill Name	Teeswater - Curloss (ECA No. A272201)
Landfill life capacity remaining	16 years, assuming average fill rate of 2,140 m ³
Operational activities	Burning of brush, trees and clean wood material is allowed on-Site. Drop off depot location for recyclable materials, including mixed recyclables, glass, steel paint cans, aluminum, paper, boxboard and various plastics. The following materials are also collected on-Site: tires, scrap metal, e-waste, mattresses and LYW.
Operational Days	Tuesdays and Thursdays from 9:00 - 1:00 and Saturdays from 9:00 - 4:00
Municipalities Served	South Bruce
Operational Staff	Not provided.

Table 57: South Bruce Curbside Collection Summary

Collection Summary	Garbage	Blue Box
Service provider (contractor/in house)	Bruce Service Sales & Rentals/APC	BASWR
Collection Frequency	Weekly	Bi-weekly
Bag Tags, Bin cost	\$2.50	
Bag limits	No	
Bulky or organics collection	N/A	
Associated By-Laws	2019-52 Fees By-law 2016-16 Contract for Services Agreement – Curbside Garbage Collection	

Table 58: South Bruce Summary of Current Diversion Services Provided to Residents

Program	Curbside Collection	Stewardship Program	Managing Authority	End Use
Blue Box (curbside)	✓	✓ SP	BASWR	Various end markets for sorted and baled materials
Blue Box (depot)		✓ SP	BASWR	Various end markets for sorted and baled materials
Electronics		✓ SP	Municipality	
Tires		✓ SP	Municipality	
MHSW/HHW		✓ SP	County	
Mattresses		✗ muni	Municipality	
Scrap Metal		✗ muni	Municipality	Local scrap dealer
White Goods/ Appliances		✗ muni	Municipality	Freon must be removed beforehand
Polystyrene (PS)		✓ SP/muni	Municipality	
Plastic Film		✓ SP/muni	Municipality	

✓ - SP – indicates that the program is a stewardship program and/or all costs are covered by the stewardship program

✓ - SP / muni – indicates that the program costs are covered by the stewards and the municipality

x- muni – indicates the program is not a stewardship program; however, the municipality provides the service to residents

Table 59: South Bruce Diversion Tonnes and Volume 2019

Program	Collected Tonnes
Garbage Residential	1,348.08
Construction Segregated	206.8
Blue Box (depot)	328.7
Wood	122.34
Electronics	7.05
MHSW/HHW	6.8
Scrap Metal	103.89
Total Diverted	775.58
Total Disposed	1,348.08
Diversion Rate (%)	36.5%

Table 60: South Bruce Waste Management Budget 2019

Budget Item 2019	Budgeted or Actual \$
Expenses:	
Collection Garbage/Blue Box	\$138,530
Carrick Landfill Expenses	\$94,893
Curloss Landfill Expenses	\$156,488
Capital Expenses	\$38,151
Revenues:	
Diversion Materials Sale	\$270
User Fees Garbage Collection	\$91,525
Bag Tags	\$121,845
Carrick Landfill Revenue	\$29,716
Curloss Landfill Revenue	\$181,553
Operating Reserve	\$34,997

Strengths and Challenges

The following table (Table 61) highlights the strengths and challenges with respect to waste management that were discussed with municipal representatives during the interviews.

Table 61: South Bruce Waste Management Strengths and Challenges

Strengths	Challenges
<ul style="list-style-type: none"> No seasonal residents in the area Goal to reduce use of landfill 20 years landfill capacity; study done this summer Cost analysis in progress to purchase sea containers to store electronic waste Added camera onsite for security (using deer trail cameras) 2021 goal to provide power at the site Garbage collected curbside by Bruce Waste Services; not BASWR Operating hours are satisfactory; some car lineups Saturdays Do not receive many complaint phone calls; exception Maple Creek subdivision Promotes backyard composting; just got a price on Green Cones Good participation at landfill depot especially from rural area; bins are full Social aspect to Saturdays at the landfill, especially farmers Council shows interest; asks staff questions especially regarding EPR Good relationship with neighbouring municipalities; all communicate and share advice with each other Annual waste calendar mail out 	<ul style="list-style-type: none"> Local farmers burn and bury waste on their farms rather than bring to landfill/depot Very rural demographic, large agricultural area, small population, limited resources Bordering road with Brockton; issue to share collection resources is unresolved, amending the ECA to do so is not viewed as worthwhile; applies to Maple Creek subdivision (approximately 21 households) Brockton will not collect curbside from the bordering Maple Creek subdivision as it is not within their jurisdiction Polystyrene collection program needs solution; overwhelmed with the material BASWR future is unknown; not getting answers they need Concern if have to provide curbside recycling collection services in-house; need to purchase truck and staffing additions BASWR deficit \$140,000 last year; anticipate 15% to 20% cost increase this year Not a full partner with BASWR; rural areas not collected curbside; would need capital buy-in with BASWR; pay \$11,000 annually for urban Blue Box service i.e. \$31.40/hhld

Strengths	Challenges
<ul style="list-style-type: none"> Actively identifying users for local residents only at landfill Teeswater site has a long life; Mildmay site has a short life Traces any illegal dumping to source and impose a penalty fee Bag tag fees: \$2.50 and \$3.00 at landfill per garbage bag New management and administrative staff to the role; new perspective 	<ul style="list-style-type: none"> No document of original arrangements regarding town limits for BASWR collection Rural farmers do not want to pay extra for curbside collection Bale wrap; do not have a recycler; storing material for now Electronic waste at landfill depot; getting break-ins and stolen electronics; LYW used as landfill cover; not compost No electricity service at landfill; solar powered scale Do not share any resources with other municipalities; however, Brockton residents share landfill use with an existing agreement Digital communications, social media not reaching senior residents

5.2.4 Impacts of COVID-19

The coronavirus (COVID-19) pandemic led to a major disruption of waste management services. On March 17th, 2020, the Ontario government declared a state of emergency in Ontario which ordered the closure of non-essential business, which included daycares, bars and restaurants, theatres and private schools. Many municipalities in Ontario decided to reduce waste services and close landfills in order to prevent the spread of Covid-19. During the interview with each municipality (which was held in June, 2020), they were asked about the impacts of COVID-19 on their program, some of which is captured in Section 6.2.3, and summarized in Table 62.

Table 62: Summary of Impacts from COVID-19

Municipality	Impacts of COVID
Arran-Elderslie	<ul style="list-style-type: none"> Increase in customers as they were one of the few landfills open Only let in a few residents at a time Increase in waste tonnage was identified during COVID Thursday pickups have increased in the last 4 - 6 months, in comparison to last year at the same time
Brockton	<ul style="list-style-type: none"> Greenhock landfill is closed BASWR would not sort at the curb during collection BASWR was sending recyclables to Bluewater, at the cost of municipalities No discussion on additional costs Bruce Waste Sales, no issues collecting, they have noted waste has increase during COVID Reduced number of cars on site (landfill), more signage to direct people through, had protocols in place for money handling A handful of residents from outside of boundaries when to the landfill to dispose materials

Municipality	Impacts of COVID
Huron-Kinloss	<ul style="list-style-type: none"> • Have not seen the tonnages this year yet • No access to files right now/server • Revenues are down right now • Curbside collection is up, trucks are returning 2 hrs earlier full • Staff interacting concerns, PPE, masks over heated
Kincardine	<ul style="list-style-type: none"> • See a decrease now in use • May see a surge due to softening of restrictions
Northern Bruce Peninsula	<ul style="list-style-type: none"> • Closed down landfills • Kept it open for account holders (no cash, allowed invoicing) • Used to only accept cash, brought in interact • Recommending at this time to keep re-use buildings will remain closed • When landfills opened up they limited entrance to 5 cars at a time
Saugeen Shores	<ul style="list-style-type: none"> • Closed scale house to public fairly quickly, still completed curbside collection • Reopened to the public for normal operations in May and continued with this • Planned all extra staff and traffic control and they didn't see a lot of volume • First hour was heavy traffic and overall slightly more cars than a typical Monday but not a large increase in number • Limited to 5 cars at a time • Car volume has been steady
South Bruce	<ul style="list-style-type: none"> • Revenues from landfill since COVID has skyrocketed, allocate those funds to reserves to get power at the landfill sites (modernize the landfills) • Keep landfill going, shut down for almost 2 weeks to prep for safety precautions • Garbage collection was still going on • Because of COVID, not taking cash, alternatives are to buy bag tags or to use the scale house and the municipality will invoice them later on • A lot of invoices being sent out, a lot of extra person power required • No real issue with residents not paying • Issue of non-residents using the landfills, because they were open (half a dozen from Huron-Kinloss)
BASWR	<ul style="list-style-type: none"> • Temporarily diverted collected material to another facility to reorganize their own facility

6.0

Jurisdictional Review

This section presents the findings and results of the jurisdictional review and best practices for residential solid waste management. The approach and methodology for this task has been described in Section 3.3.1.

6.1

Selected Jurisdictions

The 25 Canadian municipal, county and regional jurisdictions that were considered for review as part of the jurisdictional review included the following:

- District of Muskoka
- Grey County
- Oxford County
- County of Peterborough
- Wellington County
- City of Guelph
- Huron County
- Kawartha Lakes
- County of Northumberland
- Simcoe County
- Norris Arm/Central Waste Management Region
- Sunshine Coast Regional District
- Township of Georgian Bluffs and Chatsworth
- Township of Southgate (Grey County)
- Jasper
- County of Norfolk
- Kenora
- North Bay
- Regional District of East Kootenay
- Thompson-Nicola Regional District
- Greater Miramichi RSC
- East Hants
- Durham Region
- York Region
- Metro Vancouver

A summary table of 25 municipal jurisdictions considered for the review, along with their high level relevant waste management approaches, operations and policies and the rationale for consideration as a comparative jurisdiction for short list selection has been included in Appendix A.

6.2

Selected Six Jurisdictions for Review

In consultation and collaboration with the MIC, the list of 25 was ranked according to discussion with and feedback received from the MIC. The six preferred jurisdictions by the MIC for this study were all located in South Eastern Ontario and included the following jurisdictions:

- Oxford County;
- Grey County (Including Southgate, Chatsworth and Georgian Bluffs);
- City of Guelph;
- District of Muskoka;
- Peterborough County; and
- Wellington County.

A summary spreadsheet was populated with relevant high level findings from each of the six jurisdictional reviews. The data included information collected by internet research and one phone call to the relevant government contact to confirm or clarify researched findings, where necessary. The information gathered, by topic, and sub-topics (to categorize the questions) and confirmed from each of the six shortlisted jurisdictions is provided below in Table 63. The results for each of the reviewed jurisdictions are included in Appendix B.

Table 63: Information Compiled for the Jurisdictional Review

Topic	Jurisdiction Information Requests	Sub-Topics
Demographics	What are the demographics of the residents you service: population, density, households, multi-family buildings (if significant) and seasonal residents?	Pop., Density (/km ²), Households, Seasonality
Governance Structure	What is your governance structure: upper tier and lower tier, and what are the responsibilities and roles with respect to waste management for each tier?	Upper/Lower Tiers
Performance	What is your 2018 diversion rate (via RPRA) and municipal grouping? Do you calculate or track your own diversion rate? Do you have a diversion target or goal? What are the kg/capita you manage per year per waste stream (garbage disposed, recycling marketed, organics composted)?	Diversion % (RPRA 2018), Municipal Grouping Tonnes managed by waste streams (kg/cap)
Facilities	What waste management facilities do you operate including landfills, transfer stations, depots, public drop offs and MRFs? How many years of landfill capacity remains?	Landfills /TS MRFs /Depots
Collection	What collection service do you provide curbside and at what frequency (weekly or bi-weekly). Do you use bags, bins or carts?	Curbside and Public Drop Off (PDO)
Contracted Services	What services are contracted services to a third party?	collection, disposal, MRF, composting
Programs	What diversion programs do you currently offer, or plan to offer, such as: Blue Box, Green Bin, leaf and yard waste, mattresses, textiles, reuse, swap programs or events?	Reuse/Swap Blue Box Organics (LYW, SSO)
EPR /Stewardship	What EPR or stewardship programs do you participate in: tires, electronics, MHSW/HHW, batteries etc.?	Tires, Electronics, MHSW/HHW, Batteries
P&E	What promotion and education communications do you provide to your residents and businesses? How do you compile local feedback?	Promotion, education and feedback
Partnerships	Who do you partner or collaborate with in regards to waste management and diversion services, events or activities (upper tiers, neighbouring municipalities, associations, community groups, volunteers, students, NGOs, First Nations, charities)?	Collaborations

Topic	Jurisdiction Information Requests	Sub-Topics
Efficiencies, Cost Savings and Innovative Approaches	What innovative approaches to waste management and diversion have you implemented or are planning to? What are the cost savings or efficiencies have been implemented? What are the lessons learned?	Approach and impact
Budget	What is the annual net budget for waste management per household (or capita)?	\$/hhld or \$ /capita
Staff	What are your staffing resources for waste management operations?	FT, PT, intern
Strategy/Plans	Do you have a waste management strategy or plan? When it was last updated or reviewed.	Long and short term Master Plans
Policy	What bylaws, policies and incentives are in place to support waste management and diversion? Is there active enforcement, tracking and or continued education?	Bylaws
		Enforcement
		Waste Limits
Future Regulations /Policy	How have you planned for or anticipated new future provincial regulations due to the Waste Free Ontario Act?	Full Extended Producer Responsibility (MECP)
		Food and Organic Waste Framework (MECP)
		Additional Material Designation (Mattresses, Textiles, Wood etc.)
		Circular Economy (Zero waste, Reduction, Reuse, Procurement, SUPS, Construction)
Practices contributing to Diversion	What are your approaches and practices that impact or contribute most to waste diversion and participation?	Impact quantified (tonnes or %)

6.3 Best Practices from the Jurisdictional Service Review

The methodology applied in determining the best practices was described in Section 3.3.2. Based on the information compiled from the jurisdictional review, along with waste management industry experience, several common solid waste management best practices and approaches were identified. While there are numerous solid waste management best practices, Dillon has considered those that may be applicable to the size, current operations, resources and potential considerations for the municipalities and the County for this study. While the best practices that are common to several jurisdiction reviews are summarized in Table 64, the details of how each jurisdiction implements or operates the best practice is described in more detail in Appendix B.

Note that while a best practice may be common to several jurisdictions, their approaches may still vary slightly. As an example, several jurisdictions accept plastic film, such as plastic shopping bags for recycling. The operational difference shows that some may only accept it at their public drop-off depots, while others may also accept it in their Blue Box curbside collection service. Dillon identified the

collection of plastic film as a best practice since four of the six jurisdictions reviewed accept plastic film, as well as numerous other municipalities across Canada.

Table 64: Best Practices

	Relevant Services	Waste Management Best Practice	Demonstrated Jurisdictions
1	Blue Box Program	Materials accepted in their Blue Box collection includes cartons (milk, juice etc.) and Tetrapak type containers.	Oxford County, Guelph, Muskoka's, Peterborough County, Wellington, Grey County
2	Blue Box Program	Materials accepted in their Blue Box collection includes plastic film, such as plastic bags.	Oxford County, Muskoka's, Peterborough County, Wellington, Grey County
3	Blue Box Program, Collection	Blue Box curbside collection is only collected in Blue Boxes and is not accepted for curbside collection in plastic bags. Materials collected in large plastic bags are problematic at MRFs. It entangles in the equipment and increases maintenance time and reduces operational time.	Peterborough County
4	Collection	Offers a combination of curbside collection as well as multiple drop-off depot collection services. Extent of services dependant on population density.	Muskoka's, Peterborough County, Grey County
5	Collection	Mandatory Clear Bags policy for curbside garbage collection by most townships in the county. Clear garbage bags is a proving policy to improve recycling quantities and to protect the health and safety of collection workers.	Peterborough County
6	Collection	Curbside services are provided for all households throughout the jurisdiction, whether they be rurally located, seasonal or new developments.	Oxford County, Guelph, Wellington, Grey County
7	Collection	Biweekly blue box and garbage collection.	Grey County (Southgate, Owen Sound)
8	Collection, Costs, Organics, Blue Box	Some municipalities charge new developments or new residents for Blue Boxes and Green Bins. This saves capital costs for the purchase of additional new bins for new developments and new residents after the collection programs have already rolled out and have been implemented.	Grey County (Southgate, Meaford)
9	Collections, Costs, Partnerships	Curbside collection contracts are shared among multiple municipalities e.g. six municipalities in Oxford County. The pooled collection contract provides cost savings and consistent services.	Oxford County

	Relevant Services	Waste Management Best Practice	Demonstrated Jurisdictions
10	Collection, Costs	Pay As You Throw (PAYT) user pay garbage bag tags or bag limits are enforced. Bags without a pre-paid valid bag tag, or the number of bags exceeding the allowable bag limits (i.e. number of bags accepted each pick-up day) are left at the curbside and are not collected. Typically collectors leave a sticker educating the resident as to why.	Oxford County, Muskoka's, Peterborough County
11	Collection, Organics	Provides a source separated organics (SSO) such as kitchen waste collection program. The Green Bin cart type program is a curbside collection service.	Guelph, Peterborough County, Grey County (Southgate, Meaford)
12	Drop-off Depots	Availability of additional recycling collection depots supports the increase of diverted materials from the landfill due to the added convenience of service to the residents. Depots, including community located drop-off sites (e.g. used batteries boxes at libraries) also accept more materials than accepted for curbside collection, and therefore diverts more materials from landfills.	Oxford County, Guelph, Muskoka's, Peterborough County
13	Partnerships, Cost savings	Discussions with neighbouring municipalities support opportunities for program collaborations, pooled resources, added services to residents and cost savings, e.g. MHSW collection depots, organics programs.	Grey County, Guelph, Peterborough, Wellington County, Oxford County
14	P&E	Promotion and education (P&E) for the residents and business are provided under the County's communications role. This approach supports consistent and updated messaging and pooled resources under the County.	Oxford County, Peterborough County, Grey County
15	P&E	P&E websites related to waste management and diversion are extensive with useful information for the residents and or business. Waste and diversion information is well organized, thorough and provides up to date and current content and resources. Reduces the number of calls to customer service and provides clarity for residents, visitors and businesses.	Oxford County, Guelph, Muskoka's, Peterborough County, Grey County
16	P&E	Waste and recycling mobile phone application as well as an online searchable sorting website tool provides easily accessible and convenient up to date access to collections schedules, recycling sorting information and facility operating hours.	Oxford County, Guelph, Muskoka's, Peterborough County, Grey County
17	P&E	A Waste Education Centre provides a centre for education and information to the public and especially for training for schools and community group tour groups.	Oxford County, Guelph
18	P&E, Performance Targets	P&E that shares waste and diversion reports online for public viewing show progress towards meeting diversion targets and goals established in waste management strategies.	Guelph, Grey County
19	P&E, Outreach	Public liaison committees and outreach supports residents input into policy development, stakeholder engagement, challenges	Muskoka's, Grey County (Southgate)

	Relevant Services	Waste Management Best Practice	Demonstrated Jurisdictions
		and issues and opportunities to educate the residents and businesses in waste diversion initiatives or program and service improvements.	
20	Seasonal Services	Services for seasonal residents had different approaches compared to permanent residents. These included limited services such as depot drop off bins, as opposed to curbside collection.	Muskoka's, Peterborough County
21	Strategies / Plans Roadmap	A Solid Waste Management Strategy or a Master Plan, including public consultation during their development are produced for a long terms timeframe and include defined targeted diversion goals, budget and a roadmap to achieve them.	Oxford County, Guelph, Peterborough County, Grey County(Me)
22	Waste Audits	Waste characterization audits sort local waste streams (garbage, blue box, recycling, and organics) to inform the local waste management operations, progress and identifies the areas for focus.	Oxford County, Guelph, Grey County (Owen Sound)
23	Waste Audits	Waste characterization audits help determine challenges in various waste streams and diversion programs. Audits identify issues for mitigation such as contamination in blue box collection or recycling materials commonly found in the garbage stream.	Grey County (Southgate), Guelph, Oxford County, Peterborough County
24	Waste Sites	No landfill is owned nor managed by the municipalities. All waste disposal service is contracted out to a third party. To keep costs low, diversion programs are maximized.	Guelph, Grey County (Owen Sound, Meaford)
25	Waste Sites	One central active landfill accepts waste from the County municipalities/townships with several transfer stations or depots located locally. All depots transfer waste to one central landfill.	Muskoka's, Wellington, Peterborough County
26	Waste Sites, Partnerships	Diminishing capacity of landfill space was a driver for the political will to form municipal partnerships in sharing landfill facilities within a County.	Grey County, Peterborough County

7.0

Future Needs and Gaps

The ways in which waste has been managed and the types of wastes that municipalities have had to manage has changed drastically over the last 20 years. The Service Review needs to consider the ways in which the different facets of waste management that could change current operations and programs. The following sections present the quantity of waste that County municipalities are projected to manage, as well as the needs and gaps currently identified in their waste management operations, resources and approaches.

7.1

Future Needs – Tonnes Projections

Through the municipal waste background report and data compilations discussed in Section 5.0, a need to develop a long-term forecasting model to identify growth impacts across all waste service streams was identified. For the purposes of this service review, a 20-year planning period was used to support and rationalize the direction of future waste management programs and services. The steps involved understanding historical and current trends in waste generation, reviewing available waste composition data and population projection data, and using it to estimate the future total quantities of waste to be managed over the planning period.

7.1.1

Forecasted Waste Quantities

To estimate future waste quantities to be managed over the 20-year planning period, 2019 was selected as the base year. A full breakdown of tonnages by the municipality is provided in Table 65. The overall estimate of the quantity of waste generated in 2019 in each municipality was determined using the following sources:

- Residential quantities of waste landfilled and recycled by the municipality;
- BAWSR reporting forms for RPRA; and
- Landfill Annual Monitoring Reports.

Table 65: Tonnes per Municipality

Municipality	Tonnes Diverted	Tonnes Disposed
Arran-Elderslie	542	2,230
Brockton	1,098	3,136
Huron Kinloss	1,220	2,381
Kincardine	2,686	4,858
Northern Bruce	1,141	1,839
Saugeen Shores	4,001	10,169
South Bruce	776	1,348
Total Generated	11,464	25,961

It was assumed that the waste composition would remain unchanged over the 20-year planning period. However, the participation and capture rates will change over time due to new programs and policies, increased promotion and education and product stewardship initiatives. It is challenging to predict the future waste stream based on how quickly and continuously waste has and continues to change. Some examples of how waste is currently changing include:

- Product packaging is getting lighter to reduce transportation costs;
- More people prefer to get their news from online sources, which is decreasing the generation of newspapers;
- Increased online shopping in general as well as throughout Covid-19 generates more household cardboard;
- Increased availability of single-use products (e.g., coffee capsules, stand-up pouches); and
- There is an impact due to COVID where seasonal residents are staying longer into the fall and the snowbirds did not leave this year.

The waste generation rate estimates the total quantity of materials generated or produced by an individual/unit. Waste generation rates are affected by various factors and can be closely linked with economic conditions. In general, the more prosperous the population is, the more money they will spend, and in turn, the more waste they will generate. A literature review was conducted to support the selection of an annual waste generation rate in combination with reviewing the MIC data. The findings (Table 66) show that the range in annual waste generation growth rate is 0.8% to 3.8% with the average being 2.3%. It was assumed that the increase in total waste generated over the planning period would be attributed to population growth and an annual waste generation growth rate (assumed to be 1% per year).

Table 66: Summary of Average Waste Generation Rates Found In Literature

Report	Average Annual Waste Generation Growth Rate (%)
W12A Annual Report Waste Generation Projections & Landfill Capacity Assessment, Prepared by City of London, ON (2016)	Scenario A: 1.25% Scenario B: 0.77% Scenario C: 1.72%
ISL Engineering and Land Services Capital Region Integrated Growth Management Plan Final Report (2007)	High Estimate: 3.8% Low Estimate: 1.38%
City of Kawartha Lakes Growth Management Strategy and Municipal Master Plan Project (Feb, 2012)	Average: 1.32%
Region of Waterloo Waste Management Master Plan, Interim Report No. 1 Waste Generation and Projections (Sep, 2012)	Average: 1.79%
Region of Waterloo Waste Management Master Plan, Interim Report No. 1 Waste Generation and Projections (Sep, 2012)	Per Capita Waste Generation (kg/capita): 0.79%
Toronto Long Term Waste Strategy Technical Memorandum No. 2	Single Family: 1.15% Multi-Residential: 1.75% Average: 1.37%
Toronto Long Term Waste Strategy Technical Memorandum No. 2	Low Estimate: 1.4% High Estimate: 2.75%

7.1.2

Population Trends

The population changes between 2011 and 2016, and the annual population growth or decline for each MIC municipality is presented in Table 67. The population estimates were retrieved from Townfolio, which were developed with the Bruce County Economic Development group. It is noted that municipal growth projections should be confirmed in future strategic planning and execution work based on the following:

- COVID-19 has influenced immigration and emigration trends in Bruce County in ways that are not yet fully understood and should be investigated further as this will have an impact on waste management.
- The Minister of Finance population projections differ from Townfolio; however, the Minister of Finance population projections are provided at the County level versus on lower-tier level.

Table 67: Population Trends

Year	Arran-Elderslie	Brockton	Huron Kinloss	Kincardine	Northern Bruce	Saugeen Shores	South Bruce
2011	6,810	9,432	6,790	11,174	3,744	12,661	5,685
2016	6,803	9,461	7,069	11,389	3,999	13,715	5,639
2017	6,821	9,467	7,118	11,457	4,050	13,920	5,582
2018	6,836	9,479	7,169	11,521	4,105	14,131	5,567
2019	6,865	9,488	7,226	11,593	4,153	14,347	5,571
2020	6,893	9,492	7,278	11,665	4,201	14,578	5,603
2021	6,910	9,503	7,338	11,729	4,258	14,821	5,612
% Population Change per Year	0.15%	0.08%	0.81%	0.50%	1.37%	1.71%	-0.13%

7.1.3

Population Estimates

In order to develop a population projection for the study period (2020 to 2040), the future MIC municipality's population were estimated through interpolation. In the absence of any documented forecasts for the total planning period, it was assumed that the population would continue to increase or decrease at the annual rate calculated between 2011 and 2021 and as shown in Table 67. The projected populations per municipality over the study period are shown in Table 68.

Table 68: Population Estimates

Year	Arran- Elderslie	Brockton	Huron Kinloss	Kincardine	Northern Bruce	Saugeen Shores	South Bruce
2020	6,893	9,492	7,278	11,665	4,201	14,578	5,603
2021	6,910	9,503	7,338	11,729	4,258	14,821	5,612
2022	6,920	9,510	7,397	11,787	4,316	15,074	5,605
2023	6,930	9,517	7,457	11,846	4,375	15,331	5,598
2024	6,940	9,524	7,517	11,905	4,435	15,593	5,591
2025	6,950	9,531	7,578	11,964	4,496	15,859	5,584
2026	6,960	9,538	7,639	12,023	4,558	16,130	5,577
2027	6,970	9,545	7,701	12,083	4,621	16,405	5,570
2028	6,980	9,552	7,763	12,143	4,684	16,685	5,563
2029	6,990	9,559	7,826	12,203	4,748	16,970	5,556
2030	7,000	9,566	7,889	12,264	4,813	17,260	5,549
2031	7,010	9,573	7,953	12,325	4,879	17,554	5,542
2032	7,020	9,580	8,017	12,386	4,946	17,853	5,535
2033	7,030	9,587	8,082	12,448	5,014	18,158	5,528
2034	7,040	9,594	8,147	12,510	5,083	18,468	5,521
2035	7,050	9,601	8,213	12,572	5,153	18,783	5,514
2036	7,060	9,608	8,279	12,634	5,224	19,103	5,507
2037	7,070	9,615	8,346	12,697	5,296	19,429	5,500
2038	7,080	9,622	8,413	12,760	5,369	19,760	5,493
2039	7,090	9,629	8,481	12,823	5,443	20,097	5,486
2040	7,100	9,636	8,549	12,887	5,518	20,440	5,479

7.1.4**Future Waste Stream Forecast**

To estimate the future quantities of waste generated over the 20-year planning period, 2019 was used as the starting point. To carry forward from 2019 to the end of the planning period (2040), the preceding year's waste quantity was multiplied by the annual percent change in population (Table 67) and the 1% annual waste generation growth rate. A graphical representation of these forecasts is provided in Figure 5, Figure 6 and Figure 7. Figure 5, displays the estimated future tonnes diverted; Figure 6 shows the estimated future tonnes disposed and Figure 7 displays the estimated total future tonnes generated.

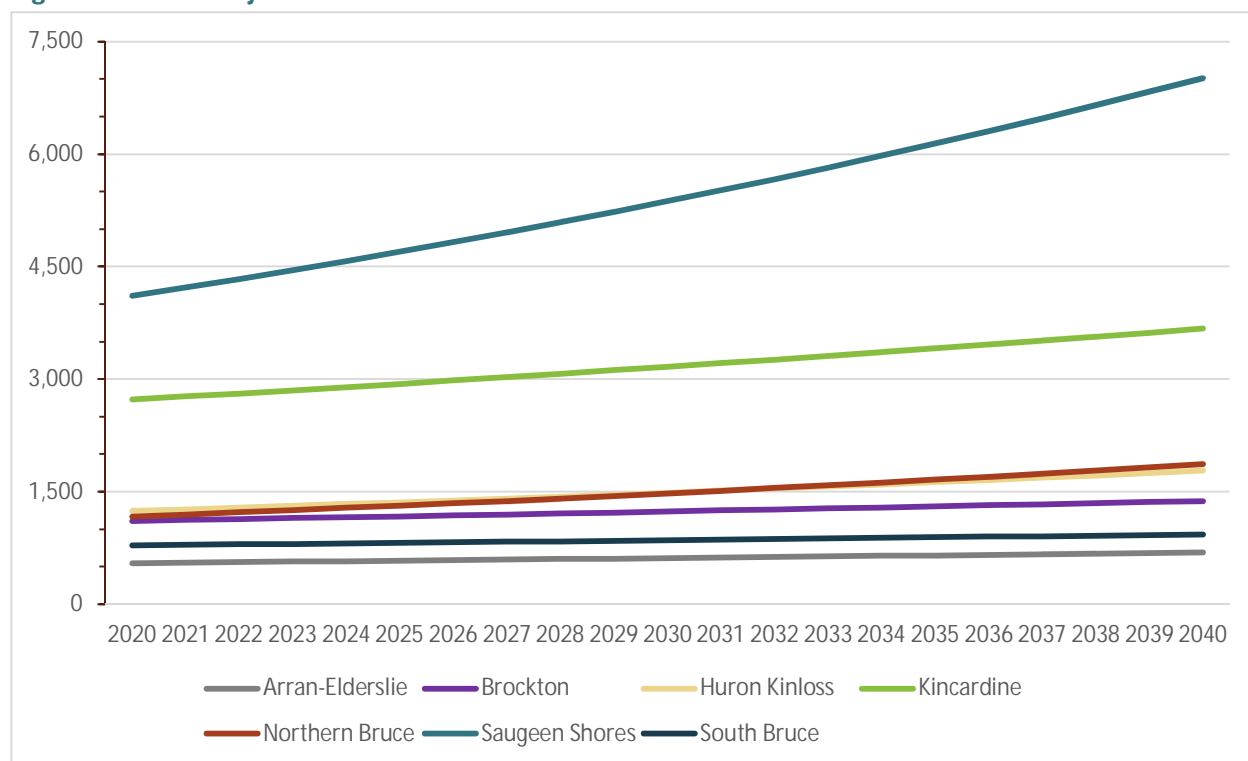
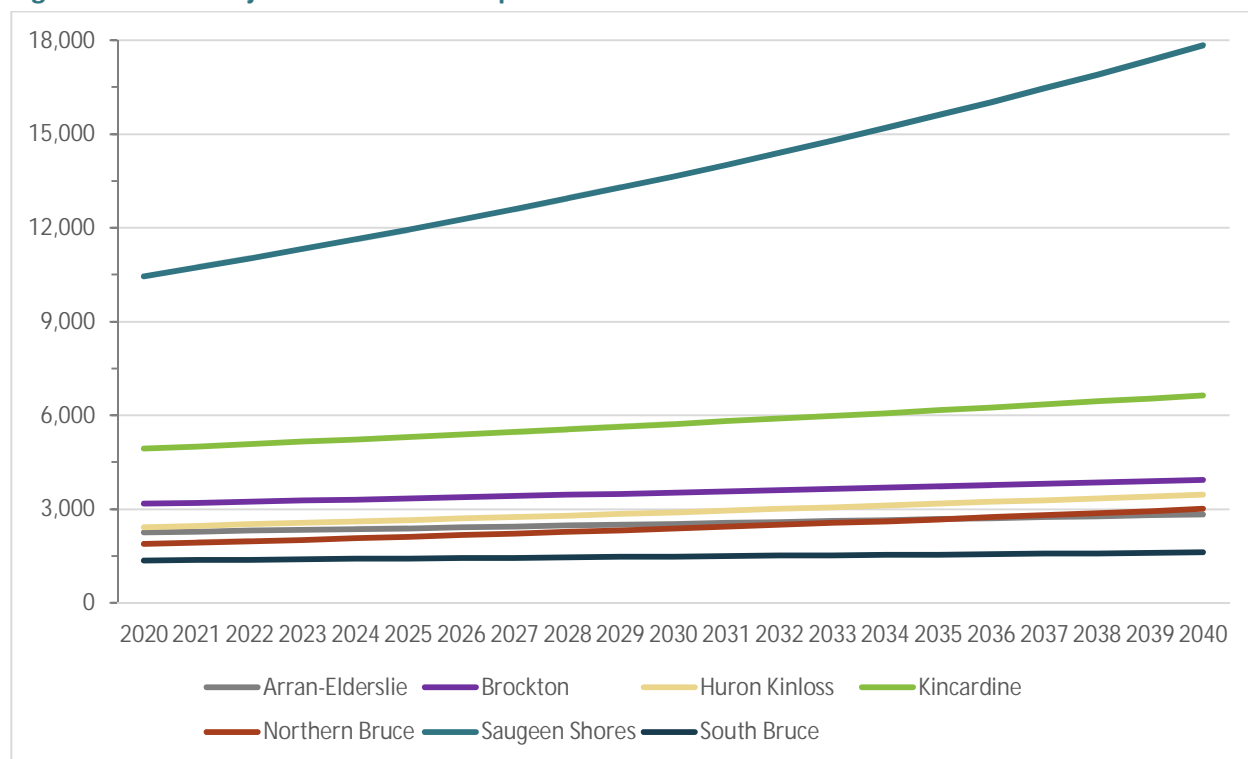
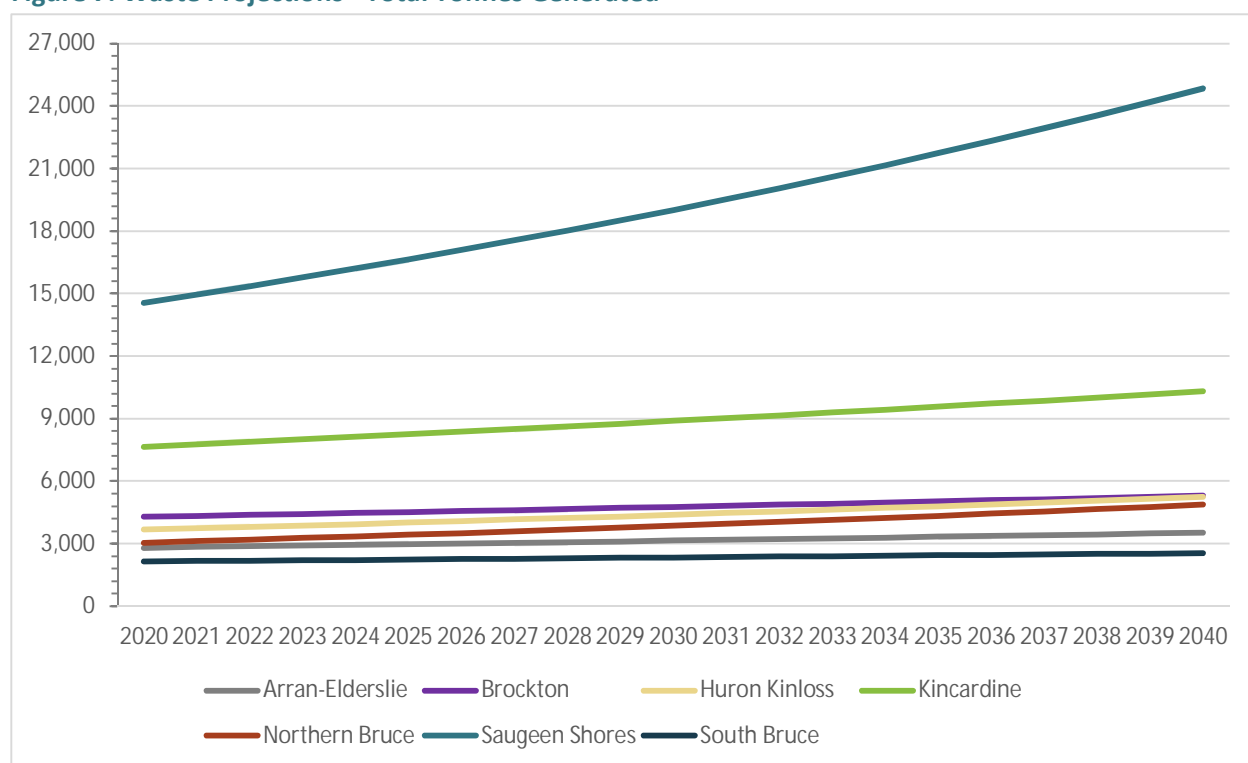
Figure 5: Waste Projections - Tonnes Diverted**Figure 6: Waste Projections - Tonnes Disposed**

Figure 7: Waste Projections - Total Tonnes Generated

In 2019 the MIC managed approximately 40,500 tonnes of waste with almost 12,000 tonnes being diverted and 28,600 being disposed. At the end of the planning period, it is estimated that the MIC will divert approximately 17,500 tonnes and dispose of 42,000 tonnes of waste which leads to producing approximately 59,500 tonnes of waste in 2040. This is a projected increase of approximately 19,000 tonnes or 5% from 2019.

7.2

Needs and Gaps

High level future needs and gaps in the existing waste management system were developed based on the work completed in the previous service review tasks. These needs and gaps were organized into the following four categories: municipal, County, BASWR and general and are included in Table 69.

Table 69: Identified MIC Needs and Gaps

Municipal
Disposal operations efficiencies and waste management best practices are not maximized or are inconsistent across municipalities
Municipalities operate in silos, independent of each other and do not have the resources necessary to expand services, implement best practices or improve efficiencies
ECAs limit sharing of landfills and recycling or reuse sites. Reuse and swap items sites are limited to local residents due to landfill ECA restrictions listed in their approved conditions
Limited administrative diversion policies or internal practices communicated to the public with the aim to lead by example
Diversion performance improvements are limited due to municipal resources operating independently and lack of pooled resources or partnerships with neighbouring municipalities
Reuse is limited due to the distance between urban centres of the lower tiers and the requirement to drive 30 minutes to drop-off or pick up materials.
There are different levels of service expectations for residents in the lower tiers. Rural residents may not expect or want the same levels of service as the more urban areas, and similarly with cottagers and year-round residents.
Bruce County
County Waste Management Plan last updated in 1995
Limited MHSW program resources provided throughout the County
Inconsistent garbage collection policies and services across the County
Organics collection programs offered in the County except for some brush or LYW drop off
Organics composting or anaerobic digestion processing facilities do not exist in the County, except for some LYW static piles at landfills
BASWR
BASWR risks and strengths as an effective and efficient partnership are unclear
Same management structure exists since its inception and has not been reviewed or updated
Blue Box funding received from the provincial program is not maximized due to inefficient transfer of required data for reporting by BASWR to RPRA
A portion of data, i.e. tonnes diverted, is based on estimates, may be under or over reported and not verified by weigh scales in areas throughout the County.
Limited oversight and communication of BASWR performance, monitoring and funding received communicated back to the municipalities.
Residents request more types of Blue Box packaging materials recycling
General
Studies and Plans: <ul style="list-style-type: none"> • Understanding existing landfill capacity within the County and opportunities for shared facilities • A long term strategy on how disposed waste will be managed in the long-term throughout the region • Unverified benchmarking towards attaining a County diversion target of 50% set in 1995
Promotion & Education (P&E): <ul style="list-style-type: none"> • P&E content lacks targeting of current issues and trends • Delivery of P&E does not achieve full potential and reach
Blue Box program provincial transition to full EPR: <ul style="list-style-type: none"> • Financials baseline of current Blue box program needs preparation and understanding for decision stage in very near future • An understanding of EPR scenarios and options applicable to the region needs to be established

8.0

Options

Potential waste management options for MIC municipalities as well as the County were developed. The methodology and approach used is described in Section 3.4. The following sub sections describe the:

- Potential options that were developed;
- Evaluation criteria used to evaluate each option;
- MIC Sub Committee workshop consultation; and
- Option evaluations results.

8.1

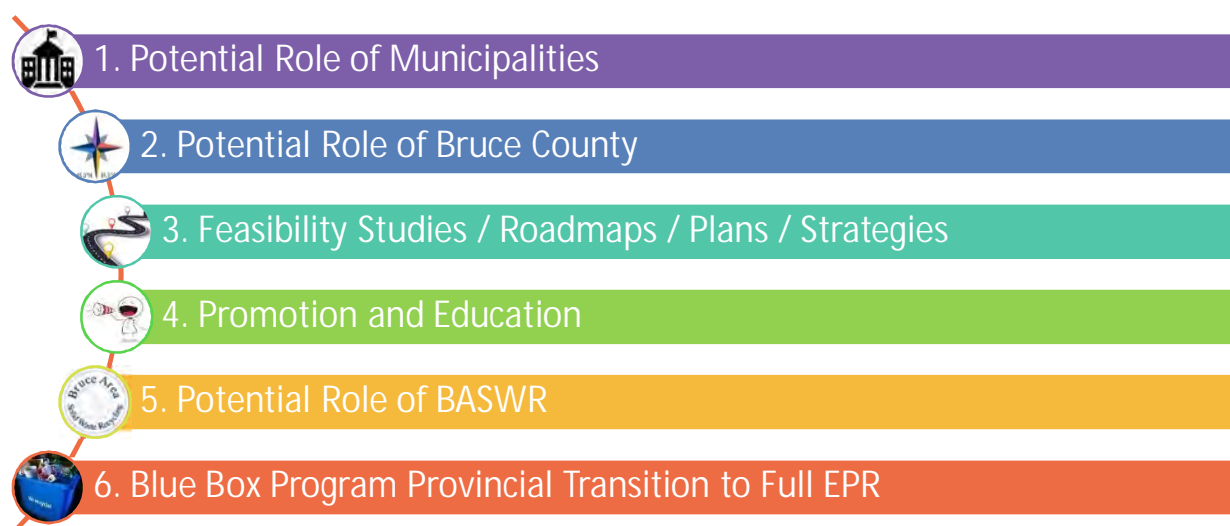
Potential Options

Along with the municipal background information of current waste services compiled in Section 5.0, the needs identified in Section 7.0 and the following waste management operations guided the development of a long list of potential options for consideration:

- Facilities and Infrastructure;
- Collection;
- Diversion and Waste Reduction;
- Policy and Regulations;
- Promotion and Education;
- Compliance and Enforcement; and
- Performance, Targets, Data, Monitoring and Reporting.

From the long list of options, six categories were derived based on common groups for applicable options. The six categories are presented in Figure 8.

Figure 8: Option Categories



The 25 options finalized for evaluation with input and approval from the MIC Sub Committee are provided in Table 70.

Table 70: Option List by Category

#	Potential Option by Category
Category 1: Potential Role of Municipalities Options	
1	Implement Disposal Site Efficiencies
2	Enhance Municipal Collaboration and Partnerships
3	Increase opportunities to reuse and sharing participation
4	Lead by example of 3R initiatives and policies
5	Explore construction and demolition waste diversion initiatives
6	Explore LEED design incentives for new development approvals
Category 2: Potential Role of Bruce County Options	
7	Update County Waste Management Strategy Master Plan
8	Expand MHSW program
9	Transfer diversion programs to County's responsibility
10	Transfer waste collection to County's responsibility
Category 3: Feasibility Studies / Roadmaps / Plans / Strategies Options	
11	Implement County organics collection program (LYW, SSO)
12	Determine processing options for County organics
13	Transfer all waste management roles to Bruce County
14	Each Municipality Determines their Long-Term Waste Disposal Needs
15	Verify monitoring and reporting data
16	Identify level of capacity/resources required at the County level to administer and manage any new County waste management roles
Category 4: Promotion and Education (P&E) Options	
17	Update P&E messaging to current issues
18	Implement best practices on P&E delivery
Category 5: Potential Role of BASWR	
19	Conduct a business review on BASWR
20	BASWR management structure review and update
21	Develop a template for municipalities to report to BASWR
22	Use weight based data instead of estimates
23	Explore shared weigh scale potential partnerships
Category 6: Blue Box Program Provincial Transition to Full EPR	
24	Prepare current state financials in preparation for decision making for transition
25	Internally assess EPR scenarios and expanded blue box program

Criteria for Option Evaluations

The evaluation criteria was developed in collaboration with MIC Sub Committee representatives during a virtual workshop and approved by the MIC in September. The methodology to develop the criteria is described in Section 3.4. Table 71 presents the criteria and indicators used to evaluate the options along with descriptions of rationale to give for negative, neutral and positive impacts.

Table 71: Evaluation Criteria - Financial, Environmental and Social

Criteria	Indicators	Negative Impact	Neutral Impact	Positive Impact
Financial Impact/Benefit				
Cost Sharing Potential	Potential to partner with other municipalities/ organizations and share costs for the option.	No potential to share option's costs with other municipalities/ organizations.	Low potential or limited ability to share option's costs with other municipalities/ organizations.	High potential to share option's costs with other municipalities/ organizations.
Overall Option Costs	Estimated net capital and operating cost and/or revenue potential (per year)	High capital costs (range: >\$100,000). Increases in operating costs (range: >\$2,500). No revenue potential (range: \$0).	Medium capital costs (range: \$100,000 to \$2,500). Minimal to no change to current operating costs (range: \$2,500 to \$0). Minimal revenue potential (range: \$2,500 to \$0).	Minimal to no capital costs (range: <\$2,500). Potential to reduce operating costs (range: >\$2,500). Potential for revenue generation (range: >\$2,500).
Environmental Impact/Benefit				
Regulatory Compliance	Impact on regulatory compliance needs, including approvals, amendments and/or reporting.	Option involves complex and lengthy changes to and/or new approvals, reporting and meeting regulatory compliances.	No perceived changes or challenges to achieve regulatory compliance.	Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting.
Climate Change and Waste Diversion	Potential impacts to GHG emission generation and waste diversion from landfill.	Increase of GHG emissions to atmosphere. No impact on waste diversion.	Minimal to no additional GHG emissions produced. Potential for some waste diversion.	Reduces GHG emission to air. Potential for significant waste diversion from landfill.
Social Impact/Benefit				
Public Acceptance	Potential for public acceptance, buy-in and participation in option	High public resistance to option implementation.	Public will not likely be impacted by the option.	Low potential for public resistance to option implementation.
Social Equality (i.e. service level, convenience, jobs)	Potential for unequal impacts/benefits to specific groups or communities	Potential for option to have unequal impacts on residents/ stakeholders.	Option is available to everyone equally.	Increased equality when compared to current situation.

Options Evaluations

The 25 options that were finalized were evaluated against the finalized criteria. Table 72, below, provides the evaluation that was reviewed and received approval from the MIC Sub Committee. Options that had a negative outcome is in red font; options that had a positive outcome is in blue font; options that had a neutral impact is in black font. The options evaluation has been completed at a high level, as per the scope of this project. There is a need for further analysis around the projected additional needs for staff, equipment, taxes (levied by the municipalities) and user fees. Each option's cost and resources indicated below are an estimated requirement.

Table 72: High Level Evaluation of Potential Options Applying Triple Bottom Line Evaluation Criteria

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
Category 1: Potential Municipal Options				
1. Implement Disposal Site Efficiencies				
Description and Assumptions	This option looks at each municipality optimizing their waste disposal site operations by implementing efficiencies which may include improved diversion tactics, and improved compaction/staging/cell management at waste disposal sites. Additional studies are required to determine how each site can be optimized. Costs will be dependent on each site and may include capital cost improvements such as equipment, scales, depots and environmental controls. Capital costs are not included in the options costs due to unknown variables of each waste disposal sites.			
High Level Evaluation	<p>A) Low potential for cost sharing as option looks at maintaining and optimizing individual waste disposal sites. High potential for cost sharing if implemented County wide.</p> <p>B) High capital costs. Additional studies required to determine how each site can be optimized. Costs will depend on each site; may include capital cost</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Supports sites' ECA compliance as option will align with conditions in ECAs.</p> <p>B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Positive impact to GHG avoidance and increased waste diversion</p>	<p>A) Low potential for public resistance to option implementation. Positive public perception in efficient management and operation of their local waste facilities and services.</p> <p>B) Increased equality when compared to current situation. Option looks at implementing efficiencies at all municipal sites</p>	<p>Requires funding and resources from each municipality for their site(s). It is anticipated that each site will require up to 2 days of time, per site, during the study completion to assist with the study.</p> <p>\$5,000 to \$10,000 per site for a consultant to complete an initial site review and identify improvement opportunities /</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	improvements (environmental control, water management, scales, permanent depot), equipment (compactor, loader, densifier, sorting bins). Anticipated to have long term savings in operating costs given the focus on optimizing operations.	performance due to increase in operational efficiencies. High potential for municipalities supporting the County's waste diversion target of 50% set in 1995.	and therefore option is equal to all.	recommendations. This includes review sites, site visits, discussions with operators and developing a high level list of recommendations for improvement with budget estimates for implementing (or identification of further studies required). Additional capital costs based on study findings.
2. Enhance Municipal Collaboration and Partnerships				
Description and Assumptions	This option looks to enhance partnerships through collaborations with neighbouring municipalities and to look for opportunities to share resources and find cost efficiencies through landfill/diversion equipment (e.g., facilities, scales), collection contracts and programming (e.g., promotion and education efforts).			
High Level Evaluation	A) High potential for cost sharing of facilities, equipment (e.g. scales, densifiers, mobile depots) and/or programs (polystyrene collection) and services (contracts, promotion and education). High potential for cost sharing if implemented County wide. Increased cost of travelling further distances and/or shipping costs.	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Collaboration supports improved waste management resources, which supports efficient use of landfill space, ECA compliance and provincial long term regulatory goals. Requires update to MECP ECA which will trigger the requirement to be in compliance with new regulations as existing sites are only able to accept waste from within own municipalities	A) High public resistance to option implementation. Potential for public resistance to share valuable resources (such as landfills with long remaining airspace capacity). Potential for positive public acceptance for municipalities finding ways to reduce costs and increase convenience through shared facilities, equipment and/or programs.	Requires staffing resources from each of the municipalities and the County for meetings and time related to exploring resource and cost efficiencies. Depending on what is being reviewed, this could be approximately a day a week per municipality.

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	B) Minimal to no capital costs to enhance municipal collaboration. Costs savings achieved for shared services or activities. Cost savings due to extended life of landfill which saves on air space.	B) May reduce GHG emission to air (dependent on if there are increased shipping distances). Potential for significant waste diversion from landfill. Positive impact to GHG avoidance and increased waste diversion due to pooling of equipment and resources.	B) Increased equality when compared to current situation. Perception of shared resources across municipal neighbours and balance of resources for municipalities that do not have the resources for additional or expanded services.	
3. Increase Opportunities for Reuse and Sharing Participation				
Description and Assumptions	This option looks at increasing opportunities for reuse and sharing participation within municipalities. This option would involve staff promoting and coordinating reuse and sharing initiatives through use of municipal facilities and events. Additionally, this could include sharing various events and initiatives but keeping the actual initiative local (e.g., move the organizer of the event from municipality to municipality such as MHSW days or off-site collection locations).			
High Level Evaluation	A) Neutral potential for cost sharing as option looks at individual municipal opportunities for reuse. High potential for cost sharing if implemented County wide. B) Increase in costs anticipated for staff to coordinate and implement reuse and sharing site space/depot/events. Estimate 10% increase of Municipal Waste Management staff time devoted towards current reuse activities.	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Supports provincial MECP goals of 3Rs (Reduce, Reuse, Recycle) and long term progressive diversion targets in the Waste Free Ontario Act. B) May reduce GHG emission to air (dependent on if there are increased shipping distances). Potential for significant waste diversion from landfill. Increased reuse of waste increases GHG avoidance and increases waste diversion from landfill.	A) Low potential for public resistance to option implementation. Potential for positive public acceptance for reuse and shared events or opportunities. B) Increased equality when compared to current situation. Increased equality among all residents as opportunities to obtain or share reusable goods instead of purchasing new is provided to all residents.	Requires staffing resources from each of the municipalities. Estimated 0.5 days per week per municipality devoted towards current reuse activities.

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
		High potential for municipalities supporting the County's waste diversion target of 50% set in 1995. Supporting reuse and sharing economies aligns with municipal Climate Change strategies, where applicable.		
4. Lead by Example of 3R Initiatives and Policies				
Description and Assumptions	This option looks to develop internal circular economy and 3Rs initiatives and policies. The policies and initiatives would include procurement, single-use plastics, reduction of waste and increasing reuse of materials. An estimated half a day per month of staff time would be required to develop and implement new policies and initiatives related to 3R, including training staff and preparation of communications materials. It is recommended that information sharing between municipalities occur to further generate new and innovative approaches to developing internal procedures and policies.			
High Level Evaluation	<p>A) Low potential for cost sharing as option looks at individual municipal approaches to implement 3Rs initiatives. High potential for cost sharing if implemented County wide. Potential to collaborate on the internet by having one County-wide site that advertises with links to all of the municipalities. Cost sharing as County-wide events are all planned at once by all versus individually.</p> <p>B) No estimated capital cost. Increases to operating costs for municipal staff and procurement</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Supports province goals of creating a circular economy and increasing 3Rs (Reduce, Reuse, Recycle) initiatives, especially through green procurement.</p> <p>B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Increased 3Rs initiatives and diversion of waste and resources from landfill increases GHG avoidance.</p>	<p>A) Low potential for public resistance to option implementation. Potential for positive public perception of municipal administration and performance when they lead by example.</p> <p>B) Increased equality when compared to current situation. Supports equal expectation of local waste diversion expectations when the administration leads by example.</p>	<p>Requires staffing resources from each of the municipalities.</p> <p>Estimated 0.5 days of Municipal Waste Management staff time per month per municipality. Alternatively, the municipalities could retain a consultant to assist with developing 3Rs initiatives and policies which is estimated to cost between \$30,000 and \$40,000, depending on the project scope including level of engagement.</p> <p>Ongoing staffing needs are estimated to require</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	to develop new policies, train staff on new initiatives and adjust procurement specifications for more sustainable purchasing and communication of their initiatives.; 0.5 days per month ongoing for Municipal Waste Management staff.	High potential for municipalities supporting the County's waste diversion target of 50% set in 1995. Supporting reuse and sharing economies aligns with municipal Climate Change strategies, where applicable.		approximately half a day per month per municipality.
5. Explore Construction and Demolition (C&D) Waste Diversion Initiatives				
Description and Assumptions	This option looks at exploring construction and demolition (C&D) waste diversion initiatives. Currently there are limited C&D diversion options. Implemented C&D diversion options vary among local municipal landfills. Clean wood, shingles, metals are some C&D materials that have diversion activities, though they are not mandated. Some landfill tipping fees charge higher rates for non-sorted waste loads as an incentive to sort C&D waste. The C&D sector is growing in the region and in turn, increasing tonnes of C&D waste are received at local landfills. Additional initiatives focused on C&D waste diversion from landfill are necessary to achieve recovery of these resources. This option may be implemented in conjunction with Option #6 below.			
High Level Evaluation	A) No potential or limited ability for cost sharing if implemented only on individual municipal basis, rather than County wide or municipal partnership. High potential for cost sharing if exploration of C&D initiatives were implemented County wide, or if resources are pooled among municipal partnerships. B) Minimal to no capital costs to explore C&D initiatives. Increase in operating cost by municipal waste staff to explore	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. C&D initiatives would support provincial long term goals set out in the 2017 Strategy for a Waste-Free Ontario. Objective 3: Increase Waste Reduction and Improve Resource Productivity. C&D is named as one of the top "three large waste streams that will require extra effort and targeted action". B) Reduces GHG emission to air. High potential to reduce GHG impacts and	A) Low potential for public resistance to option implementation. Positive public acceptance in diverting large quantities of C&D waste from their local landfills and recovering resources. Potential for high resistance from the construction industry sector. Potential for high public resistance due to perceived expectation of increase in illegal dumping.	Requires staffing resources from each of the municipalities. Municipalities can complete internally at an estimate 40 to 80 hours for one staff member per municipality to work together to develop solutions and then an estimated 1 to 2 days per month per municipality for ongoing maintenance would be required.

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	<p>and assess local C&D initiatives on an ongoing basis. Individual municipal site initiatives would be explored by its own operating staff</p> <p>No revenue potential due to loss of tipping fees for C&D waste disposal at local landfills.</p> <p>Potential for revenue generation if fines are implemented as a deterrent.</p> <p>Potential for cost savings by extending life of the landfill (uses less air space).</p>	<p>waste diversion in the construction, demolition and renovation sector which has increasing growth activities in the region.</p> <p>Potential for significant waste diversion from landfill. High potential for municipalities supporting the County's waste diversion target of 50% set in 1995.</p> <p>High potential to preserve valuable landfill airspace.</p>	<p>B) Increased equality when compared to current situation. Perceived as an equal expectation for all local construction, demolition and renovation activities for residential, industrial, commercial and institutional (ICI) sectors.</p>	<p>Alternatively a consultant could be retained to complete the initial scan to identify opportunities for an estimated \$15,000 to \$30,000. An estimated 1 to 2 days per month per municipality for ongoing maintenance would be required.</p>
6. Explore LEED Design Incentives Associated With C&D Waste Management for New Development Approvals and Permits				
Description and Assumptions	<p>This option looks at exploring LEED® design incentives, associated with C&D waste reduction, waste management and resource recovery, for new local development applications, approvals and permits. LEED®, or Leadership in Energy and Environmental Design, is the green building rating system, available for virtually all building, community, and home-project types.¹ Note that Planning and Development administration crosses both municipal and County level jurisdictions and they support each other. This option may be implemented in conjunction with Option #5 above.</p>			
High Level Evaluation	<p>A) High potential for cost sharing as the County currently supports municipalities in their Planning and Development activities and administration.</p> <p>B) Minimal to no capital costs to explore LEED design initiatives. Increase in operating costs by municipal waste management staff and planning department</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. C&D initiatives would support provincial long term goals set out in the 2017 Strategy for a Waste-Free Ontario. Objective 3: Increase Waste Reduction and Improve Resource Productivity. C&D is named as one of the top "three large waste streams</p>	<p>A) Low potential for public resistance to option implementation. Positive public acceptance in establishing sustainable construction design standards and waste reduction for builders and constructors in their municipality.</p> <p>Potential for resistance from developers.</p>	<p>It is estimated that there would be approximately one to two days per month, per municipality (depending on C&D activity) for either solid waste staff of planning to review permits and approvals for conformance with LEED.</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	<p>staff to update approval application templates with C&D waste reduction sections and bylaw updates.</p> <p>No revenue potential due to loss of C&D tipping fees for disposal.</p>	<p>that will require extra effort and targeted action".</p> <p>B) Reduces GHG emission to air. High potential to reduce GHG impacts and environmental footprint due to construction and renovation growing activities in the region. Potential for significant waste diversion from landfill. High potential for municipalities supporting the County's waste diversion target of 50% set in 1995. High potential to preserve valuable landfill airspace.</p>	<p>High potential public resistance due to perceived expectation of increase in illegal dumping.</p> <p>B) Increased equality when compared to current situation. Improved and sustainable development specifications perceived as a requirement and expectation applied to all new local developments.</p>	
Category 2: Potential Role of Bruce County Options				
7. Update County Waste Management Strategy Master Plan				
Description and Assumptions	<p>This option looks at reviewing the progress set out in County's 1995 SWMP strategy and developing a long term (30 years) Solid Waste Management Strategy. The updated strategy could be developed in-house with County staff or through a retained third party consultant. The study would review the progress made by the County on achieving the County's SWMP 50% diversion target. Historical Annual Monitoring Reports (AMRs) should be compiled for the study and peer reviewed. The strategy should be reviewed and updated at a minimum every 5-10 years. The estimated cost of the updated strategy excludes public consultation. Typically a strategy requires a year or more to develop and also requires council approval. Local waste characterization audits typically support the needs assessment and growth analysis in the strategy development. Audit costs are not included in the estimated strategy cost. As part of this strategy MIC may consider reviewing and investigating the benefits and draw-back of wheeled carts.</p>			
High Level Evaluation	<p>A) Anticipated that costs to develop a County long term strategy with targets and timelines would be paid for by</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Development of a long term strategy would help plan for and support</p>	<p>A) Low potential for public resistance to option implementation. Positive public perception anticipated with the County developing a long term</p>	<p>Requires staffing resources from the County and each of the municipalities. If the strategy is completed in house it will require up to a full day</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	<p>the County. Municipalities would end up paying through taxes.</p> <p>B) No capital costs applicable to updating the Strategy.</p> <p>Increases to operating costs to develop a County strategy could be 1. In-house staff or 2. In-house staff with support from a waste management consultant or 3. outsourced to a consultant (estimate high capital costs)</p>	<p>provincial long term diversion goals and new EPR and organics regulations and create a roadmap to achieve them.</p> <p>B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Development of a long term strategy can align with local climate change goals when developing potential ways to manage the future waste management system.</p>	<p>plan with goals, targets including a timeline and road map on the way forward. The public can be engaged throughout the development of the plan.</p> <p>B) Increased equality when compared to current situation. A County strategy could be developed with social equality being top of mind when putting forward potential options for the future waste management system. A strategy can also equalize and normalize waste management services expectations across the County.</p> <p>Potential for perceived reduced level of direct local control on specific components of their local waste services, facilities and jobs.</p>	<p>per week per municipality and the County over several months.</p> <p>If completed in-house with support from a consultant it will require up to a half day per week per municipality and between \$30,000 and \$50,000 for the consultant.</p> <p>If completed entirely by a consultant it will require up to a half day per month per municipality and the County and between \$75,000 and \$100,000 depending on the project scope. These estimated costs do not include costs for any engagement.</p>
8. Expand MHSW Program				
Description and Assumptions	<p>This option looks to increase the number of MHSW events, collect additional materials (e.g., donations, textiles) and implement either a permanent MHSW depot or rotational mobile MHSW depot. The mobile service could be a trailer, sea-can or large vehicle that could rotate between municipalities and could be stationed at landfill sites. Landfill ECA's may require an amendment to house a mobile depot. Increased cost to expanding the MHSW program would include adding more MHSW events, purchasing a mobile depot, developing communication materials and additional staff time dedicated to developing partnerships for reuse opportunities such as tool libraries. MHSW events can also be used to expand promotion and education opportunities for all diversion programs by distributing surveys at events to gather public feedback on diversion programs.</p>			

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
High Level Evaluation	<p>A) High potential to share option's costs with other municipalities/ organizations. MHSW is currently a County role. Expanded services would be shared County wide. Share a mobile/ permanent MHSW depot throughout county. Shared County staff/resources for MHSW program.</p> <p>B) Low to medium capital costs to purchase new mobile depot. Increased operational costs for an expanded MHSW program (more MHSW events, new mobile depot, increased communication, more County Waste Management staff time, more partnerships (e.g. libraries). Estimated an additional 0.5 days per month ongoing for County Waste Management staff.</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Expanded MHSW collection supports mandated diversion of MHSW (designated materials) from municipal non-hazardous landfills per provincial regulations.</p> <p>B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Avoids GHG emissions due to collection being mobile and therefore residents would travel less distance to safely dispose of their MHSW. Increased collection, proper disposal and or recycling of MHSW designated materials. Supporting reuse and sharing economies aligns with municipal Climate Change strategies, where applicable.</p>	<p>A) Low potential for public resistance to option implementation. Positive perception of increased level of service for MHSW collection plus potential partnership opportunities.</p> <p>B) Increased equality when compared to current situation. Positive perception of equal services for all County residents. Positive perception of a permanent/mobile MHSW drop off depot, especially for seasonal residents currently limited to MHSW half day events only.</p>	<p>As an initial step this requires approximately 40 hours per municipality to review potential options and come up with an implementation plan on what/when options are implemented. Alternatively, a consultant could complete this for approximately \$10,000 to \$20,000.</p> <p>Requires ongoing staffing resources from the County. It is estimated that this will entail an additional 0.5 days per month for the management of the MHSW events and then up to 3 days for the planning and attendance at each event.</p> <p>It is estimated that the purchase of a new mobile depot will require capital costs of approximately \$15,000 to \$30,000, depending on the size and customization for MHSW materials.</p> <p>It is estimated that the cost per event will be \$13,000 with \$5,500 in funding being</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
				<p>received per each event (based on 2019 County MHSW data).</p> <p>If a permanent depot(s) is selected there will be capital costs such as purchasing land, building depot and equipment. There will also be operating costs such as disposal, maintenance and utility costs and staffing costs. Operating costs would be dependent on the number of days that the depot is open.</p>
9. Transfer Diversion Programs to County's Responsibility				
Description and Assumptions	<p>This option looks to expand County jurisdictional roles and responsibilities to include oversight and management of all diversion operations for Bruce County. This would shift the responsibility of procurement and delivery of diversion programs from the individual municipalities to the County, including services such as recycling and a potential future organics collection program. The County would also oversee the provincial Blue Box Datacall reporting and other programs, including recycling.</p>			
High Level Evaluation	<p>A) If costs are municipalities' responsibilities than high cost sharing potential under one County-wide collection contract for recycling and potentially for organics collection in the future (food waste and/or leaf and yard waste). Potential to merge recycling and/or organics collection service with garbage</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. One County contract supports compliance of collection contract terms and performance under future provincial mandates such as Food Waste and EPR.</p> <p>B) Reduces GHG emission to air.</p>	<p>A) High public resistance to option implementation. Perceived reduced level of direct local control on specific components (e.g., procurement, collection frequency, items collected) of the residential curbside program.</p>	<p>These funding and resource requirements are in conjunction with Option 10.</p> <p>Requires staffing resources from the County. It is estimated that 2 to 3 full-time positions will be required for the County to manage these programs.</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	<p>collection contract. If costs are the County's responsibilities than municipalities would end up paying through taxes.</p> <p>B) Minimal to no capital costs Potential to reduce operating costs. County diversion collection contract costs, (potentially via a third party service contract), can be redistributed across municipalities prorated by households served.</p>	<p>Potential for significant waste diversion from landfill. Potential for collection route optimization County-wide and use of efficient collection vehicles.</p>	<p>B) Increased equality when compared to current situation. Positive perception of equal service levels for County residents.</p>	<p>As these programs were managed as part of many roles and responsibilities of staff at each of the municipalities it is not anticipated that any positions will be eliminated.</p>
10. Transfer Waste Collection to County's Responsibility				
Description and Assumptions	<p>This option looks to expand County jurisdictional roles and responsibilities to include curbside collection. Transferring collections to the County would consist of a standard level of service for every household in the County, except potentially seasonal households, with feasible and consistent policies to improve diversion (e.g., bag tags, bag limits, and clear bags). There is a potential to merge garbage collection with recycling and/or future organics collection to optimize collection routes. The County could procure collection contracts for all municipalities and redistribute costs on a per household basis.</p>			
High Level Evaluation	<p>A) High cost sharing under one County wide collection contract for garbage Potential to merge garbage collection service with recycling and/or organics collection contract.</p> <p>B) Minimal to no capital costs</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. One County contract supports compliance of collection contract terms and performance with regulatory requirements.</p> <p>B) Reduces GHG emission to air.</p>	<p>A) High public resistance to option implementation. Perceived reduced level of direct local control on specific components of the residential curbside program</p> <p>B) Increased equality when compared to current situation.</p>	<p>These funding and resource requirements are in conjunction with Option 9.</p> <p>Requires staffing resources from the County. It is estimated that 2 to 3 full-time solid waste positions will be required for the County to</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	Potential to reduce operating costs. County diversion collection contract costs, (potentially via a third party service contract), can be redistributed across municipalities prorated by households served.	Potential for significant waste diversion from landfill. One County contract reduces GHG due to efficiency in collection, less vehicle fuel and emissions due to less collection vehicles and efficient transfer of waste streams. Potential to change collection schedule to increase recycling and decrease garbage pickup frequency.	Positive perception of equal services for all County residents, shared resources allowing for increased services provided across the County and efficient integrated updated waste management. <i>Some municipalities may feel that they do not need to receive the same level of service as other municipalities and as a result are overpaying or subsidizing other municipalities.</i>	manage these programs. It is also estimated that this will increase the customer service calls and the County may consider all calls being directed towards solid waste and retaining a dedicated customer service person, or to include this as part of the County's existing customer service staff roles and responsibilities. As these programs were managed as part of many roles and responsibilities of staff at each of the municipalities it is not anticipated that any of the positions will be eliminated.
Category 3: Feasibility Studies / Roadmaps / Plans / Strategies Options				
11. Implement County Organics Collection Program (LYW, SSO)				
Description and Assumptions	This option looks to complete an organics program feasibility study to meet pending food and organic waste provincial targets and/or increase diversion of organics through an organics collection program. The study would be completed by a third party waste management consultant and would determine future requirements and capacity of organics material collected through the addition of the program. The assessment would recommend priority next steps and potential options for an organics collection program and associated estimated high level costs. Individual municipalities with a population under 50,000 would not be mandated to provide curbside organics program under future legislation; however, if the responsibility shifted to the County, there would be a mandated program.			
High Level Evaluation	A) High cost sharing potential for a County wide organics collection program through shared	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. The Province is moving forward with	A) Low potential for public resistance to option implementation. Public perception may be mixed with a	The first step to complete the feasibility study requires minimal staffing resources from the County. It is estimated that

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	<p>collection contract and/or shared organic waste processing facility.</p> <p>B) Minimal to no capital costs. Increased operating costs to conduct a feasibility study (estimate medium capital costs) to identify options for the collection and processing of organic waste including site selection.</p>	<p>the Food and Organic Waste Diversion Policy Statement. Implementation of an organics program will help achieve the Provinces plus the County's diversion targets.</p> <p>B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Implementation of an organics collection program greatly reduces net waste management GHG emissions due to collection of organics (food and leaf and yard waste) and diversion from landfill. Potential for significant waste diversion from landfill. High potential for municipalities supporting the County's waste diversion target of 50% set in 1995.</p>	<p>new collection program, potential new employment opportunities with the collection and processing of organic waste.</p> <p>Potential for initial resistance to organics program participation due to potential perceived nuisance issues (e.g. odours, pests, and vermin).</p> <p>B) Increased equality when compared to current situation. Addresses a community program/service expectation as in other communities in Ontario.</p>	<p>this will entail an additional 1 to 2 days per month while the study is being completed for each municipality.</p> <p>It is estimated that the cost for a consultant to complete the study will be between \$40,000 and \$60,000.</p> <p>Based on the results of the study additional staffing and resources may be required. It is anticipated that the study will detail these additional costs.</p> <p>It is noted that this option could be done in conjunction with Option 12 with potential cost savings in doing so.</p>
12. Determine Processing Options for County Organics				
Description and Assumptions	This option looks at completing an organics feasibility study for processing/technologies, which may include public/private partnerships. The feasibility study would be conducted by a consultant and would involve identifying options for organics processing within the County. The assessment would recommend priority next steps and potential options for organics processing and associated estimated high level costs.			
High Level Evaluation	A) County members can share the costs to conduct a feasibility study for a new organics processing facility.	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Achieve compliance with an	A) Low potential for public resistance to option implementation. Employment associated with the operation of a new proposed composting facility	The first step to complete the feasibility study requires minimal staffing resources from the County. It is estimated that this will entail an additional 1

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	B) Minimal to no capital costs Increased operating costs for feasibility study (estimate medium capital costs) to identify options of an organics processing (food waste and leaf and yard, agricultural waste), either County owned and operated or third party	anticipated provincial regulation regarding organic waste Implementation would contribute to the Province's overall waste diversion goal and reduce regional disposal rate B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Implementation of an organics program greatly reduces net waste management GHG emissions due to organics (food and leaf and yard waste) processing into a quality compost or digestate end product for sale Potential for significant waste diversion from landfill. High potential for municipalities supporting the County's waste diversion target of 50% set in 1995.	Processing facility siting opposition from the public/neighbours B) Increased equality when compared to current situation. Address a community program/service expectation as in other communities in Ontario	day per month while the study is being completed for each municipality. It is estimated that the cost for a consultant to complete the study will be between \$30,000 and \$50,000. Based on the results of the study additional staffing and resources may be required. It is anticipated that the study will detail these additional costs. It is noted that this option could be done in conjunction with Option 11 with potential cost savings in doing so.
13. Transfer all waste management roles to Bruce County				
	A) see options 9 -12 B) see options 9 -12	A) see options 9 -12 B) see options 9 -12	A) see options 9 -12 B) see options 9 -12	N/A
14. Each Municipality Determines their Long-Term Waste Disposal Needs				
Description and Assumptions	This option looks at each municipality determining their individual long-term solid waste management needs over the next 20-30 years. Some municipalities (e.g. Saugeen Shores) have recently updated their waste needs assessment and would not require another study, nor partner with another municipality to share a study tender. The option outcome would be an updated solid waste management needs report by each municipality. Assume this option is not carried out under a County lens. See Category 2 for County options.			

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
High Level Evaluation	<p>A) Low potential for shared costs as each municipality would carry out their own individual disposal needs assessment study. High potential to share option's costs for the waste disposal needs solutions with other municipalities.</p> <p>B) No capital costs. Increase in operating cost for a municipal waste needs assessment study by a third party consultant in addition to municipal solid waste management staff time to support the consultant's study. No revenue potential due to completing the study.</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Supports compliance of the municipal jurisdictional responsibility in providing and planning for residential solid waste management services.</p> <p>B) Minimal to no additional GHG emissions produced by carrying out a needs assessment study. No impact on waste diversion by completing the study.</p>	<p>A) High public resistance to option implementation. Potential for public resistance on where and what kind of facility(ies) are used for residual waste management.</p> <p>B) Potential for option to have unequal impacts on residents/stakeholders. Identification of individual municipal needs may not be seen by public as equal or at the same service level as their neighbours or other Counties, (e.g. remaining landfill airspace, expanded Blue Box materials collection or organics programs).</p>	<p>Requires staffing resources from each of the municipalities to determine individual disposal priorities. It is estimated that this will require 2 to 4 days of time per municipality during a municipal waste needs assessment study.</p> <p>It is estimated that the cost for a consultant to complete a municipal waste needs assessment study for each municipality will be between \$5,000 and \$10,000 per study.</p>
15. Verify Monitoring and Reporting Data				
Description and Assumptions	<p>This options looks at verification of existing waste related data and metrics currently used in solid waste management monitoring and reporting. The option's outcome would produce an updated and standardized set of consistent metrics used by municipal waste staff (metric measurement units, material density, compaction ratios, volume estimation, bin volumes, diversion calculations, disposal rates, GHG, residential vs commercial waste ratios, airspace fill rates, rolling annual averages, material definitions, waste characterization audits, promotion and education metrics, reuse metrics). This allows for effective apples to apples comparisons when considering future planning and decision making. This option can be implemented in conjunction with Options #21, #22 and #23.</p>			

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
High Level Evaluation	<p>A) Potential for shared municipal costs and waste staff time in developing a common set of municipal solid waste data metrics (e.g., compaction ratios, updated density rates, diversion calculations).</p> <p>B) There will be approximately three days of waste management staff time to develop consistent data metrics and templates used in landfill annual monitoring reports, waste reporting and bench marking.</p>	<p>A) Provides an opportunity to develop consistent metrics to track performance under existing and proposed new waste related regulations.</p> <p>B) No GHG impacts from the activity of updating the metrics, but potential to develop metrics that align with climate change goals within the County.</p>	<p>A) Positive public acceptance in more accurate waste management reporting for their jurisdiction.</p> <p>B) Positive social equality impacted by applying fair and updated standardized solid waste management data metrics across all jurisdictions.</p>	<p>Estimated 1 day of time per municipality plus 3 days of time for one person to develop the metrics and templates.</p> <p>Estimated one day of time for each of the municipalities to populate the data on an annual basis.</p>
16. Identify Resources Required at the County Level to Administer and Manage Any New County Waste Management Roles				
Description and Assumptions	<p>This option looks at identifying the resources required at the County level to administer and manage any new County solid waste management roles and responsibilities. Should the municipalities transfer any new solid waste management roles to its upper tier, Bruce County, the County would need to understand what resources (such as staff roles and FTE, staff skill set, facilities, contracts, budget, permits, and strategies/plans/goals) they would need, in order to effectively carry out those new roles transferred from its lower tier municipalities. The identification of these resources can be achieved through the efforts of a new task group, or under the MIC, with representation from the municipalities, the County and BASWR, where applicable.</p>			
High Level Evaluation	<p>A) High potential for shared costs among County municipalities in the assessment of resources required for additional County administration/role of waste management services.</p> <p>B) Minimal to no capital costs.</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Identifying the resources the County would require would support the County in meeting regulatory compliance in the waste</p>	<p>A) High public resistance to option implementation. Potential resistance due to perception of loss of local jobs and or resources transferred to the County. May perceive new County roles as an upset to current operations and services.</p>	<p>Additional resources may be required for new programs, beyond what has been identified in Option 9 and 10. The additional resources are dependent on the requirements and may include, but are not limited to, staff time,</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	<p>Increase in operational costs would be time for municipal waste staff, BASWR and Bruce County staff to form a task group. The task group could potentially be the MIC. The task group would assess the additional administrative resources required at the County level for the transfer of any waste management roles from the municipalities.</p> <p>No revenue potential for the identification of resources.</p>	<p>management roles transferred to them from the municipalities.</p> <p>B) No additional GHG emissions produced in identifying County's administrative resources.</p> <p>No impact on waste diversion.</p>	<p>B) Increased equality when compared to current situation. Potential for perceived public equality for fair and shared balance of services across all municipalities by transferring more roles administered by the County for all.</p>	<p>operational costs for contracts, and/or capital costs for equipment.</p> <p>This option should be completed in conjunction with other tasks.</p> <p>A task group (which could also be the MIC), would require staffing resources for meetings and review of associated materials.</p>
Category 4: Promotion and Education Options				
17. Update Promotion and Education (P&E) Messaging to Current Issues				
Description and Assumptions	<p>This option looks at County-wide P&E campaigns on problem issues based on what collectors see, audits reveal, and customer service complaints. Effective promotion and education is a key tool for increasing diversion and participation in waste management programs. The County's customers are diverse in terms of culture and age. These differences in demographics create different needs and methods to reach the County's customers. The P&E campaign will require staff to determine current issues, set diversions goals and develop the communications materials for the public.</p>			
High Level Evaluation	<p>A) High potential for shared resources and costs savings across partner municipalities for County-wide P&E approach.</p> <p>B) Minimal to no capital costs. Increased operating costs for staff time, updates on current issues, contamination, diversion goals,</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Focused P&E campaigns related to current issues can increase participation in diversion programs and therefore, increase overall diversion targets.</p>	<p>A) Low potential for public resistance to option implementation. Increased and focused P&E could remove barriers to public participation and therefore, be received positively by the public.</p>	<p>Requires staffing resources from each of the municipalities (up to 0.5 days of time per municipality per month) and the County (up to 0.25 FTE per month)</p> <p>It is anticipated that an external company will be retained to</p>

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	sorting expectations and operational changes to communicate to public. County Waste Management staff for a County wide approach to P&E.	B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Increased effective participation can increase diversion thereby avoiding GHG emissions of materials otherwise being disposed. Aligns with municipal Climate Change strategies. Potential for significant waste diversion from landfill. High potential for municipalities supporting the County's waste diversion target of 50% set in 1995.	B) Increased equality when compared to current situation. Effectively communicates across the various demographics: rural versus urban, digital user vs traditional newspaper reader, youth vs elderly.	assist with the development of the communication materials at an estimated cost between \$20,000 and \$50,000, depending on their scope. This cost does not include any expenses associated with printing, mailing and/or advertising as this will be dependent on the delivery method.
18. Implement Best Practices on P&E Delivery				
Description and Assumptions	This option looks to implement best practices for P&E delivery. P&E initiatives including signs, guides, handouts, surveys, feedback, social media, digitized communications, staffed with trained volunteers and students, and information/ educational resources. It is assumed that 0.25 FTE staff would be required for a County wide delivery of P&E initiatives.			
High Level Evaluation	A) High potential for shared resources and costs savings across partner municipalities or one County wide P&E approach. B) Minimal to no capital costs Increased operating costs for staff time, educating the public, customer service, materials production, event content, community outreach, brochures, signage, calendars, online	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Best practices in P&E have been shown to achieve increased diversion which will go towards meeting provincial diversion goals. B) Reduces GHG emission to air. Potential for significant waste diversion from landfill. Best practices achieve more effective	A) Low potential for public resistance to option implementation. Positive public perception of one County-wide common message, as opposed to varying messaging across municipalities. B) Increased equality when compared to current situation. Positive public perception of diverse and inclusive approach to	Requires staffing resources from each of the municipalities (up to 0.5 day of time per municipality per month) and the County (up to 0.25 FTE per month). It is anticipated that an external company will be retained to conduct research on best delivery methods within the County and delivering content

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	website, waste Apps, social media, school and community outreach, curbside sticker program, advertising. Estimate 0.25 FTE County Waste Management staff for a County wide delivery of P&E.	communication, better diversion participation and thus reduce GHG impacts with more materials being diverted from landfill. Potential for significant waste diversion from landfill. High potential for municipalities supporting the County's waste diversion target of 50% set in 1995.	delivery of communications across varied demographic.	prepared in Option 17. It is estimated that the research will be between \$10,000 to \$20,000 and delivery costs would be determined based on the outcomes of Option 17 and how to best get the information to County-wide residents.
Category 5: Potential Role of BASWR				
19. Conduct a Business Review of BASWR				
Description and Assumptions	This option looks at conducting a business review of BASWR. The review would be conducted by a third party consultant, retained through a tendering process. The outcome would be a business review report with the lens of the upcoming EPR new provincial regulations impacting all Blue Box programs in the province. The review should be conducted in the near future, early 2021, in preparation of EPR decision making and planning. This option could be completed in conjunction with Options #24 and #25.			
High Level Evaluation	A) High potential for shared cost of review among BASWR's current municipal partners. B) Minimal to no capital costs. Increase in operating costs. Review costs could be performed by an external consultant, with background information provided by management and BASWR staff. Cost would be dependent on bids from RFP process or direct requests. No revenue potential from the review.	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Supports internal improvements in the verification of data reported by BASWR into regulatory agencies such as the annual MECP RPRA Datacall for provincial funding and diversion calculations. B) No additional GHG emissions produced due to the review. No impact on waste diversion due to the review.	A) Public will not likely be impacted by the option to conduct a review. Potential resistance from BASWR management and or staff. B) Increased equality when compared to current situation. Review result should identify whether BASWR is providing services to its partner communities on par to comparable jurisdictions, as well as if they are providing equal	The estimated costs for this to be completed by a consultant are \$10,000 to \$20,000. Requires staffing resources for input into the business review from each of the municipalities (up to 1 to 2 days of time per municipality) and the County (up to 3 days of time).

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
			services among its partner communities.	
20. BASWR Management Structure Review and Update				
Description and Assumptions	This option looks at a review and update to the current BASWR management structure. The review could be performed internally, through the formation of an independent review committee using MIC municipalities staff, or alternatively by an external consultant. Background information would be provided by BASWR management and staff. If a consultant is retained, they would develop a Terms of Reference for the BASWR Board with suggestions, such as technical representation.			
High Level Evaluation	<p>A) High potential for shared cost of management structure review among BASWR's current municipal partners.</p> <p>B) Minimal to no capital costs. Increase in operating costs. Review could be performed internally by municipal staff, or alternatively by an external consultant. If a consultant is retained, estimated cost would be dependent on bids from RFP process or directs requests. No revenue potential due to completing the review.</p>	<p>A) No perceived changes or challenges to achieve regulatory compliance due to the review.</p> <p>B) No additional GHG emissions produced due to the review. No impact on waste diversion due to the review.</p>	<p>A) High public resistance to option implementation. Potential for the public to perceive the need to restructure the current management structure as an upset to current operations.</p> <p>B) Increased equality when compared to current situation. Update of structure provides balanced perspectives which would benefit all.</p>	<p>If completed internally it is estimated that this will require 5 to 7 days of time per municipality and up to 15 days of time by the County.</p> <p>If completed externally, the estimated costs are between \$25,000 and \$35,000. This would also require staffing resources for input into the business review from each of the municipalities (up to 1 day of time per municipality) and the County (up to 3 days of time).</p>
21. Develop a Template for Municipalities to Report to BASWR				
Description and Assumptions	This option looks at developing an updated and standard reporting template for municipal waste management staff to all use in reporting their data to BASWR. BASWR is responsible for producing a consolidated report to RPRA's annual Datacall, on behalf of its municipal partners, that meets the requirements of RPRA. The data compiled by BASWR for their report directly impacts the amount of provincial funding received for			

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	their Blue Box program and RPRA's calculation and annual public reporting of all Ontario municipalities' diversion rates. This option can be implemented in conjunction with Options #15, #22 and #23.			
High Level Evaluation	<p>A) High potential for costs shared among BASWR partners within BASWR annual budget.</p> <p>B) Minimal to no capital costs. Increase in operating costs. One time cost to develop an updated reporting electronic template and train BASWR and each municipal waste management staff. Operating costs would be for their training time. No revenue potential from the template development.</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Supports more effective and accurate reports with less risk for error or under reporting and alignment with future regulatory requirements.</p> <p>B) No additional GHG emissions produced due to the template development. No impact on waste diversion due to the template development.</p>	<p>A) No perceived changes or challenges to achieve regulatory compliance. As this option looks to improve internal reporting requirements, the public is not anticipated to have an opinion on this.</p> <p>B) Increased equality when compared to current situation. Supports maximization of funding available from provincial funding from all participating members.</p>	Requires staffing resources of 3 to 5 days of time by the County to develop the template and up to a day per municipality to review the template and discuss with the County.
22. Use Weight Based Data Instead of Estimates				
Description and Assumptions	This option looks at using weight based data, adopted as a municipal standard, when monitoring and reporting waste management data. Current waste management reports identify a mixture and inconsistent use of reporting metrics such as weights (mixture of metric and imperial), volumes, unit counts, bin counts, bushels etc. In addition some of these metrics used are rough estimates. This option can be implemented in conjunction with Options #15, #21 and #23.			
High Level Evaluation	<p>A) No potential to share option's costs. Costs sharing not applicable to this option, (See option #23 for scales).</p> <p>B) Minimal to no capital costs.</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Weight based data supports current and potential future metrics used for regulatory reporting.</p>	<p>A) Public will not likely be impacted by the option. As this is an internal approach to reporting, public perception is not anticipated.</p>	Resource requirements are captured under Option 23.

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	Minimal to no change to current operating costs. No perceived additional costs for adopting an administrative standard in reporting weights, rather than volumes or units. (See option #23 for scales). No revenue potential from implementing this weight data.	B) Minimal to no additional GHG emissions produced. Potential for some waste diversion. Weight based data supports more accurate GHG and waste diversion estimations. (See option #23 for scales).	B) Increased equality when compared to current situation. Weight based data supports fair measurement and maximization of available funding for diversion and fees across all parties and jurisdictions.	
23. Explore Shared Weigh Scale Potential Partnerships				
Description and Assumptions	This option looks at exploring the sharing of weigh scales and potential partnerships such as neighbouring municipalities, and or the County. Bruce County Transportation and Environmental Services Department also utilize weigh scales for their vehicles, e.g. snow plow salt weights. There is potential for partnerships in adding additional scales at waste sites, or sharing existing scales throughout the County, such as salt, soil, gravel yards, to implement efficiencies. This option can be implemented in conjunction with Option #22.			
High Level Evaluation	A) High potential for costs shared among neighbouring municipalities and/or internally among municipal departments such as transportation; e.g. road salt snow, plow, scales. B) Medium to high capital costs. Cost of scales (quantity and specification to be determined) to be provided by vendors, or shared partial costs if existing scales are shared by departments (e.g., with Dept. of Transportation).	A) No perceived changes or challenges to achieve regulatory compliance. B) Increase of GHG emissions to atmosphere. Potential for increase in GHG emissions if collection vehicles have to drive longer distances to pass over a scale. No impact on waste diversion.	A) Low potential for public resistance to option implementation. Positive public perception of shared resources by departments. Additional detail would be required on anticipated increase in vehicle traffic as a result of sharing with other municipalities. B) Increased equality when compared to current situation. Fair and common weight based metric for all communities, enabled through a shared resource, i.e. scales.	Requires staffing resources to determine where additional scale(s) should be placed and to manage purchasing of scales. Estimated 3 to 5 days of time per municipality for planning. Alternatively, an external company could be retained to analyse and recommend options, including transportation routing analysis. The estimated cost would be between \$25,000 and \$50,000.

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	Potential for some revenue generation increase due to weight based scale measurement for all sites, materials and collection. Increase to cost for collection due to additional time required for truck to travel to a site with scales versus driving directly to the disposal site.			Estimated capital cost of \$15,000 to \$25,000 per scale, plus ongoing maintenance costs.
Category 6: Blue Box Program Provincial Transition to Full EPR				
24. Prepare Current State Financials In Preparation For Decision Making For Transition				
Description and Assumptions	This option looks at preparing current state financials in preparation for decision making for transition of the MECP provincial regulatory framework to EPR. The Blue Box program will transition to EPR, starting in 2023, and fully transition to EPR by 2025. Ontario Municipalities have recently communicated their preferred transition date to AMO. Following the release of the new Blue Box draft regulations, Municipalities and BASWR partners will each have to decide their path forward. Preparation of historical and current Blue Box financials will support their options analysis and decision making process. This option can be implemented in conjunction with Options #19 and #25.			
High Level Evaluation	A) Potential for municipalities to share cost to retain a third party to review performance and operational data and report in a consistent manner. B) Estimated operational costs would be for municipal waste management and BASWR staff time to gather necessary financial data and reports. Potential for additional audit costs if a third party is requested	A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Would support compliance reporting as information and data would be better compiled and prepared and/or audited. B) No additional GHG emissions produced as this would be an internal financial review. No impact on waste diversion.	A) Low potential for public resistance to option implementation. No impact as this would be an internal financial review. B) None perceived as this would be an internal financial review.	Requires staffing resources of up to 2 to 3 days of time for each municipality and 5 days for BASWR to gather financial data and reports. Third-party financial auditing is estimated at \$5,000 to \$20,000 per municipality.

Option	Economic A) Cost Sharing Potential B) Overall Costs	Environmental A) Regulatory Compliance B) Climate Change and Waste Diversion	Social A) Public Acceptance B) Social Equality	Funding and Resources
	by management to support the preparation or assessment.			
25. Internally Assess EPR Scenarios and Expanded Blue Box Program				
Description and Assumptions	This option looks at carrying out an internal assessment of the various EPR scenarios and potential expansion of the materials that will be required in the new Blue Box program. Currently, BASWR does not collect as many types of Blue Box materials compared to other Ontario Blue Box programs. The assessment would produce a report with recommendations for BASWR partners. The assessment should begin as soon as possible. This option can be implemented in conjunction with Options #19 and #24.			
High Level Evaluation	<p>A) High Potential for municipalities to share cost to retain a third party to prepare scenario assessment and models in a consistent manner.</p> <p>B) Minimal to no capital costs for the EPR assessment. Increase in operating costs. Estimated operating costs would be for municipal and BASWR staff time to gather necessary information for third party. Potential for modelling costs by the third party, if requested by management as an add-on to support the preparation of the assessment. No revenue potential for the assessment.</p>	<p>A) Improvements and efficiencies are made to current state of regulatory compliance, approval or reporting. Alignment with regulatory requirements can be integrated in the assessment.</p> <p>B) No additional GHG emissions produced as this would be an assessment. No impact on waste diversion due to the assessment.</p>	<p>A) High public resistance to option implementation. Potential reputational impact from shifting environmental responsibilities to private sector under EPR. Low potential for public resistance to option implementation. Positive perception in assessment of all scenarios of a new Blue Box service under EPR.</p> <p>B) Increased equality when compared to current situation. Perceived as an equalization of the Blue Box program across the province under a new EPR regulatory framework.</p>	<p>Requires staffing resources of up to 2 to 3 days of time for each municipality and 5 days for BASWR to gather financial data and reports.</p> <p>Alternatively, this could be completed by a third-party for approximately \$10,000 to \$20,000.</p>

Recommendations

Based on Dillon's review, there is a desire by the lower tier municipalities to have the County take on more responsibility for the logistics of waste which include diversion programs and collection, contract management with service providers and the development and upkeep of subject matter expertise related to waste management

Based on the evaluation results, all of the options are recommended for the MIC to pursue; however, it is necessary for the MIC to confirm resources and costing needs for each of the recommendations. It is recommended that the MIC considers the following for each option:

- Costs and revenues of each option to compare with status quo,
- Appropriate funding to budget for development and implementation of each option;
- Identification of who will lead the option (County, municipality(ies)); and
- Recommended method of implementation (in-house, consultant, contractor).

The recommendations consider the overall financial, environmental and social impacts as well as the opportunity for service efficiencies. It also reflects further feedback that was provided by the MIC. However, there are several recommendations that are identified as more of a priority for the County as an option(s) is contingent of the completion of that option, or the option coincides with changes to a program due to changes by the Province, or the options is a key component to County's long-term waste management priorities.

All of the options and their recommended timeline for implementation have been identified below in Table 73 in the order that they were presented in the report. Items that are identified as priority have been highlighted. Figure 9 presents the options by year of recommended implementation.

Table 73: Recommendations and Timeline for Implementation

#	Option	Timeline for Implementation
1	Implement disposal site efficiencies	2025
2	Enhance municipal collaboration and partnership	2022
3	Increase opportunities for reuse and sharing participation	2024
4	Lead by example of 3R initiatives and policies	2024
5	Explore C&D waste diversion initiatives	2025
6	Explore LEED design incentives associated with C&D waste management for new development approvals and permits	2026
7	Update County Waste Management Strategy Master Plan	2022
8	Expand MHSW program	2025
9	Transfer diversion programs to County's responsibilities	2027
10	Transfer waste collection to County's responsibilities	2027
11	Implement County organics collection program	2024
12	Determine processing options for County organics	2023
13	Transfer all waste management roles to Bruce County	2027
14	Each municipality determines their long-term waste disposal needs	2022
15	Verify monitoring and reporting data	2022
16	Identify resources required at the County level to administer and manage any new County waste management roles	2025
17	Update P&E messaging to current issues	2023
18	Implement best practices on P&E delivery	2023
19	Conduct a business review of BASWR	2021
20	BASWR management structure review and update	2022
21	Develop a template for municipalities to report to BASWR	2022
22	Use weight based data instead of estimates	2023
23	Explore shared weigh scale potential partnerships	2023
24	Prepare current state financials in preparation for decision making for transition	2021
25	Internally assess EPR scenarios and expanded blue box program	2021

Figure 9: Recommendations and Timeline for Implementation

2021
<ul style="list-style-type: none"> •Conduct a business review of BASWR* •Prepare current state financials in preparation for decision making for transition •Internally assess EPR scenarios and expanded blue box program*
2022
<ul style="list-style-type: none"> •Enhance municipal collaboration and partnership* •Update County Waste Management Strategy Master Plan* •Each municipality determines their long-term waste disposal needs* •Verify monitoring and reporting data •BASWR management structure review and update* •Develop a template for municipalities to report to BASWR
2023
<ul style="list-style-type: none"> •Determine processing options for County organics* •Update P&E messaging to current issues •Implement best practices on P&E delivery •Explore shared weigh scale potential partnerships* •Use weight based data instead of estimates
2024
<ul style="list-style-type: none"> •Increase opportunities for reuse and sharing participation* •Lead by example of 3R initiatives and policies* •Implement County organics collection program*
2025
<ul style="list-style-type: none"> •Implement disposal site efficiencies* •Explore C&D waste diversion initiatives* •Expand MHSW program* •Identify resources required at the County level to administer and manage any new County waste management roles*
2026
<ul style="list-style-type: none"> •Explore LEED design incentives associated with C&D waste management for new development approvals and permits
2027
<ul style="list-style-type: none"> •Transfer diversion programs to County's responsibilities* •Transfer waste collection to County's responsibilities* •Transfer all waste management roles to Bruce County*

* Requires need for lower and upper tier Council approvals

Conclusions and Next Steps

The MIC's goal for this project was to collaborate with member municipalities to review waste management services to determine more efficient ways to deliver waste management services. This was completed by assessing current waste management systems and comparing them with best practices to generate ideas that reduce the amount of waste ending in landfills in the participating municipalities.

The study identified potential additions, modifications and or enhancements to the current waste management services approaches and operations. These options, if implemented, could enhance the effectiveness and operational and cost saving efficiencies in meeting residential solid waste management service needs and regulatory compliance in the near and long term future.

Completion of this service review has provided the MIC with extensive background information, triple bottom line evaluation of options and assessments including:

- A solid understanding of the participating municipalities current situation with respect to waste management for its residents;
- Comprehensive insights into effective strategies and best practices informed by research and waste management industry and policy;
- Recommendations that can enable the MIC to collaborate with member municipalities to identify opportunities for greater operational efficiency and provide recommended next steps to interested parties; and
- A roadmap for moving forward to achieve the MIC's waste management service efficiency goals.

The Province encourages cooperation among municipalities to seek efficiencies and to find mutually acceptable solutions to waste management. Many of the municipalities involved in this service review also indicated an interest and desire to partner and collaborate with each other. A partnership approach has the potential to expand waste management options available to the municipalities involved.

South Bruce Peninsula was not interested in participating in this study at the time that the study was completed; however, there may be an opportunity for the MIC to integrate and collaborate with South Bruce Peninsula in the future as they are also part of Bruce County. The MIC could provide South Bruce Peninsula with routine updates of waste initiatives and the progress of this study to determine if there are any options that would be mutually beneficial to collaborate on together.

Next Steps

This study has provided a comprehensive insight into developing potential options for consideration with the goal of achieving efficiencies in current and future waste services provided to residents. Pooling of resources and partnerships among MIC municipalities could be the basis of starting discussions among

interested parties leading to formal partnerships and terms of agreements. Following discussions with municipal staff and elected officials in Bruce County, the MIC should begin to implement priority options that have received municipal and County approval. Progress should be monitored and reported back by the MIC to municipalities and the County.

Appendix A

Jurisdictional Review Long List Selection

Jurisdictional Review

Long list of potential municipal selections considered for review

Note that the coloured text corresponds to the following legend:

- Blue text indicates similarity to Bruce County communities
- Red text indicates similar but alternative operations compared to Bruce County communities
- Green text indicates a new option for Bruce County communities

Municipality / County / Region	Population and Population Density (/km ²)	Rationale for Consideration
Bruce County and its municipalities (Ontario)	68,147 (2016 Census) 16.7 per km ²	<ul style="list-style-type: none"> • Two-tier municipal government structure with majority of waste management under lower tier responsibility • First Nations manage their own waste management system • Demographic is rural with a large agricultural sector • Community populations range from a couple hundred up to 11,500 (Kincardine) • High seasonal population for the cottage/beach districts • County responsibility for MHSW collection, events and reporting • County partnership for recycling collection and processing; BASWR • BASWR RPRA diversion rate: 27.7% • Multi-sorting at curbside by BASWR collector • Blue Box recycling accepts a limited type of materials • Some municipalities operate their own programs for additional Blue Box type materials (plastic film, polystyrene) and agricultural bale wrap • Municipalities partner with extended producer responsibility (EPR) organizations for diversion programs; electronic waste, tires • Municipalities partner with charity organizations; Diabetes Canada for clothing, textiles and household items • Some municipalities have a swap or share area for used items at their landfill • Landfill, disposal and depots are a municipal operation and responsibility • Municipalities manage 2-3 landfills and or transfer stations and produce annual monitoring reports • Weekly curbside garbage collection is a municipal responsibility; contracted services, some contracted with BASWR • Bag tag system, varying cost/tag/bag across County • No organics collection program for food waste • Leaf and yard waste (LYW) and brush is typically used for landfill cover • Compost products are not typically produced from LYW • Typically no bulky items collection system; residents drop off only • Local environmental volunteer organizations are active in some communities and initiate projects

Municipality / County / Region	Population and Population Density (/km ²)	Rationale for Consideration
		<ul style="list-style-type: none"> Promotion and education is a municipal responsibility typically communicated through newsletters, mail out inserts or social media
District of Muskoka (Ontario)	61,000 permanent and up to 82,000 seasonally	<ul style="list-style-type: none"> Similar to the MIC municipalities; rural demographic Large cottage seasonal increase of residents GIS application to waste collection routes Local government is governed by a two-tier system. The District Municipality of Muskoka forms the upper-tier. Six Area Municipalities make up a lower-tier. Both levels collaborate and align services to achieve cost-efficiencies
Grey County (Including Southgate, Chatsworth and Georgian Bluffs) (Ontario)	93,830 20.8 per km ²	<ul style="list-style-type: none"> Neighbouring County to the East, comparable demographics Comparable population Comparable population density Curbside cart collection in some areas Goods Exchange Day (Owen Sound)
Oxford County (Ontario)	121,000 people (8 municipalities: Woodstock, Tilsonburg, Ingersoll) 54.4 per km ²	<ul style="list-style-type: none"> Two-tier municipal government structure Bag tag system Sustainability plan and zero waste goal (initiated because of the Walker landfill Environmental Assessment) Volunteer group Zero Waste Oxford discussing COVID-19, EPR, circular economy, etc. CAO role includes working with the Zero Waste Oxford group
County of Peterborough (Ontario)	56,619 14.8 per km ²	<ul style="list-style-type: none"> Same RPRA Datacall Municipal Grouping #5 Rural Regional Seasonal population Diversion rate >50% Organics program
Wellington County (Ontario)	90,932 34.2 per km ²	<ul style="list-style-type: none"> Comparable population Diversion rate 39%; similar to Northern Bruce Peninsula rate (37%) Rural areas Collaboration with City of Guelph neighbour Circular Economy (organics) Smart City initiative
City of Guelph (Ontario)	131,794 87.2 per km ²	<ul style="list-style-type: none"> Green Bin program Very high separation of waste and raw materials Comprehensive waste services full review benchmarking in 2018, by Dillon MRF facility review completed Partner with Wellington County on Circular Economy (Food) Smart City initiative Very high diversion rates 53-63%

Municipality / County / Region	Population and Population Density (/km ²)	Rationale for Consideration
Huron County (Ontario)	59,297 17.4 per km ²	<ul style="list-style-type: none"> • Neighbouring County to the South, comparable demographics • Comparable population • Comparable population density • Curbside cart collection in some areas • Bluewater Recycling Association (BRA) MRF, similar accepted/limited Blue Box materials
Kawartha Lakes (Ontario)	75,423 and 31,000 seasonal	<ul style="list-style-type: none"> • Rural areas • Large seasonal population • Pop. comparable to Bruce County • Diversion rate is 38%
County of Northumberland (Ontario)	89,684 47.1 per km ²	<ul style="list-style-type: none"> • Same RPRA Datacall Municipal Grouping #5 Rural Regional • Some seasonal population • Diversion rate >39% • Two stream Blue Box collection • Organics curbside carts
Norris Arm/Central Waste Management Region (NFLD)	75,000 pop. Central Region and 32,200 households, 100 communities	<ul style="list-style-type: none"> • Very rural, geographically wide area in Central Newfoundland • Closed all dumps and kept one large engineered landfill for the new Region, established in 2008 • Recycling markets challenges • Curbside collection, clear bags mandatory • Public drop off operational 6 days per week • Organics study completed in 2015
Sunshine Coast Regional District (BC)	31,977 of which half are rural	<ul style="list-style-type: none"> • BC was the first 100% EPR Blue Box provincial program • Organics program in place, drop off for rural, curbside for urban • Landfill is approaching end of life capacity
Township of Georgian Bluffs and Chatsworth (Grey County, Ontario)	10,500 and 6,600	<ul style="list-style-type: none"> • In 2013 these two Municipalities invested into an Anaerobic Biogrid Digester (organics processing) • \$1.5 - 2 Million which included a sewage lagoon • Hydro One revenue for electricity e.g. \$70,000 (10 months). • Over time, septic waste (not SSO) has become the main source that fuels the digester • Some discussion about "mothballing" the facility until future organics MECP regulations in Ontario are in place (2025?) • Saugeen Shores could explore potential partnership with Chatsworth/Georgian Bluffs. Is transporting of Sewage/Biosolids to a site like Georgian Bluffs Biogrid Digester an option if they are nearing capacity at their Southampton sewage plant as a short term solution? OCWA operates the Sewage Lagoon for Chatsworth and Georgian Bluffs. The Lagoon is located about 35 minutes from Saugeen Shores Southampton Sewage Plant.

Municipality / County / Region	Population and Population Density (/km ²)	Rationale for Consideration
Township of Southgate (Grey County, Ontario)	7,190 11.4 per km ²	<ul style="list-style-type: none"> Fairly small municipality Green Cart curbside program for the handling of organics Green compost cart is collected every week Blue recycle cart and grey garbage carts are collected on alternating weeks Agricultural area Eco Park (220 acres). The Park has 2 industries involved in the environment sector: Lystek which produces liquid fertilizer and Gro-Bark which produces soil from compost and wood chips.
Jasper (Alberta)	4,590 5 per km ²	<ul style="list-style-type: none"> High tourist attraction Small town, rural Organics program using community drop off bins for food waste (SSO) Uses an animal-proof neighbourhood food-waste collection system that seems to work quite well
County of Norfolk (Ontario)	64,044	<ul style="list-style-type: none"> Same RPRA Datacall Municipal Grouping #5 Rural Regional Seasonal population Diversion rate >50%
Kenora (Ontario)	15,000 permanent, 45,000 seasonal	<ul style="list-style-type: none"> Pop 15,000 but reaches 45,000 in summer season Considering new organics program Sends Blue Box to MRF in Winnipeg 200 km away Collects from seasonal cottages in summer (May-Sept) only
North Bay (Ontario)	51,553	<ul style="list-style-type: none"> Same RPRA Datacall Municipal Grouping #5 Rural Regional Seasonal population Diversion rate >32% Northern Ontario location; transportation/markets challenges
Regional District of East Kootenay (BC)	60,439 (16,000 rural) 2.2 per km ²	<ul style="list-style-type: none"> Very low pop. Density All of the waste collected at the municipal and rural transfer stations around the Cranbrook, Kimberley and surrounding rural areas is hauled to the Central Subregion Landfill. Yellow bin recycling program with over 600 yellow bins out across the East Kootenay for the collection of recyclables 5 transfer stations for the Region
Thompson-Nicola Regional District (BC)	132,663 2.9 per km ²	<ul style="list-style-type: none"> Very low pop. Density 27 Eco Depots or Transfer Stations for the Region BC has a 100% EPR Blue Box program
Greater Miramichi RSC (NB)	39,193 3.3 per km ²	<ul style="list-style-type: none"> Very low pop. Density Rural regional service commission (Waste Management and Land Use Planning roles) NB has 12 Regional Service Commissions (RSCs). Each region is responsible for providing MSW service within its boundaries Province has obliged the municipalities within defined regions to collaborate/cooperate to provide waste management services Has less aggressive/progressive management requirements as compared to NS Provincial waste strategy

Municipality / County / Region	Population and Population Density (/km ²)	Rationale for Consideration
		<ul style="list-style-type: none"> Implementing 100% EPR blue box program
East Hants (NS)	22,453 residents (9,000 homes and businesses)	<ul style="list-style-type: none"> Rural regional district (1 of 7) Provincial mandate to cooperate as regions, mid-late 90s Linked to the implementation of NS's progressive waste management legislation Second-generation (composite lined) landfills Disposal bans Province has obliged the municipalities within defined regions to collaborate/cooperate to provide waste management services
Durham Region (Ontario)	645,862 256 per km ²	<ul style="list-style-type: none"> Much larger, but lessons learned with cooperating with local tier Only Ontario Region with an EFW incineration facility (Covanta)
York Region (Ontario)	1,100,000 624 per km ²	<ul style="list-style-type: none"> Much larger, but lessons learned with cooperating with local tiers Progressive waste diversion performance Regional Waste Management Strategy is very in-depth, includes scorecards and is updated every 5 years
Metro Vancouver (BC)	2,556,000	<ul style="list-style-type: none"> Much larger; lessons learned with cooperating with local tiers. Organics landfill ban

Appendix B

Jurisdictional Review Summary

Oxford County Jurisdictional Review Findings

Topic	Data Collected
Demographics	Pop: 121,000 (8 municipalities, major centres: Woodstock (32,300), Tilsonburg, Ingersoll) Density: 55 Hhlds: 43,700 SF & 3,300 MF Seasonal: n/a Agricultural region (2,000 farms) in SW Ontario
Governance Structure	Two-tier municipal government structure; upper tier Oxford County and 8 lower tier municipalities. The County has waste management responsibilities. In 2000, municipalities decided to give waste management authority to the County.
Performance	Diversion rate 2018: 50.0% Rural Regional RPRA grouping (#4) Garbage disposed: 193 Diverted (all): 194 Generated: 387
Facilities	Landfill open hours Monday to Friday from 8:30 a.m. to 4:30 p.m. and Saturday 8 a.m. to 4 p.m. Open compost windrow at landfill. Oxford County Waste Management Facility in Salford, ON. Woodstock has a new environmental transfer station at James Street (Brush, LYW, Bulk items); opened June 2018. Woodstock has Clarke Street South depot. Residents may drop off acceptable recycling materials sorted in the appropriate large bins, Mon. to Fri. Blue Box materials go to the privately owned Canada Fibres MRF.
Collection	County: Curbside weekly collection, Monday to Friday. Collect garbage and recycling from 26,000 households across Oxford County six participating municipalities co-collected in the same truck. Bulky curbside 1 week/year (Spring) and more often in Tillsonburg. Year round acceptance at TS. Woodstock: 2 stream Blue Box collection, Bulky waste 2x per year curbside. Woodstock remains separate from the county, using its own system under a contract with the county that expires in 2028. South-West Oxford will also continue with its six-day system while pushing towards a seven day cycle.
Contracted Services	New co-collection contract started May 2020. Contract is shared by 6 municipalities. Collection vehicle has a divider down the middle to keep material streams separated. The county's new service provider, Emterra Environmental, was awarded the contract for five years, with two one-year options. Curbside garbage and recycling pickup will cost the county about \$2.8 million a year, plus an additional \$703,091 for the processing and transfer of the materials. Woodstock remains separate from the county, using its own system under a contract with the county that expires in 2028. South-West Oxford will also continue with its six-day system while pushing towards a change to a seven day cycle. The previous contract was set to expire in September 2022 but "contractual performance issues" led to the mutual termination.
Programs	Woodstock Environmental Advisory Committee Co-Sponsors ReuseapaloozAHA: a free swap event on a Saturday at the Woodstock Agricultural Fairgrounds and other community locations. Accepts families of volunteers. Published a "do it yourself" manual/pamphlet on how to run swap events available at the Farmers Market. Has its own website http://www.reuseapaloozaha.ca/

Topic	Data Collected
	<p>Accepts all Blue Box materials including bulky polystyrene foam (EPS), except for foam trays and crystal polystyrene (#6). Black plastics are accepted. No plastic film accepted however they have a drop-off pilot.</p> <p>Blue Box lids, for windy days, available for purchase (\$1.50) in several locations</p> <p>Composting educational webpage; for indoor and outdoor composting. Sell compost and Green Cones. Sell quality compost to companies. Residual compost of low quality is used as landfill cover.</p> <p>11 free brush, leaf and yard waste depots located throughout the County.</p> <p>Woodstock has curbside seasonal LYW and Xmas tree collection and accepts pumpkins at their depots as a cost to them.</p>
EPR /Stewardship	<p>Accepted at the landfill site and Woodstock's environmental depot only.</p> <p>Tires: passenger and light truck, on or off the rim.</p> <p>Electronics</p> <p>MHSW</p> <p>Batteries</p>
P&E	<p>County website: oxfordcounty.ca/services-for-you/waste-management</p> <p>Website for swap event www.reuseapaloozaha.ca</p> <p>Wasteline mobile app</p> <p>Searchable online sorting tool</p> <p>Subscription email for updates to website changes or notices</p> <p>Social Media: Facebook, Twitter, YouTube</p> <p>Online feedback platform: speakup.oxfordcounty.ca</p> <p>Calendars (available online) for the County and one for Woodstock</p> <p>Oxford County Waste Management & Education Centre (opened June 2018). The Education Centre component of the building offers a variety of interactive displays that educate on environmental sustainability, renewable energy and zero waste. The centre will be primarily used for school visits, but interested members of the public can request a tour.</p> <p>Each municipality assumes responsibility for customer service related to waste management and forward to the County for resolution.</p> <p>P&E carried out as a staff group effort, including website communications staff and 3 staff in office.</p>
Partnerships	<p>Sharps collection - partner with Southwestern Public Health. Provide free containers and promote on website.</p> <p>Volunteer group/families at swap events.</p> <p>CAO and Director, and Manager of Public Works role includes working with the Zero Waste Oxford Committee and liaisons.</p>
Efficiencies, Cost Savings and Innovative Approaches	<p>At the cutting edge with ideas/opportunities</p> <p>Online purchase of bag tags</p> <p>The Oxford County Waste Management & Education Centre officially opened in June 2018.</p> <p>The net-zero energy facility includes a solar photovoltaic system that produces enough electricity to offset the amount of electricity used by the entire Waste Management Facility.</p> <p>Achieving zero waste is a goal of the Future Oxford Community Sustainability Plan, which includes a waste reduction and diversion strategy to ensure the County's landfill disposal needs are met until the year 2100. The current expected lifespan of the County's landfill is 2063.</p> <p>The building features numerous energy efficiencies, including rammed earth walls that are 22 inches thick and contain 8 inches of insulation, triple-pane windows and Energy Recovery Ventilators that heat the incoming air supply with heat energy recovered from the building's exhaust air.</p>

Topic	Data Collected
	Enhanced Material Recovery & Biological Treatment has emerged as the preferred technology that aims to recover as much as 90% of the materials that end up in our landfill. Using this unique but proven technology, garbage would be sorted with organics separated for processing in a manner which could produce biogas, biosolids and compost materials. Other recyclable and recoverable materials like metals, plastics, and construction and demolition materials would be separated and sold/distributed to various end markets. The goal would be to have as little as 10% of the material left to be disposed of in the landfill. Restructured staff to be more efficient. Have an admin team of 4. Reduced office staff and redistributed staff due to department retirees.
Budget	2020 net budget WM total \$1.92 Million. 2018 gross expense WM \$236/hhld 2015 average operating cost \$89/tonne for collection, disposal and diversion services, Oxford County. Includes revenues.
Staff	Public Works is responsible for the Oxford County Waste Management Facility.
Strategy/Plans	2017, a series of waste audits were conducted Community Sustainability Plan and its zero waste goal (initiated because of the Walker landfill Environmental Assessment) 2014 Waste Management Strategy "Let's Talk...Trash" (305 pages) by Genivar. Started in 2011. Included public consultation by council request. 2011 Woodstock Waste Diversion Plan. March 2017- As an initiative of Oxford County's Zero Waste Plan, Oxford County contracted a consultant to conduct a Waste Management Facility waste composition study to report on the current waste disposal situation occurring in the residential sector of Oxford County.
Policy	Construction and demolition waste must be recycled under Oxford County By-Law No. 4954-2008. The compactor takes photos and follows up with customer with a first warning. Next time, there is an increase in tip fees per bylaws. Tip fees increases go up 2x, then 3x. Any vehicle that does not abide by the Highway Traffic Act or Oxford County By-law 4954-2800 will be subject to increased fees. 1st offence: 2X disposal fee 2nd offence: 3X disposal fee 3rd offence: 5X disposal fee Full user pay (\$2 tags for every bag); no garbage bag limits. Can purchase online and delivered by mail. Bag weight limit is 20kgs; larger than this requires 2 bag tags.
Future Regulations /Policy	Zero Waste Oxford group discusses EPR issues. Transition year aligns with their contract end date. Decided to hand over blue box to the producers. Woodstock has some equipment asset and 6 municipalities share one building. Promote composting and sell composters and green cone food digesters and provide website information/resources. Enhanced Material Recovery & Biological Treatment has emerged as the preferred technology that aims to recover as much as 90% of the materials that end up in our landfill. Only Woodstock, due to its urban population size, would have to comply with new organics regulations. Oxford County is mostly 50% farming communities. Accept mattresses and textiles at the depots.

Topic	Data Collected
	<p>Zero waste goal. On September 9, 2015, Oxford County Council passed a motion to establish Oxford as a “zero waste” community.</p> <p>Zero Waste Oxford Committee discusses COVID-19, EPR, circular economy, alternative technologies (MBT) etc.</p> <p>Webpage for construction and demolition waste oxfordcounty.ca/services-for-you/Waste-Management/Construction-and-Demolition-Recycling</p> <p>Promotes: REgift: Give your furniture and other large items that are in good conditional to a relative or friend who can put them to good use. REuse: Donate items to an organization that accepts used goods. REDistribute: Post items on buy and sell websites.</p>
Practices contributing to Diversion	<p>Of their 50% diversion rate, half is due to residential recyclables diversion and 39% of the 50% is due to organics diversion from landfill.</p> <p>LYW and C&D are big contributors. Residents have a high diversion/recycling mindset.</p> <p>Switch to weekly recycling collection increased diversion by 11%; saw a large improvement.</p> <p>County always offered HHW and tires collection long before it was mandated.</p> <p>A lot of P&E contributes to success. Added more communications in 2014. This was very big help and support.</p>
Data Sources / References	<p>RPRA 2018 Datacall rpra.ca/programs/about-the-datacall.</p> <p>County website www.oxfordcounty.ca/services-for-you/waste-management.</p> <p>http://futureoxford.ca/general/sustainabilityplan/index.htm</p> <p>http://www.oxfordcounty.ca/Your-Government/Speak-up-Oxford/Campaign-Details/ArticleId/13603/The-future-of-waste-management</p> <p>https://www.oxfordcounty.ca/general/AnnualReport/2018/default.aspx</p> <p>Zero Waste Oxford Committee http://www.futureoxford.ca/committees.aspx#35006</p> <p>2020 Budget</p> <p>Performance Measurements 2015</p>
Contacts/staff	<p>David Simpson, Director Public Works</p> <p>Mike Amy - tech services</p> <p>Pam Antonio - supervisor of waste management services at Oxford County 519-539-9800 ext. 3114 pantonio@oxfordcounty.ca</p>

Grey County Jurisdictional Review Findings

Topic	Data Collected
Demographics	<p>Pop: 93,830</p> <p>Households: approximately 48,000, Density: 21</p> <p>Total Private Dwellings: 47,560</p> <p>Total Private Dwellings Occupied by Usual Residents: 39,563 (83%)</p> <p>Largest municipality is City of Owen Sound (22,000), Southgate (pop. 7,300 and 3,500 hhllds)</p> <p>Blue Mountains has 50% vacation dwellings. Others range from 10% (Southgate) to 25% (Grey Highlands) vacation dwellings.</p>
Governance Structure	<p>The County seat is in Owen Sound. County does not operate a County run waste management structure. Lower tiers operate their own waste, recycling and organics programs. The County does however provide an online portal to each municipal waste and recycling websites.</p> <p>Municipalities include: City of Owen Sound, Meaford, Georgian Bluffs, Southgate, Chatsworth, Blue Mountains, Grey Highlands, West Grey, Hanover. In mid 1990s during Ontario amalgamation, a study was done to look at waste management options under amalgamation. Landfill space was plentiful and there was no political will to transfer waste to the County. Recently there has been interest in potential collaboration and partnerships for MHSW and organics programs.</p>
Performance	<p>Southgate calculates its own diversion rate: 47% in 2018</p> <p>RPRA Diversion rates 2018: Blue Mountains 47%, West Grey 43%, Georgian Bluffs 37%, Grey Highlands 37%, Owen Sound 32%,</p> <p>N/A: Meaford, Hanover and Chatsworth.</p> <p>Groupings: Rural Collection North (#5) and Rural Collection South (#7).</p> <p>Grouping average RPRA 2018 diversion rates were 25% for #5 and 34% for #7.</p> <p>Meaford has been recognized as having one of the highest waste diversion rates in the province >57% in 2015.</p> <p>Average of 2018 Datacall results (Blue Mountains, West Grey, Georgian Bluffs, Grey Highlands, Owen Sound). Note Blue Mountains have higher numbers due to large seasonal pop.</p> <p>Garbage disposed: 216</p> <p>Diverted (all): 142</p> <p>Generated: 358</p>
Facilities	<p>Southgate - has one Transfer Station site with roll off bins for collection and one active landfill. One of the TS is located at the landfill. In 2016 a used compactor was purchased (\$290,000) for their remaining active landfill to expand its lifespan. C&D loads go over the scales or small quantities, such as bags, are fee based.</p> <p>Owen Sound closed their landfill in 2001. Miller Waste Transfer Station is a privately owned facility and the tipping fees are set by Miller Waste. Waste is exported to the private landfill at Twin Creeks near Lampton. Miller has a contract agreement with the landfill owner Waste Management Inc.</p> <p>Owen Sound has a LYW composting facility, open 7 days per week, 830am-8pm</p> <p>Meaford- transfer station was permanently closed in September 2015. Offered monthly bulky waste pick up from April to Sept.</p> <p>Owen Sound - Miller Waste owns and operates the City's Recycling Depot (2006), located at the transfer station.</p> <p>Southgate - blue box recycling goes to the Mount Forest MRF owned by WM Inc. Formerly the township had a shed as a BB transfer site. Currently, collection trucks generally direct haul to the MRF.</p>
Collection	<p>Southgate - utilizes cart collection of recyclable, waste and compost materials by providing carts for residents and businesses that are tipped on a weekly basis. The green compost cart is collected every week, and the blue recycle cart and grey garbage carts are collected on</p>

Topic	Data Collected
	<p>alternating weeks. Automated cart collection in 2003. Operates the entire curbside collection with 2 vehicles that operate a combined total of 6 days per week.</p> <p>Owen Sound - uses Miller Waste's transfer station.</p> <p>Meaford - Miller's has onboard cameras and GPS units to track collection activities to verify customer inquiries.</p>
Contracted Services	<p>Owen Sound - Miller Waste operates the City of Owen Sound Recycling Depot on behalf of the City.</p> <p>Meaford - uses contracted services for waste management operations</p> <p>Southgate - contracts the transfer of materials from their transfer stations for electronics, MHSW, oil, drywall, tires and used oil.</p>
Programs	<p>Owen Sound: The Goods Exchange Day (three times per year, 10% participation) program provides an opportunity to City residents to leave items that are no longer useful to them but may still be useful to others. Participants place items at the end of the driveway and tie a white plastic bag to one or more of the items to indicate these are goods exchange day items.</p> <p>Southgate - has a reuse facility space at their transfer station for free swap or reuse. Does not have to go over the scales. Closed during Covid.</p> <p>Owen Sound residents can recycle (curbside bi-weekly collection dual stream, biweekly garbage) with either a standard blue box or transparent plastic bags. Starting 2021, corrugated cardboard will be collected on regular recycling day. Currently it must be bundled separately beside the blue box and not inside it. Drop off depot</p> <p>Southgate has their own blue cart automated 60/40split body trucks (two) collection system since 2003. Trucks have mounted cameras to record operations. Blue box and garbage is collected biweekly and organics is weekly.</p> <p>Three municipalities that have organics program are very small communities.</p> <p>Southgate: Green compost cart weekly collection; using plastic compostable bags or any plastics is not permitted. The green carts are 240L capacity, and residents may fill them with both kitchen food waste and yard waste. The extra capacity allows residents to use their green carts for garden trimmings and Southgate gets valuable carbon rich yard waste for their composting facility. LYW tonnes are measured by roll off collection container that goes over the scale before transfer to the compost process. Adjusting By-law so that private contractors cannot fill up LYW bins for free. Compost product is free to residents for their gardens.</p> <p>Meaford (pop. 11k) has an organics green bin program. They also have a LYW depot open Fri and Sat. Mulch, Woodchips and Compost are available for pick-up while quantities last.</p> <p>Owen Sound does not have a curbside organics program. To divert organic material from household garbage, kitchen containers (\$6.78) and backyard composters (\$22.60) can be purchased at two locations year round.</p> <p>Owen Sound: does not collect leaf & yard waste at the curb (even if it has a bag tag). It must be brought to the LYW composting facility. Owen Sound has a LYW composting facility, open 7 days per week, 830am-8pm</p>
EPR /Stewardship	<p>Electronics: Southgate- dispose at both Transfer Stations Free of charge. Owen Sound- Habitat for Humanity ReStore is the certified collection point for the Ontario Electronic Stewardship Waste Electrical and Electronic Equipment.</p> <p>MHSW: Southgate- The Orange Drop bin alternates between the Dundalk Transfer Station and the Egremont Transfer Station monthly. The Orange Drop will be at the Dundalk Transfer Station for February, March, April, August, September and October. The Orange Drop will be at the Egremont Transfer Station for January, May, June, July, November and December.</p> <p>Tires: Owen Sound - accepted at Miller Waste TS.</p> <p>MHSW: Household Hazardous Waste-This service is open to residents of: Owen Sound, Chatsworth, Meaford, Georgian Bluffs. West Grey and Grey Highlands.</p>

Topic	Data Collected
	All residents attending the Household Hazardous Waste facility must bring valid ID indicating their home address from the townships listed above. All residents visiting the Household Hazardous Waste facility are required to fill out the MHSW form. Waste is accepted 5 times per year.
P&E	<p>County provides links to info on their site for each of the 9 municipalities.</p> <p>Southgate- has invested in the Recycle Coach App to help residents with information and schedules for the Township's waste and recycling program. Are able to view pickup schedule and set personalized reminders that go straight to a smartphone. SORT SOUTHGATE sorting search website for recycling. Public Liaison Committee (PLC) and how to become a member, on their Boards and Committees page. Reach out at schools events. Mail out of calendars end of year and pamphlets.</p> <p>Owen Sound - comprehensive information for residents on their waste management website; can subscribe for updates; has a feedback email Feedback@owensound.ca. Covid cancelled most public events. Typically attend cottage trade shows.</p> <p>Meaford- In 2017, a new Waste Management web interface and smartphone app, municipal employees in the waste management division educate the public through municipal events, visiting schools, different local committees and groups. Contract Customer Service Clerk position under the Planning and Building Service Delivery Review assists in the delivery of Waste Management customer service.</p>
Partnerships	<p>Partnership initiatives</p> <p>Southgate has received clothing bins from the Diabetes Association for each of our Transfer Station locations. There is also a clothing donation bin located at the Dundalk Arena - 550 Main Street East, Dundalk.</p> <p>Owen Sound- Habitat for Humanity ReStore is the certified collection point for the Ontario Electronic Stewardship Waste Electrical and Electronic Equipment.</p> <p>Meaford - Municipality continues its partnerships with local municipalities and other organizations to be able to offer drop off facilities to take items not accepted in curbside collection. Consideration in a report to council for shared services for Waste Management through the amalgamation of some lower tier municipalities within Grey County, Grey County assuming these services or if there was only a single tier government.</p>
Efficiencies, Cost Savings and Innovative Approaches	<p>Owen Sound -implemented a waste bylaw applicable to the IC&I sector, restricting recyclables going to landfill, not normally seen in other jurisdictions. In 2006 they developed an IC&I model to determine the estimated waste streams for that sector and impacts to their City waste management. Study done in 1990's regarding amalgamation and waste management. At the time, no political will. Since then, they have moved forward with a MRF and contracts with Miller Waste in 2005-2006.</p> <p>Southgate - Started to see rising costs of the MRF. Carried out waste audit of collected material to identify issues. Saw contamination in blue box material collected. Started a pre-sort at their transfer station. Removed large bulky items, such as lawn chairs and gas cans. Increased quality of MRF material. Sent out P&E to residents to inform them that contamination would increase their taxes to pay for the MRF's rising costs. Saw an improvement.</p> <p>Meaford - spent \$1 Million on landfill expansion studies. Much of the diversion relates to adding curbside collection of organic material throughout the rural areas of the municipality and additional measures to increase recycling. Includes three-option garbage and recycling bins, plastic and paper collection bins at public parks and beaches, new coffee cup recycling bins at arenas and other municipal facilities and collection from multi-residential buildings. Moving curbside waste collection to biweekly while increasing recycling and organic material collection to weekly increased the 2011 recycling numbers by 17%.</p>

Topic	Data Collected
Budget	<p>Owen Sound - 2020 waste management operating budget is \$548,000 and their capital budget is \$121, 000. Population served is 21,341. They do not have a landfill.</p> <p>Southgate - operating budget is \$800,000, capital fluctuation \$100,000. In 2016 purchased a compactor \$290,000.</p> <p>Meaford (with a very high diversion rate (>55%) waste management budget (2017) was approx. \$1 M gross, \$ 330,000 revenue, \$43k transfers and \$717,000 net. Population is 11,000. Net WM budget is \$65/capita. Bag Tag Fees- to obtain full cost recovery for garbage services, the bag tags would need to increase to \$4.50. As a result, Council approved an increase to \$3.00 per tag.</p>
Staff	<p>The County does not have waste management staff; each municipality or township has their own staff for all waste operations.</p> <p>Owen Sound - waste management has no FT staff. 2/3 of one shared staff person is for WM. Engineering combined staffing is approximate 1.5 FT.</p> <p>Southgate -Director, Admin assist 1day/week, 3 drivers FT, 4 attendants PT, fleet manager foreman.</p> <p>Meaford: Dir Environmental Services, Chief Operations Environmental Services, Foreperson Environmental, Op Waste/Water (3), Environmental Services Co-ordinator, Summer Student. Parks staff take care of waste bins at all special events. Customer Service Clerk for Development and Environmental Services assists with customer service enquiries.</p>
Strategy/Plans	<p>Owen Sound- Long Term Waste Management Plan (2007 -2031) (200 page report). No new plan in works.</p> <p>Southgate - Have a 2014 version. Awaiting new blue box regulations terms before developing next strategy or plan.</p> <p>Township of Georgian Bluffs commissioned the development of a Long Term Waste Management Plan from Gamsby and Mannerow Limited.</p>
Policy	<p>Owen Sound - The Mandatory Recycling By-Law (2006) has information for industrial, commercial and institutional facilities.</p> <p>Southgate - Waste By-law provides direction for the collection and sorting of recycling, organics, waste, non-pickup diversion materials, transfer station bulky drop off items, Municipal Household Hazardous and Special Waste materials (MHSW), banned materials, littering controls, waste burning, offences and penalties for disposal of diversion materials and refusal for the Township of Southgate.</p> <p>Owen Sound - non compliant curbside collection is left behind on the curb by the collector.</p> <p>Southgate - Bylaw has clauses regarding collection. Will also involve the police for enforcement.</p> <p>Meaford -By-law enforcement services review potential charges for illegal dumping.</p> <p>Owen Sound: 4 bags of garbage (the bi-weekly allowable limit for curbside collection) and a mandatory bag tag policy.</p> <p>Southgate - respond to complaints. Carry out a curbside blitz and check carts contents, especially multi-residential carts.</p> <p>Chatsworth: Residential may set out as many bags as they desire, however only one bag may be untagged. All additional bags must be tagged. Commercial and industrial users will be entitled to three untagged bags bi-weekly. All additional bags must be tagged. Garbage boxes or bins must have a visible marker to indicate "full" or "empty".</p>
Future Regulations /Policy	<p>Owen Sound - align transition with contracts end on June 1, 2023.</p> <p>Southgate - council decided they would like to keep providing their blue box collection services, but negotiate with producers for 2023.</p> <p>Meaford: It is not anticipated will see any significant savings in recycling until the end of</p>

Topic	Data Collected
	<p>current contract or if they can negotiate a change order or early exit from current contract. Note, residents still want to have their concerns/calls/complaints considered by a municipal staff member rather than a third party contractor.</p> <p>Owen Sound - no organics green bin program currently, but new interest and discussions for collaborations started in 2019 with Georgian Bluffs bio-digester called BioGrid.</p> <p>Southgate and Meaford have green bin SSO collection programs.</p> <p>Southgate landfill was getting full. Thought had 15 years remaining. Looked into options including, expansion and gasification options. An organics diversion program was selected. In 2013 Georgian Bluffs and Chatsworth invested into an Anaerobic BioGrid Digester (organics processing). \$1.5 - 2 Million which included a sewage lagoon. Hydro One revenue for electricity e.g. \$70,000 (10 months). Over time, septic waste (not SSO) has become the main source that fuels the digester. Some discussion about suspending the facility until future organics MECP regulations in Ontario are in place. Currently the BioGrid (Bio Green Renewable Industrial Digester) is used on an as needed basis and primarily digests sewage waste.</p> <p>Owen Sound - Miller Waste contractor controls waste collection.</p> <p>Southgate- received clothing bins from the Diabetes Association for each Transfer Station. There is also a clothing donation bin located at the Dundalk Arena. Shingles go to London if clean enough such as shingles from a stripped roof. Carpet accepted at both locations in an old truck body. Must be cut in 4 feet strips. Drywall is accepted. Mattresses; had fee increased.</p> <p>Owen Sound - Reuse is practiced through the residential driveway swap of goods program days in neighbourhoods. Last year there was a lot of discussion around SUPs (single use plastics). Federal Government announced they would offer SUPs grants. Local environmental groups like to see the City push the SUPs agenda.</p>
Practices contributing to Diversion	<p>Owen Sound has a Mandatory Recycling By-Law that also has information for industrial, commercial and institutional facilities (ICI) sector.</p> <p>Goods exchange days (swap/reuse). HHW program has good community uptake, it is very well attended.</p> <p>Southgate: has a zero waste goal by 2050. Is a rural municipality with an automated cart collection system, bi-weekly garbage and recycling pickup, a robust compost program, two transfer stations, a diversion rate over 50% and 74 years left of landfill space and a tax base of less than 3,000 households. They do this by making capital investments that save in operating costs and pushing back on residents to do their part.</p> <p>Southgate savings: 37% increase of landfill lifespan due to program changes over last 7 years. For "missed" collections, they installed cameras on each truck to record the day's events. For less than \$900 per truck, the cameras have greatly reduced the times the driver has gone back to an address, and the number of collection inquiries, to about once per week.</p> <p>For new builds, or when people move in to discover the carts have disappeared, a new cart bundle now costs residents \$250 (one grey, green and blue cart, and one kitchen container), offsetting some of the costs of maintaining an automated system and encouraging residents to take ownership of their participation. Amended waste site ECA to accept neighbour's waste as an increased revenue stream. Use a Sea can as a mobile public drop off.</p>
Data Sources / References	<p>www.grey.ca</p> <p>www.grey.ca/garbage-recycling</p> <p>www.publichealthgreybruce.on.ca/Portals/1/Documents/WhoWeAre/CensusRelease11.pdf</p> <p>www.southgate.ca/en/municipal-services/waste</p> <p>Southgate: 2018 Annual Waste Report</p> <p>https://thecif.ca/southgate-does-more-with-less/</p> <p>www.georgianbluffs.ca/en/live-play/garbage-recycling-and-waste</p> <p>www.georgianbluffs.ca/en/live-play/hazardous-waste</p>

Topic	Data Collected
	RPRA 2018 Datacall rpra.ca/programs/about-the-datacall Owen Sound Long Term Waste Management Plan 2007, by Lura Consulting www.meaford.ca/en/living-here/garbage-and-recycling Meaford, Waste Management Services, Report No. SDR-45, Oct.2, 2017 to Council https://www.georgianbluffs.ca/en/live-play/garbage-recycling-and-waste.aspx
Contacts/staff	Jim Ellis, Public Works Manager, Township of Southgate, 185667 Grey County Road 9 Dundalk, Phone 519-923-2110 ext. 250 or 224 Toll-Free 1-888-560-6607, jellis@southgate.ca Dennis Kefalas, Director of Public Works and Engineering, Owen Sound 519-376-4440 ext. 1201, dkefalas@owensound.ca . Supervisor of Environmental Services The Corporation of the City of Owen Sound 808 2nd Ave East Owen Sound, Ontario N4K 2H4 519-376-4274 ext. 3223 Meaford Rob Armstrong- Director of Development and Environmental Services,

City of Guelph Jurisdictional Review Findings

Topic	Data Collected
Demographics	<p>Population: 131,000</p> <p>Hhlds: 30,403 SF, 26,409 MF (high MF #, typically consider townhouses MF)</p> <p>Population density: 1,511.1 persons/km²</p>
Governance Structure	<p>Single-tier</p> <p>City is responsible for all Waste Management Programs</p>
Performance	<p>57.7%</p> <p>Garbage Disposed: 183</p> <p>Diverted (all): 250</p> <p>Generated: 433</p>
Facilities	<p>The City does not own/operate a landfill, outgoing material from the transfer station is sent to the Waste Management Twin Creek Landfill in Lambton County. The City entered into an agreement with Waste Management in September 2013 to transport waste from the transfer station and dispose of residual waste at their Twin Creeks landfill. The contract term is for 10 years with options to extend.</p> <p>The City's former Eastview Landfill closed in October 2003 with a total of approximately 3.5 million cubic metres (4,329,000 tonnes) of in-place waste.</p> <p>Waste Resource Innovation Centre:</p> <p>Public waste drop-off (PDO) area (fees based on type of material);</p> <p>Recycling and yard waste drop-off area (free of charge);</p> <p>MHSW depot;</p> <p>Waste diversion education centre (advance booking is required)</p> <p>In 2015, a PDO facility was added to the WRIC and it is accessed through Gate 1 at the WRIC. The City allows mixed waste, appliances, C&D waste, wood waste, LYW (commercial) to be dropped off at the PDO.</p> <p>The City owns and operates a single-stream MRF located at the WRIC</p> <p>The OWPF is located at the City's WRIC and operates 352 days a year. The City owns the OWPF and it is operated by a private contractor</p>
Collection	<p>Bi-weekly garbage and recycling collection</p> <p>Weekly organics collection</p> <p>Automated collection using carts</p> <p>Arranged collections for bulky items</p> <p>Residents can top off Green Cart with LYW (grass is not accepted, City promotes grasscycling)</p> <p>Two collections for bagged yard waste curbside collection – spring and fall (2020 saw curbside LYW collection offered until July 1. City is exploring moving to seasonal curbside program)</p> <p>Free drop off of YW at the PDO.</p>
Contracted Services	<p>The City owns the OWPF and it is operated by a private contractor</p> <p>Curbside collected by the City</p> <p>The City owns and operates the MRF</p>
Programs	<p>The ReCycle Bike Reuse Program encourages Guelph residents to drop off unwanted, usable bikes at the WRIC. The program aims to divert bikes of all different shapes, sizes, colours and conditions from landfilling.</p> <p>The City promotes two Goods Exchanges Weekends a year – one in the spring and one in the fall (noted Spring 2020 cancelled)</p> <p>The City has a seasonal Paint + Reuse Program which allows residents to pick up used paint and other products free of charge at the MHSW Depot</p>

Topic	Data Collected
	<p>Single stream program</p> <p>Residents may choose from three sizes of carts (i.e., medium, large, extra-large), with service designated at the extra-large size level</p> <p>Additional blue carts are available at a cost to the customer</p> <p>Materials such as paper, glass, metals, and plastics are accepted in the blue cart program</p> <p>Does NOT accept polystyrene & film plastic</p>
	<p>Green Cart Collection</p> <p>LYW collection (spring and fall)</p>
EPR /Stewardship	<p>The City does not collect tires, residents can dropped off tires at locations registered with RPRA</p> <p>Electronics and MHSW can be dropped off for free at the Waste Resource and Innovation Centre</p> <p>Batteries used to be collected by a curbside program but removed now due to EPR program</p>
P&E	<p>Solid Waste Resources provides regular communications to residents that promote the 3Rs (Reduce, Reuse and Recycle) and educate on how to properly manage the different waste streams. Some of the examples of how public outreach is conducted includes:</p> <p>The annual online curbside waste collection calendar (hard copies available as well) which includes the collection schedule, waste program information and waste tips. Online users can enter in Users ;</p> <p>Brochures which provide information about existing diversion programs;</p> <p>Display boards used at special events and exhibits;</p> <p>“Oops stickers” and door knockers used by waste collection staff and by-law officers at the curb to indicate and help residents correct improper sorting and waste set out; and</p> <p>The City’s garbage and recycling web pages provide various resources including the Waste Wizard (discussed further below), information on waste reduction programs (e.g., bike reuse program, food waste reduction), a video on how to properly set out and sort waste for collection, responses to frequently asked questions, information on the WRIC facilities and reports and resources for residents (e.g., the SWMMP, waste management bylaw).</p>
Partnerships	<p>With Guelph aiming to become Canada’s first Circular Food Economy, the City and Wellington County have started partnerships and collaborations with local food growers and businesses that cover all aspects of the food system from farm, processing and distribution, to retail, restaurant, technology, education, hospitality and infrastructure.</p> <p>An option recommended in the 2014 Solid Waste Management Master Plan was to explore innovative waste diversion partnerships with the private sector or other municipalities as opportunities arise. However, this option did not proceed as no opportunities were presented</p>
Efficiencies, Cost Savings and Innovative Approaches	<p>The City currently holds a variety of programs in order to encourage waste diversion. These programs for specific waste streams include curbside collection of organics and recyclables, ReCycle Bike Reuse Program, the goods exchange weekends and the Paint + Reuse Program which provide residents with opportunities to divert additional materials from landfill disposal. The City also operates the PDO at the WRIC, which includes the Recycling Zone where residents can drop off items such as blue cart recyclables, electronic waste, shredded paper, MHSW, YW and gently used textiles for reuse or recycling at no additional cost.</p>
Budget	<p>2020 Budget: \$ 2,213,000</p> <p>Budget 2020 - 2029: \$56,389,700</p>
Staff	<p>The City operates the MRF, TS, PDO and MHSW and City employees provide curbside collection</p> <p>OWPF operation is contracted out, there is one City employee responsible for the operations contract</p>

Topic	Data Collected
Strategy/Plans	Currently drafting Solid Waste Management Master Plan Council approved a Solid Waste Resources Business Service Review in 2018
Policy	By-law No. 2019 - 20392, A By-law to provide for the management of waste within the City of Guelph The City currently enforces waste management under By-law number (2019)-20392. The City is authorized to administer and enforce this By-law, which provides guidelines for areas such as collections, container requirements and placement during collection days, limits and littering. The City has used "oops stickers" for improperly sorted containers. Items might be left at the curb for enforcement under Waste Collection Bylaw which is either a fine or clean-up fee Waste limits are prescribed under by-law number (2019)-20392. Based on the cart system (i.e. one 240L garbage cart every other week, one 360L recycling cart every other week, one 80L organics cart weekly, etc.)
Future Regulations /Policy	In-house collection Own and operate their MRF New Solid Waste Management Master Plan (SWMMP) in development, by Dillon Consulting is looking at options for transition. Green Cart Collection - program recently expanded to include multi-residential households. Own and contract operations for SSO processing (Organics Waste Processing Facility) Large items such as appliances (doors and lids removed for safety reasons), metal goods (e.g. lawnmower, wheelbarrow, BBQ), furniture, and mattresses can be collected at the curb through the Large Item Collection Program Textiles accepted at PDO In May of 2019, Guelph and Wellington County were awarded the Smart Cities Challenge prize, which includes a \$10 million grant from Infrastructure Canada to implement their Smart Cities vision: Our Food Future. With this funding, Guelph-Wellington aim to become an inclusive food-secure ecosystem and Canada's first circular food economy enforcement clear bag The focus of their vision is their 50x50x50 by 2025 initiative, which has the goals of: Increasing access to affordable and nutritious food by 50%; Creating 50 new circular business and collaborations; and Increasing circular economic revenues by 50% by recognizing the value of "waste". This Smart Cities vision includes collaborations with industry, academia, community organizers, and entrepreneurs. City has created a new staff role Circular Economy Specialist within solid waste to further CE initiatives.
Practices contributing to Diversion	City offers curbside collection of blue box and green bin to single and multi-family residents. The City has several diversion programs including: Promotion of Grasscycling Bike Reuse Goods exchange weekend Paint Reuse Program The City also operates the PDO at the WRIC, which includes the Recycling Zone where residents can drop off items such as blue cart recyclables, electronic waste, shredded paper, MHSW, YW and gently used textiles for reuse or recycling at no additional cost. The automated collection trucks are equipped with a camera to view the material emptied into the appropriate carts. This camera can identify improperly sorted items, and Solid Waste Resources staff will follow up with home owners or tenants to address any contamination or sorting concerns

Topic	Data Collected
Data Sources / References	https://guelph.ca/2018/05/city-shares-solid-waste-resources-business-service-review-final-report/ https://guelph.ca/wp-content/uploads/2018-WRIC-Annual-Report.pdf https://www.haveyoursay.guelph.ca/smart-cities?tool=story_telling_tool
Contacts/staff	Phil Jensen Phil.Jensen@guelph.ca 519-822-1260 x 2636

District of Muskoka Jurisdictional Review Findings

Topic	Data Collected
Demographics	<p>Permanent residents: 60,600 (2016 Stats Can)</p> <p>Seasonal residents: 82,000 additional</p> <p>Density:</p> <p>Includes Township of Georgian Bay (rural cottage area) seasonal population 16,000, permanent population 2,124.</p>
Governance Structure	<p>Two-tiered municipality, tax rate is set by the upper-tier (the District) and the lower-tier municipality (6 Area Municipalities). The District's portion of property taxes provides funding for waste management. The district is responsible for recycling and waste management.</p>
Performance	<p>RPRA Diversion Rate 2018: 45.5%</p> <p>RPRA Grouping: Rural Regional (#4)</p> <p>Garbage disposed: 206</p> <p>Diverted (all): 172</p> <p>Generated: 379</p>
Facilities	<p>District has one landfill. \$13-million Rosewarne landfill extension will extend its capacity beyond 2041. EA submitted Sept. 2007, MECP approved Jan. 2009.</p> <p>TS: Plans for a new transfer station in Huntsville in 2020.</p> <p>TS Baxter serving seasonal (Town of Georgian Bay) open daily Mon-Sun and late until 8pm on Sundays.</p> <p>TS Tower Road - open in summer 4 days/week and late on Sundays 8pm</p> <p>MRF is located in Bracebridge. All recycling is transported there.</p> <p>Drop Off - 24-Hour locations accept household bagged garbage and sorted recycling only - no other types of wastes. Sites monitored by video surveillance. Some depots are open summer season only.</p> <p>Unstaffed bins (93) throughout the district are being moved to monitored depots, over four phases from 2020 to 2023, as per Ministry directive.</p>
Collection	<p>Curbside collection services include weekly (summer) and bi-weekly (winter) garbage collection, weekly recycling year-round, and weekly organics collection year-round to eligible households.</p> <p>Special collection services for leaf and yard waste, scheduled 4 times annually to eligible households in the organics collection area.</p> <p>The District not offer bulky/large item pick-up. Bulky items can be delivered to a conveniently located waste facility for proper disposal.</p> <p>Solid coloured garbage bags for waste - clear bags or blue boxes for recycling</p> <p>Garbage: weekly curbside collection, with limits, Mon to Fri.</p> <p>Seasonal - Town of Georgian Bay - Residents on seasonally maintained roads do not receive curbside collection during the winter collection season and deliver their own material to the nearest Landfill or Transfer Station. The last week of collection on Seasonal Roads is the week of October 22, 2018. Residents in cottage areas are strongly encouraged to use a garbage can or curbside garbage box ("bear-proof bin") to mitigate animal issues. Garbage boxes should have some means of identification to indicate municipal 911 address and a flag to indicate if waste is present for collection.</p> <p>Large item collection (barge and shore) events - cancelled during Covid.</p> <p>Township of Lake of Bays has no curbside collection.</p> <p>Private Companies wishing to apply for the purpose of depositing at the District's landfill or transfer sites must complete the Landfill/Lagoon Site Usage Credit Application - Commercial Only application.</p>

Topic	Data Collected
Contracted Services	Waste Connections of Canada - residential waste collection services Blue Box materials goes to Waste Connections of Canada's MRF recycling facility in Bracebridge.
Programs	Reuse buildings at landfill and TS community drop-off bins for donations for reuse Recycling (two stream): separate containers and fibres curbside for residents Accepts all blue box items including film, foam and cartons Urban areas receive collection of Green Bin Organics. This includes food waste, soiled paper products and other compostable material. Muskoka's Backyard Compost Rebate Program - Eligible Muskoka residents could receive up to \$40.00 towards the purchase of a Backyard Composter (to December 2019) Composting website with info including bear proofing. Compost Giveaway Events Fees associated with brush, limbs, branches, and trees at waste facilities. Must be weighed at scales. Kitchen waste accepted at 8 TS no charge.
EPR /Stewardship	HHW Drop-Off at Bracebridge depot (3 days/week) and at TS events, seasonal (July to Oct) Resident in Muskoka, can visit any Household Hazardous Waste event that is most convenient. Electronics: drop off at 6 selected District of Muskoka Transfer Stations during regular operating hours, no charge. Tires: drop off TS (no fees) or to a local retailer. List online.
P&E	Online engagement website, EngageMuskoka.ca Subscription service to Waste Management Guides to be notified when the webpage is updated Collection day and schedule "When is My Collection Day" webpage Muskoka Recycles app. Waste Wizard Tool -searchable tool helps find the best way or place to dispose of any item. Online Collection Calendar. PLC quarterly meetings minutes posted online - Rosewarne Landfill Public Liaison Committee (PLC) is an advisory Committee of Council. It was established to serve as a focal point for dissemination, consultation, review and exchange of information regarding the operation of the Rosewarne Landfill Site (Bracebridge), including environmental monitoring, maintenance, complaint resolution and new approvals or amendments to existing approvals related to the operation of the landfill site. Terms of Reference have been approved by the Engineering and Public Works Committee to ensure open communication and assist in maintaining high standards for the operation of the Landfill and the protection of the natural environment.
Partnerships	Partnership with Brendar Environmental - Household Hazardous Waste program partnership with Waste Connections of Canada – collections.
Efficiencies, Cost Savings and Innovative Approaches	Recently moved all bins away from lakes, rivers, and streams. At the direction of the Ministry of the Environment, Conservation and Parks (MECP) all of Muskoka's 80+ unlicensed bin sites will be removed by 2023. Bin sites are being removed since bin sites are not licensed and not compliant with the Environmental Protection Act. Pilot: The District is advancing a pilot project to service water-access and island residents in place of some bin sites being removed this summer. They have scheduled lakeside collection events this summer. District staff will be on-site to understand if this will be a viable alternative to service Muskoka's unique communities as they plan for long-term solutions. Events will be accessible via boat.

Topic	Data Collected
Budget	2020 Capital Budget and Forecast, 11.6% of total budget is waste management operations. Solid Waste Management Services are allocated under the rate supported budget rather than the tax based budget.
Staff	Commissioner of Public Works, Director Engineering & Environmental Services, Manager Solid Waste
Strategy/Plans	Garbage bag limits, unstaffed bin sites, compost services, recycling bin programs, a proposed compost and biosolids processing facility, and mandatory bylaw enforcement were all under review within the new strategy talks.
Policy	<p>By-law 2019-51 - Governs Disposal Fees in 2020.</p> <p>Considering Mandatory diversion bylaws made participation in diversion programs compulsory by requiring separation of trash into specific waste streams. Would require a partnership with the area municipal bylaw officers to ensure enforcement.</p> <p>Violators will be prosecuted for improper use of video surveillance depot bins for garbage and recycling collection.</p> <p>Bylaw officers identify owners of illegal dumping, such as construction waste, and order for the immediate clean-up of the waste.</p> <p>Residential Weekly Garbage curbside Bag Limits</p> <ul style="list-style-type: none"> - 2 bags of garbage/week per household in organics collection areas - 3 bags of garbage/week per household in rural areas <p>Any bags over allowable limit at the curb must be affixed with a garbage bag tag, these can be purchased over the telephone for \$5.00 each.</p> <p>Recycling: unlimited sorted.</p> <p>A medical exemption for Muskoka's waste collection limit is valid for one year.</p> <p>Landfill/TS: Three (3) standard size garbage bags or less per week, no charge.</p> <p>Considering reducing garbage bag limits from two per week in urban areas with curbside and green bin services, or three per week in all other areas to one per week in the former and two per week in the latter.</p>
Future Regulations /Policy	<p>Promotes tips for 3Rs and also "Refuse". Posted public information update regarding EPR future as a result of the WFOA.</p> <p>Expansion of the district's green bin, or food scrap compost, program.</p> <p>Proposed compost and biosolids processing facility.</p> <p>Aim is to increase residential food scrap diversion from three to 20 per cent within five years by increasing participation along current green bin routes, extending green bin services to all year-round roads and, potentially, some seasonal roads, adding green bin collection to transfer stations and more. At the insistence of some district council members, the district could also consider a green bin program for businesses, industries and institutions, which now dispose of the materials through private services.</p> <p>Mattress or Box Spring: \$27.00 each accepted at 10 TS. No curbside collection.</p> <p>To promote diversion, commercial, industrial and construction waste was raised significantly in 2017 to promote recycling in Muskoka. Sorted, wood, brush shingles \$99/tonne. Unsorted \$197/tonne.</p>
Practices contributing to Diversion	Multiple transfer stations and depots with multiple days and hours of operations, especially July to October.
Data Sources / References	<p>https://www.engagemuskoka.ca/lakeside-collection-pilot</p> <p>https://www.muskokaregion.com/news-story/9603684-what-could-a-new-muskoka-waste-management-strategy-mean-for-you-/</p>

Topic	Data Collected
	https://www.ontario.ca/page/muskoka-long-term-waste-management-plan https://www.muskoka.on.ca/en/live-and-play/Waste-Management-Guides.aspx https://www.engagemuskoka.ca/bin-site-transition-plan Solid Waste Diversion Plan, June 2005 (Dillon, TSH) DIVERSION PLAN IMPLEMENTATION STRATEGY, Dec 2005 (Dillon, TSH) https://muskoka411.com/start/property-owner-to-clean-up-construction-waste-dumped-near-muskoka-beach-park/ RPRA 2018 Datacall rpra.ca/programs/about-the-datacall .
Contacts/staff	Fred Jahn, commissioner of engineering and public works Stephanie Mack, Director of waste management and environmental services, Bracebridge, stephanie.mack@muskoka.on.ca , 705-645-6764 wastestrategy@muskoka.on.ca Quinn Michell from – Public Awareness Representative

Peterborough County Jurisdictional Review Findings

Topic	Data Collected
Demographics	Population (permanent): 58,000 Seasonal: approximately 25,000 Density: 36 Hhlds: 24,000 curbside, 10,000 depot service only.
Governance Structure	Two tier upper tier (County) and lower tiers (8 Townships). Townships are responsible for collection and transportation of residential garbage to the landfill. 2 First Nations neighbour the Townships but are not in waste operations partnerships. One has a recycling contract with the County.
Performance	Diversion: Rural Regional RPRA grouping (#4) Targets set since 1989. Updated plan internally in 2013. Currently 60% by 2023. New target coming in new plan going out for RFP. Garbage disposed: 201 Diverted (all): 203 Generated: 404
Facilities	1 active landfill: owned and operated by jurisdictional Townships; residents can drop off. County and City jointly own the PCCWMF (landfill) since 2002. TS: all Townships operate their own transfer station(s). all depot materials go from TS to County landfill. City owns a MRF. County is a partner with the City. Townships have transfer stations/depots. BB material is brought to MRF.
Collection	Townships are responsible for their residential garbage collection. Varying collection systems and unique garbage collection contracts throughout the County by each Township. Creates communications challenges Partial user pay system for garbage bags and bag limits in place. Most have clear bag policy. A few remain to convert to clear bags.
Contracted Services	Townships have their own independent contracts for garbage collection and transfer. County contracts Emterra for Blue Box collection (in boxes only; no bags) and processing, Nov 2019. Waste Connections Canada is the County contractor for leaf and yard collections and the Bridgenorth organics collection.
Programs	Textiles: When residents call regarding clothing recycling, County staff promotes and educates them on donation of used clothing and household items to charitable organizations. Some donation bins at Environment Days events. Weekly collection County responsibility. Recycling (two stream): separate containers and fibres curbside for residents Accepts all blue box items including cartons, plastic film, black plastics, coffee cups. Not accepted: polystyrene foam. County responsibility. SSO curbside pilot in one village (Bridgenorth) is ongoing. Depot drop off of SSO at 4 transfer stations. Absolutely no plastic, including biodegradable or compostable bags accepted in organics programs. Curbside Leaf and Yard collection is available in 14 communities around the County. Drop off LYW programs are available for locations with curbside pick-up. Collect leaves, plants, brush and tree clippings in paper bags or reusable containers

Topic	Data Collected
EPR /Stewardship	<p>County responsibility.</p> <p>MHSW: County responsibility. Household hazardous waste accepted at three permanent depots open June to October with limited hours.</p> <p>Batteries drop off at community locations or HHW events. Events are expensive to operate.</p> <p>Tires are Townships responsibility. Electronics accepted at depots/TS.</p> <p>Bulky plastics program - pails, toys, laundry baskets,</p>
P&E	<p>Staff - one dedicated P&E staff person - in corporate communications department; also responsible for social media communications.</p> <p>Searchable Waste Portal</p> <p>Personalized calendar.</p> <p>Sign up for reminders and more.</p> <p>Stickers (educational) on Blue Boxes if collector identifies improper sorting.</p> <p>Several CIF funded marketing campaigns (Mixed Plastics, Fibres Are In!) in partnership with Kawartha Lakes and Northumberland neighbours.</p>
Partnerships	<p>1993 Waste Management Plan was a joint plan with the City of Peterborough.</p> <p>County and City jointly own the PCCWMF (landfill) since 2002.</p> <p>City operates a MRF facility for Blue Box, electronics and MHSW.</p> <p>First Nations have some partnership as stakeholder consultation in master plan development.</p>
Efficiencies, Cost Savings and Innovative Approaches	<p>Ongoing monitoring of participation rates and waste characterization audits (full spectrum- all waste streams) for each Township.</p> <p>Clear bags - In cooperation with townships - 7-8 years ago, developed a "report card" council report. Individual townships waste performance were evaluated to see contributions to County's diversion and disposal. After this report card report, saw a lot of uptake and buy in. Saw 38% to 62% diversion increase due to clear bags implementation. Two townships did not implement clear bags.</p> <p>Landfill bans (City Bylaw) of multiple materials (BB, clean wood, LYW, drywall, building materials, MHSW and more).</p> <p>Technological upgrades to current facility - this will ensure that the County is producing high quality recycling, which will ensure continued access to strong markets for our recyclables during challenging times.</p> <p>New contract comes at increased cost. The total cost to each household will amount to an additional 13 cents/week/household. The current contracts have been in place for a decade, with only small increases for C.P.I. It is likely that the pricing no longer reflected the modern market.</p> <p>CIF Blue Box Project Funding in 2010: \$74,807- This project involves the installation of solar powered compactors at two of the County of Peterborough's transfer stations to improve hauling efficiencies for fibres collected at the two sites. The compactors are solar powered and will be equipped with remote monitoring capability to allow staff to determine when the bins actually require replacement. This feature optimizes hauling frequency and reduces operating costs by avoiding the cost of hauling partially filled bins typical of pre-scheduled automatic pick-ups. Installation of compactors at the two sites is expected to reduce hauling costs by over \$10,000/year with a project payback of approximately 4 years.</p>
Budget	<p>County and other municipalities paid the City \$190,500 in 2019 for waste management services.</p> <p>Expenditures Landfill 2019 (City/County) \$1.92 Mil</p> <p>Expenditures WM 2019 - \$3.82 Mil</p> <p>Revenue WM 2019 \$2.15 Mil</p> <p>Revenue Landfill 2019 \$112,000</p>

Topic	Data Collected
	Budget breakdown in avail budget file. City manages the shared landfill and has higher budget and costs.
Staff	Manager of Waste Management, Waste Management Administrative Coordinator. Waste Management Operations Coordinator- hazardous and depot collection depots sites owned by townships. Administrative Assistant- shared role- 20% to engineering.
Strategy/Plans	Waste Management Master Plan provides direction in managing all waste until 2030. The current plan, completed in 2013, will be updated soon. Had a 60% diversion target by 2022. Previous plan in 1993 was a joint plan with City of Peterborough. Internally, completed an organizational review in 2020. Posted in July 2020 on County web site.
Policy	County wide waste management bylaw. All Townships have bylaws regarding their specific bag limits, user pay and or clear bags policies. 2 bags or less bag limits. Bag tags/user pay/clear bags is enforced by Townships Townships responsible for their own individual bag limits.
Future Regulations /Policy	Impact to the County: The County's new curbside collection contract is valid until October 2026, meaning that the contract may need to be terminated early (Oct. 2019 report to council). During Spring 2020, Council chose Nov, 1. 2023 to transition to BB EPR. SSO curbside for a pilot study. SSO can be dropped off for composting. Promote backyard composting. Collect LYW; seasonal program. City is building their own GORE composting facility (\$2.5 M) with partial funding from Federal Gov't. (LEAF), however the County is not a partner re the new compost facility to be located at the landfill. Mattresses for a \$12 fee. Promote textile donation to charities. Some C&D waste materials must be segregated (wood, shingles, drywall). County supports recycled plastic content in plastic bags (May 2019 Council approval) www.recyclemorebags.com .
Practices contributing to Diversion	Set a diversion targets starting back in 1989 (40%) then in 2000 (50%) then in 2013 (60%). Multiple projects with the CIF to enhance their Blue Box program over many years and also in partnership with neighbouring City.
Data Sources / References	https://www.ptbocounty.ca/en/living/recycling-and-garbage.aspx Budget, Schedule "A" to By-law No. 2019-25 Council report -INF 2019-25 Regulatory Update - Transition of Blue Box Program to Extended Producer Responsibility, T. Stephens, Sept 2019 RPRA 2018 Datacall rpra.ca/programs/about-the-datacall . https://thecif.ca/cif-funding-process-overview/funded-projects https://www.ptbocounty.ca/Modules/News/index.aspx?feedId=35fd0008-f4f4-4e83-bed9-13630bba55e3&newsId=4276a84d-2d0d-4d1d-84f3-413979bee7cf#
Contacts/staff	Catrina Switzer, Waste Management Administrative Coordinator, 705-775-2737 CSwitzer@ptbocounty.ca

Wellington County Jurisdictional Review Findings

Topic	Data Collected
Demographics	Total Population 51,500 Households: 34,350 serviced curbside 105 multi-residential buildings Density: 84
Governance Structure	In 2001, at the request of the local municipalities, the County of Wellington accepted responsibility for all waste management services from its seven member municipalities. Over the intervening years, many changes have been made to the waste services and programmes provided to County residents. County's role: Engineering Services Dept., Solid Waste Services (SWS). SWS Committee meets monthly. Serves seven municipalities. (largest with pop. 10,000) SWS Mission Statement: developed by the Transition Team in 2000. Staff provide programmes to collect, divert or dispose of municipal solid waste and recyclables for County residents and businesses. Monitors curbside collection contract for waste and blue box recyclables; Organizes off-site event days for additional diversion opportunities; Offers customer service for drop-off at all waste facilities; Provides waste facility collection and diversion opportunities; Ensures safe and environmentally sound management of landfill operations and closed landfill sites; Considers long-term monitoring and assessment of site environmental performance; Monitors budgets and financial issues; Conducts research and policy development; Develops waste management and diversion strategies; Creates tenders and contracts; Collects and reports data; Directs promotion and education.
Performance	Diversion rate RPRA 2018: 39% Rural Regional RPRA grouping (#4) County 2018 report: Wellington County residents and businesses diverted 33.9% of their waste materials through the services and programmes offered by SWS. Garbage disposed: 177 Diverted (all): 111 Generated: 288
Facilities	One landfill site exists in Wellington County to accept all the waste gathered at six waste facilities. Closed landfill: Gerrie Road in Elora. Equipment: Purchasing Department issued and awarded a contract for SWS for a new Bomag Compactor. Six waste facilities in all seven municipalities. The sites accept paper products and food containers for recycling, tires, hazardous waste, wood and brush, textiles/clothing, scrap metal, electronics, and garbage.
Collection	Garbage- bi-weekly collection, i.e. every other week User pay garbage bags: \$15 Package of Small Garbage Bags (10 bags per package) - dimensions 24"x 28" \$20 Package of Large Garbage Bags (10 bags per package) - dimensions 30"x 38".
Contracted Services	Contents collected from green bins are taken to All Treat Farms in Arthur, where it is processed into compost.
Programs	Created reuse website: www.wellington.reuses.com Weekly collection. Trucks contain divided hoppers/bins where the papers and plastics are sorted. All residents have dual stream curbside collection, and all residents can use County waste facilities.

Topic	Data Collected
	<p>Curbside: accepts all standard materials including cardboard (OCC), drink boxes and cartons, metal foil, and pie plates Not accepted: plastic film, Styrofoam. At depots, OCC has its own bins. Blue box program started in 1987.</p> <hr/> <p>SSO: Weekly collection. New program just started July 7, 2020. Programme tools and informative resources inside green bin program roll out. The Green Bin organics collection programme has begun. All houses that receive curbside waste collection by the County of Wellington now receive weekly curbside collection of the green bin. Collection days are Tuesday to Friday each week. Green Bin webpage for details. No plastic bags, grass clippings, LYW, pet and human waste Liners: Compostable liner bags certified with the Biodegradable Products Institute (BPI) logo. No plastics. Any green bins containing plastic bags will NOT be collected. LYW: new annual curbside collection of leaf and yard waste in urban areas will begin in the Fall of 2020, and will occur every Spring and Fall.</p>
EPR /Stewardship	<p>Tires: accepts tires at no charge at all waste facilities; both on road and off road. Electronics: accepted at waste facilities at no charge and collected by Greentec. MHSW/Batteries: The County has a Mobile HHW Depot with its schedule posted online; one month at each location. Special HHW depots are located at five County waste facilities and are open year-round during operating hours. In 2018, 899 orange HHW boxes were given out to residents visiting the Mobile HHW Depot. Awarded (SWANA) Silver Excellence Award in the Special Waste category for the mobile depot.</p>
P&E	<p>Received a Silver Award in household category for 2017 Fall/Winter Newsletter, from the Municipal Waste Association (MWA). Recycle Coach Waste App - collection reminders and what goes where? The "recyclopedia" lists many household items and provides information on how to divert or dispose of them. CIF project: Pilot Promotion and Education project. Development of a web portal for the promotion of the recycling program. Web site includes a waste exchange element as well as program information. Usage of the website will be monitored to determine the effectiveness of the tool. Can subscribe to website updates. Feedback to: wasteinfo@wellington.ca, Solid Waste Services. Stickers: Collection crews place stickers on uncollected green bins to explain the main reasons for materials being left behind. https://lovefoodhatewaste.ca/ Helpful hints calendars, pens and magnets to help keep recycling ideas a part of every day. Gold Box: recycling drivers notice residents recycling items properly and consistently, they could be nominated and rewarded through the Gold Box program. Community outreach –e.g. Senior's lunch and learn, by SWS staff. Manager of Solid Waste Services interviewed on TheGrand101's Swap Talk, where he answered questions about services and programmes. Website designed by esolutionsgroup.ca.</p>

Topic	Data Collected
Partnerships	Partners with neighbour-the City of Guelph - Solid Waste Services Smart Cities Initiative e.g. Our Food Future http://foodfuture.ca/ Partnership with the Canadian Diabetes Association Clothesline Programme. SWS partners with Switch Energy Corp. who collects agricultural film directly from the farmer. There are three types of agricultural plastic which can be recycled in the programme.
Efficiencies, Cost Savings and Innovative Approaches	CIF project: implemented multi-residential best practices including: complete site visits, update database, increase recycling cart capacity, develop and deliver new P&E materials. CIF project: developing two toolkits to support decision making with respect to complimentary blue box depot services. Determine why and when rural residents use County waste facilities, as well as to identify barriers to them participating in rural curbside collection of garbage and recyclables.
Budget	2019 County operating budget for solid waste management was 5% of \$221.3 million which was \$11.1 million. County property tax requirement for solid waste was 6% of \$99.7 million which was \$6.0 million.
Staff	County has a solid waste services manager.
Strategy/Plans	In 2015, County Council directed SWS staff to undertake a review of waste services to help focus the planning of the future of waste management and diversion in the County. The goal of this project is to provide the County with a long term strategy for all its waste operations and services, and how they are provided. The County has a Solid Waste Services (SWS) Green Strategy. All SWS programmes, projects and services are continuously assessed against the core green principles. They are assessed to determine how each may be impacting the environmental health of the County or the specific workplace, and to identify any opportunities for improvement. This information is used to guide future SWS efforts. An annual report is developed for Committee and Council and is posted in the Communications section of the SWS section of the County website. SWS staff are working with County Council to develop a long-term strategy which was scheduled to be completed in 2019.
Policy	By-law 5542-17 A by-law to authorize the Corporation of the County of Wellington to establish, maintain and operate a system to provide for the curbside collection of household and commercial waste and recyclable material. By-law 4547-03 A by-law to authorize the Corporation of the County of Wellington to establish, maintain and operate facilities to provide for the transfer and disposal of waste and recyclable materials. All bags require a paid bag tag. If tag is not on a bag, the bag is not accepted for collection and left behind at curb. Full user pay system, tags for garbage bags
Future Regulations /Policy	The County had to consider how to tender a new collection contract in light of the pending Blue Box transition in 2025-2025. They recommended that the blue box recycling program remains dual stream to not expand materials accepted in the blue box. The province envisions the standardizing of the blue box recycling system in the new EPR regulations. Started weekly SSO green bin program July 2020 to every household, rural and urban. Solid Waste Services Smart Cities Initiative foodfuture.ca Promotes food waste reduction on their site (full page)

Topic	Data Collected
	<p>Mattresses: drop off only.</p> <p>Textiles: Canadian Diabetes Association</p> <p>Wood: clean, must be segregated from C&D</p> <p>Promote C&D reuse at www.wellington.reuses.com</p> <hr/> <p>Created reuse website: http://www.wellington.reuses.com/?content=feedback</p> <p>Food waste reduction tips on website. www.wellington.ca/en/resident-services/sws-foodwastereduction,</p> <p>Links to https://lovefoodhatewaste.ca/</p> <p>Waste app provides info for items that can be donated or reused</p> <p>Buy Local: Taste Real is a County initiative that supports local small businesses, farms and producers of food</p> <hr/>
Practices contributing to Diversion	<p>Curbside service for all households.</p> <p>Multiple operations and projects in partnership with neighbouring City of Guelph.</p> <p>Local development and promotion of local business and food supply and reduction of food waste program.</p> <p>New implementation of SSO curbside cart program County wide to every household.</p> <p>Promotion of reduce and reuse.</p> <hr/>
Data Sources / References	<p>www.wellington.reuses.com</p> <p>www.wellington.ca/en/government/solidwasteservices</p> <p>https://www.wellington.ca/en/resident-services/sws-foodwastereduction.aspx</p> <p>RPR 2018 Datacall rpra.ca/programs/about-the-datacall.</p> <p>www.wellington.ca/en/resident-services/solidwasteservicesgreenstrategy</p> <p>County's SWS 2018 Annual Report</p> <p>www.wellington.ca/en/government/budgetarchives.aspx</p> <p>www.tvonews.com/video/creating-a-circular-food-economy</p> <hr/>
Contacts/staff	<p>Solid Waste Services, 74 Woolwich Street, Guelph, (519) 837-2601</p> <p>Cathy Wiebe 1-866-899-0248 cathyw@wellington.ca</p> <hr/>

References

Arran-Elderslie

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 2017 to 2019 Waste Disposal Operating budget
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 Annual Progress Report (2019) Arran Landfill Certificate of Approval No. A271802
 Staff report SRW.19.21 Garbage Curb Side Pickup
 Staff report SRW.20.14 Blue Box Transition

Brockton

20-06 AMO Motion to Full Producer Responsibility
 2019 Tonnage Data
 2020 Operating Budget
 Annual Monitoring Report (2019) Brant Landfill
 Annual Monitoring Report (2019) Greenock Landfill
 Annual Monitoring Report (2019) Hanover Walkerton Landfill
 BASWR Agreement
 By-Law 2019-33 By-Law to Adopt Policy – Clear Garbage Bag
 By-Law 2019-163 Amend 2020 Fees and
 Hanover Walkerton Landfill Bylaws and Agreement
 Long Term Waste Management Plan
 Walkerton Hanover Waste Disposal Site Waste Management Evaluation Study (2005)

Huron-Kinloss

2017 to 2019 DataCall
 2017 to 2019 Huron Landfill Tonnage Summary
 2017 to 2019 Lucknow MHSW Event
 Annual Monitoring Report (2018) Huron Landfill
 Annual Monitoring Report (2018) Kinloss Landfill
 Annual Monitoring Report (2017) Huron Landfill
 Annual Monitoring Report (2017) Kinloss Landfill
 BASWR Agreement
 BASWR Collection Contract (2017)
 BASWR Diversion Reports (2017 to 2019)
 By-Law 2011-09 Waste Management – Amendment

By-Law 2020-23 Confirmatory Rates and Fees
 Huron Landfill Inspection (2018)
 Landfill Closure Post-Closure Cost Estimates (2020)
 Proof of Source Form
 PW 2018-10-51 Huron Landfill Fees
 PW 2020-05-30 Waste Management
 Solid Non Hazardous Waste Disposal Inspection (2019)
 Stormwater Management Plan Huron Landfill (2019)
 Waste Management Costs (2017 to 2020)

Kincardine

2016 20-Year Growth Projections
 2017 to 2018 RPRA Datacall
 2017 to 2019 BASWR Information Report
 2017 to 2019 Municipal Property Assessment Report
 2017 to 2019 Tonnes Diverted from Landfill
 2017 to 2019 Waste Management Operating Costs
 2017 Preliminary Budget Forecast
 2018 to 2019 Waste Diversion Summary
 2020 Blue Box Transition Resolution Kincardine
 2020 Blue Box Transition Update
 2020 Rates and Fees
 Annual Monitoring Report (2017) Kincardine Waste Management Centre
 Annual Monitoring Report (2018) Kincardine Waste Management Centre
 Annual Monitoring Report (2019) Kincardine Waste Management Centre
 Annual Monitoring Report (2017) Ward 1
 Annual Monitoring Report (2018) Ward 1
 Annual Monitoring Report (2019) Ward 1
 Annual Monitoring Report (2017) Ward 3
 Annual Monitoring Report (2018) Ward 3
 Annual Monitoring Report (2019) Ward 3
 By-Law 2004-177 BASWR
 By-Law 2019 143 BASWR
 PW 12 13 Minimum Charge at Kincardine Waste Management Centre
 PW 16 24 Cardboard Depot
 PW 16 25 Solid Waste and Cardboard Collection Contracts
 PWD 2018-01 Compost Pilot Project
 PWD 2019-87 Solid Waste and Cardboard Collection Contracts
 PWD 2020-04 Film Plastic Pilot Project

Northern Bruce Peninsula

2012 Waste Management Plan
 2017 Waste Management of Canada Corporation Curbside and Containerized Agreements
 2017 WDO Datacall
 2017 to 2019 Eastnor Consolidated Material Report
 2017 to 2019 Lindsay Consolidated Material Report
 2017 to 2019 St. Edmunds Consolidated Material Report
 2018 to 2019 RPRA Datacall
 2017 to 2019 Operating Costs
 2018 to 2046 Ontario Population Projections
 2020 Waste Management of Canada Corporation Curbside and Containerized Amended Agreements
 Annual Monitoring Report (2017) Eastnor Waste Disposal Site
 Annual Monitoring Report (2018) Eastnor Waste Disposal Site
 Annual Monitoring Report (2019) Eastnor Waste Disposal Site
 Annual Monitoring Report (2017) Lindsay Waste Disposal Site
 Annual Monitoring Report (2018) Lindsay Waste Disposal Site
 Annual Monitoring Report (2019) Lindsay Waste Disposal Site
 Annual Monitoring Report (2017) St. Edmunds Waste Disposal Site
 Annual Monitoring Report (2018) St. Edmunds Waste Disposal Site
 Annual Monitoring Report (2019) St. Edmunds Waste Disposal Site
 By-Law 2013-74 Waste Management By-Law
 PW 20-26 Blue Box Transition to Full Producer Responsibility

Saugeen Shores

2018 to 2019 Annual Landfill Tonnages
 2019 Landfill Diversion
 Annual Monitoring Report (2017) Southampton Landfill
 Annual Monitoring Report (2018) Southampton Landfill
 Annual Monitoring Report (2019) Southampton Landfill
 BASWR Agreement

South Bruce

2017 to 2019 Operating Costs
 Annual Monitoring Report (2017 to 2018) Teeswater-Culross Landfill
 Annual Monitoring Report (2018) Carrick Mildmay
 AT 2017 2-1 Activity Report
 BASWR Diversion Reports (2016 to 2019)
 By-Law 2016-16 Schedule A – Garbage Agreement
 By-Law 2019-52 Schedule A Consolidated Fee By-Law
 Fin 2018-04-1 Activity Report

MHSW South Bruce 2016-2019

PW-2016-02-02

PW-2016-03-02

PW-2016-06-15

PW-2018-06-12

PW-2018-07-10

PW-2019-02-12

PW-2019-05-13

PW-2019-07-09

PW-2019-08-13

PW-2020-05-12

PW-2020-06-09

Bruce County

2015 to 2019 MHSW Event Days Data

2017 to 2018 Status Report on Waste Management

2017 to 2019 Waste Management Technical Sub-Committee Terms of Reference

2018 to 2020 Waste Management Budget

By-Law No. 3261

By-Law No. 3544

By-Law No. 3545

By-Law No. 3546

Other

Bruce Area Solid Waste Recycling Financial Statements for year ending December 31, 2019



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

February 22, 2021

SRREC 21.05

SUBJECT: Chesley Lawn Bowling Club Lease Renewal

RECOMMENDATION:

Be It Resolved,

- 1) That Council receive Report SRREC 21.05 Chesley Lawn Bowling Club Lease Renewal and;
- 2) That Council support the ten (10) year lease renewal between the Municipality and the Chesley Lawn Bowling Club.

Submitted by:

Original Signed by

Carly Steinhoff
Manager of Facilities, Parks & Recreation

Original Signed by

Bill Jones
CAO

BACKGROUND:

The current agreement between the Chesley Lawn Bowling Club and the Municipality expired on December 31, 2020. Staff have met with members of the Chesley Lawn Bowling Club to extend the agreement for the Chesley Lawn Bowling site. The parties agreed to a ten (10) year extension, with an agreement review after five (5) years.

COMMENTS:

Most conditions under each agreement will remain the same, however minor changes have been made.

The Club is required to maintain liability insurance in the amount of \$ 5,000,000.00 and provide copies of the proof of insurance to the Municipality annually.

As in the previous agreement, there is no cost of the Chesley Lawn Bowling Club to the Municipality. The Club is responsible for all regular maintenance and any capital expenditures associated with the building or grounds. Should the Club wish to complete a capital project, a plan to be approved by the Municipality must be presented.

The Club is currently working on facility upgrades to meet Accessibility for Ontarians with Disabilities Act (AODA) compliance, which is anticipated to be complete by early summer of 2021.

The agreement for the Chesley Lawn Bowling Club is attached as Appendix A.

FINANCIAL/STAFFING/OTHER IMPLICATIONS:

None at this time.

CONCLUSION:

That Council supports the recommendation within this report.

Appendices:

Appendix A – Chesley Lawn Bowling Club Lease Agreement

LEASE AGREEMENT DATED THIS ____ DAY OF _____, 2021

BETWEEN: THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE
hereinafter referred to as the “Municipality” of the First Part,

AND THE CHESLEY LAWN BOWLING CLUB
hereinafter referred to as the “Club” of the Second Part,

WHEREAS The Corporation of the Municipality of Arran-Elderslie is the owner of the lands located at 85 2nd Street Southeast, in Chesley Community Park, in the former Town of Chesley, on the lands described as: Plan 149 Park Part Lot A, in the former Town of Chesley, now in The Corporation of the Municipality of Arran-Elderslie, all in the County of Bruce;

AND WHEREAS the Chesley Lawn Bowling Club is willing to operate the Chesley Lawn Bowling Greens facility as a municipal capital facility for use of the public;

AND WHEREAS it is the intent and agreement of, and between, the Parties hereto, that the Chesley Lawn Bowling Greens facility shall be constructed and operated by the Club as a municipal capital facility for the benefit of the citizens of the Municipality and the surrounding community, and that the said Chesley Lawn Bowling Greens facility shall be available for the use of the public;

NOW THEREFORE, the Parties hereto agree as follows:

1. DEFINITIONS

APPROVED BY THE MUNICIPALITY shall mean confirmed by resolution duly passed by the Council of The Corporation of the Municipality of Arran-Elderslie

CAPITAL EXPENDITURE is defined as any significant expenditure incurred to acquire or improve land, buildings, engineering structures, machinery and equipment used in providing municipal services. This expenditure normally confers benefits lasting beyond one year and results in acquisition of, or extends the life of a fixed asset. The method of financing a transaction does not determine whether the expenditure is a capital expenditure.

CHESLEY LAWN BOWLING GREENS FACILITY shall mean those facilities provided on the lands located at 85 2nd Street Southeast, in Chesley Community Park, in the former Town of Chesley, on the lands described as: Plan 149 Park Part Lot A, in the former Village of Chesley, being an area of approximately one hundred ten (110) feet by two hundred twenty five (225) feet in part of Chesley Community Park, in the former Town of Chesley, now in the Municipality of Arran-Elderslie, in the County of Bruce.

DESIGNATED OFFICER shall mean the elected President or designate for the Club who shall be duly appointed by the Club to be the sole contact with the Municipality for the purpose of making any, and all, arrangements that may be necessary, from time to time, with the Municipality. The Club shall notify the Municipality immediately upon this appointment being made, or of any change in this appointment, in writing.

MAINTENANCE expenditure is designed to maintain an asset in its original state and includes regular cleaning.

OPERATE shall mean the daily operation and maintenance of the Chesley Lawn Bowling Greens facility.

2. OWNERSHIP

2.1 The Municipality is the absolute owner of the Chesley Lawn Bowling Greens facility and the lands upon which it is situate.

3. CLUB'S CONSTRUCTION & MAINTENANCE OF THE CHESLEY LAWN BOWLING GREENS FACILITY

- 3.1 The Club has constructed and maintained the Chesley Lawn Bowling Greens facility, located at 85 2nd Street Southeast, in Chesley Community Park, in the former Town of Chesley, on the lands described as: Plan 149 Park Part Lot A, in the former Village of Chesley, now in The Corporation of the Municipality of Arran-Elderslie.
- 3.2 The Club shall be responsible for the continued maintenance of the Chesley Lawn Bowling Greens, at its own cost.
- 3.3 The Club shall name a Designated Officer.

4. ACCESS

- 4.1 Access to the Chesley Lawn Bowling Greens facility shall be open to all citizens, or groups of citizens, in the Municipality and surrounding area, and there will be no restrictions on use other than compliance with rules, regulations and by-laws of the Municipality and of the Club, provided that said rules do not exclude any person by reason of prohibited grounds of discrimination pursuant to the Ontario Human Rights Code.

5. ENCUMBRANCES

- 5.1 The Club shall not in any way encumber the Chesley Lawn Bowling Greens facility. In the event that the Club shall cease to exist or cease to be a non-profit organization or during the term hereof shall make any assignment for the benefit of creditors or upon becoming bankrupt or insolvent, shall take the benefit of any Act for bankruptcy or insolvent debtors or if the term shall be at any time served or taken in execution or in attachment by any creditor of the Club, this agreement shall be at an end and void.

6. INSURANCE

- 6.1 The Club shall insure itself for all perils in its construction and operation of the Chesley Lawn Bowling Greens facility. The Club shall obtain its own liability insurance coverage in a minimum amount of \$ 5,000,000.00, showing the Club and the Municipality as insured parties under the policy. The Club shall provide the Municipality proof of such insurance within two weeks hereof, and annually, for the forthcoming years, at least two weeks prior to the expiry of renewal date of the policy in force from time to time. The Club will at all times indemnify the Municipality, and its staff, against all claims and demands which may be brought against or made upon it and against all loss, liabilities, judgments, costs, damages, expenses which the Municipality may suffer resulting from or incidental to the Club's use, or arising out of the Club's involvement with the Chesley Lawn Bowling Greens facility, or from any act or omission to act on the part of the Club or its servants or employees.
- 6.2 The Club shall be responsible for maintaining property insurance to cover any of its own property, from time to time stored or situate at the Chesley Lawn Bowling Greens facility.
- 6.3 The Municipality shall be responsible to maintain property insurance and liability insurance on the Chesley Lawn Bowling Greens facility and its contents, if any, to cover its own operations.

7. UTILITIES AND TAXES

- 7.1 The costs of all utilities, including hydro, water, sewer, garbage pickup services shall be paid for by the Club.
- 7.2 Notwithstanding that, under Ontario Regulation 603/06 Municipal and School Capital Facilities – Agreements and Tax Exemptions, 2001, SO 2001, c. 25, as amended, made under the Municipal Act, the Municipality has declared, by resolution, that the Chesley Lawn Bowling Greens facility is a municipal capital facility for the purposes of

the Municipality and is for a public use and has granted a tax exemption for it, the Club shall be responsible for all municipal taxes, if any, levied against the Chesley Lawn Bowling Greens facility due to any future legislative changes which may occur.

8. MAINTENANCE

- 8.1 The Chesley Lawn Bowling Greens facility shall be maintained in a safe condition by the Club, at its expense, for use by members of the general public.
- 8.2 The Club shall present plans for any proposed construction, renovations and/or maintenance to be approved by the Municipality prior to any work taking place.

9. CAPITAL EXPENDITURES

- 9.1 The Club shall make recommendations to the Municipality for any capital expenditures it deems necessary to the Chesley Lawn Bowling Greens facility.
- 9.2 The Club shall not undertake any capital expenditures unless it has been approved by the Municipality.

10. NOTICE

- 10.1 The Designated Officer shall notify the Municipality of any, and all, matters, which affect the Municipality's ownership of the Chesley Lawn Bowling Greens facility.
- 10.2 Notice of any breach of the provisions of this agreement shall be deemed to be given by the Club if delivered personally, or by registered or certified mail to:

The Municipality of Arran-Elderslie
PO Box 70, 1925 Bruce County Road 10
Chesley, ON N0G 1L0

- 10.3 The Manager of Facilities, Parks and Recreation shall notify the Club of any, and all, matters, which affect the Club's operations.
- 10.4 Notice of any breach of the provisions of this agreement shall be deemed to be given by the Municipality if delivered personally or by registered or certified mail to:

Chesley Lawn Bowling Club
PO Box 559
Chesley, ON N0G 1L0
- 10.5 The Club shall notify the Municipality of the appropriate address for notice on or before July 1st of each year if any change of address has occurred.

11. CLUB LOGO

- 11.1 The Club may display its logo at the Chesley Lawn Bowling Greens facility.

12. MUNICIPAL ASSISTANCE WITH GRANTS

- 12.1 The Club may call upon the Municipality for assistance in sourcing, applying for and securing grants to contribute to the operation of the Chesley Lawn Bowling Greens facility.

13. MUNICIPALITY OPERATION & MAINTENANCE OF CHESLEY LAWN BOWLING GREENS FACILITY

- 13.1 The Municipality reserves the right to enter the Chesley Lawn Bowling Greens facility, without notice in the event of an emergency, and install, construct, maintain, open, inspect and to alter, repair, remove, replace, relocate, reconstruct and operate any municipal service(s) on or in the Chesley Lawn Bowling Greens facility, free of charge.

14. ANNUAL INSPECTION MEETING

- 14.1 Annual inspection tours of the Chesley Lawn Bowling Greens facility are to be carried out by the Manager of Facilities, Parks and Recreation and the Club's Designated Officer in the fall and spring, or as otherwise required, to assess the condition of the Chesley Lawn Bowling Greens facility and to review the operations between the Club and the Municipality.

15. INDEMNIFICATION

15.1 BY CLUB

- 15.1.1 By this agreement, the Club indemnifies the Municipality and saves it harmless from all liability, all manner of actions, causes of action, suits, claims, demands and costs, whatsoever, arising from any actions of the Club, its personnel, employees, representatives or agents, done in pursuance of the agreement.

15.2 BY MUNICIPALITY

- 15.2.1 By this agreement, the Municipality indemnifies the Club and saves it harmless from all liability, all manner of actions, causes of action, suits, claims, demands and costs, whatsoever, arising from any actions of the Municipality, its personnel, employees, representatives or agents, done in pursuance of the agreement.

16. TERM AND REVIEW OF LEASE AGREEMENT AND DISPUTE RESOLUTION

16.1 LENGTH OF TERM

- 16.1.1 This agreement shall come into full force and effect on the 1st day of January, 2021 and shall continue in force until the 31st day of December, 2030.

16.2 REVIEW OF LEASE AGREEMENT

- 16.2.1 The Parties shall meet to discuss the terms of this lease agreement, at a minimum, every five (5) years with either Party giving notice to the other to arrange the meeting. Either Party may request a meeting earlier than five (5) years.

16.3 THIRD PARTY DISPUTE RESOLUTION

- 16.3.1 In the event of a dispute between the Club and another party or parties (other than the Municipality) concerning the Chesley Lawn Bowling Greens facility, the Club agrees to submit such dispute to arbitration by a panel of three persons appointed by the Municipality, and if the other party to the dispute agrees to such arbitration as well, the dispute shall be resolved by such arbitrators action under the provisions of the Arbitrations Act, 1991 S.O. 1999, c. 17, as amended..

16.4 DISPUTE RESOLUTION BETWEEN PARTIES BY ARBITRATION

- 16.4.1 In the event of a dispute between the Parties, such dispute, if not resolved by negotiations between the Parties, may be referred to arbitration by either Party.
- 16.4.2 Such arbitration shall be conducted by a single arbitrator mutually acceptable to both Parties, or if the Parties cannot agree on an arbitrator, by a panel of three arbitrators, one selected by each Party, and the third selected by the other two arbitrators.
- 16.4.3 Such arbitration shall be conducted in accordance with the Arbitrations Act, Ontario, save that the Parties agree that the Municipality shall be presumed to be correct in its position taken at arbitration unless the Club, having at all times the onus to establish its case to the contrary, can establish its position to the contrary on clear and convincing grounds.

17.MUNICIPALITY’S RIGHTS RE DEFAULTS

17.1 It is provided always and mutually agreed that any excusing, condoning or overlooking by the Municipality of any default, breach or non-observance by the Club, at any time, of any covenant, proviso, condition or regulation in this agreement shall not operate as a waiver of the Municipality’s rights hereunder in respect of any subsequent default, breach or non-observance of terms of this agreement s and shall not defect or affect in any way the Municipality’s rights in respect of any such subsequent default or breach.

18.CONTACTS

Municipality of Arran-Elderslie
PO Box 70
Chesley, ON N0G 1L0

Representative: Carly Steinhoff
Manager of Facilities,
Parks & Recreation

Chesley Lawn Bowling Club
PO Box 559
Chesley, ON N0G 1L0

Representative: Katie Schuknecht
President

Eric Weatherall
Designated Officer

IN WITNESS WHEREOF the parties hereto have hereunto affixed their signatures and Corporate Seals attested to by the hands of their proper officers, duly authorized in that behalf.

THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

MAYOR: Steve Hammell

CAO: Bill Jones

We have the authority to bind the Corporation

CHESLEY LAWN BOWLING CLUB

PRESIDENT: Katie Schuknecht

WITNESS:

SECRETARY: Diane Carr

WITNESS:



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

February 22, 2021

SRREC 21.06

SUBJECT: Municipal Modernization Fund – Intake 2

RECOMMENDATION:

Be It Resolved,

- 1) That Council receive Report SRREC 21.06 Municipal Modernization Fund – Intake 2 and;
- 2) That Council approve staff to apply to the Municipal Modernization Fund for technology upgrades including GIS system enhancements and electronic time sheets.

Submitted by:

Original Signed by

Carly Steinhoff
Manager of Facilities, Parks & Recreation

Original Signed by

Bill Jones
CAO

BACKGROUND:

The Municipal Modernization Fund was developed through the Province of Ontario to help municipalities become more efficient and modernize service delivery.

Through Intake 2 of this program, two (2) streams are available. The first stream is termed, "Review Stream" which includes a third-party reviewing service delivery or administrative expenditures to find savings. The second stream is the "Implementation Stream", which includes digital modernization, service integration, streamlined development approvals and shared services or alternative service delivery models.

Staff intend to apply for this program under “Implementation Stream”, which will require cost sharing between the Province and the Municipality of 65% and 35% respectively.

COMMENTS:

Staff have discussed potential projects that would be in line with the Modernization Funding goals. Technological upgrades fit the funding requirements well as it improves efficiency of workflow and staff time. The Municipality is suggesting including two (2) smaller requests within the same application. The first efficiency opportunity identified is GIS system upgrades. The application will request funds for the Municipality to purchase additional equipment to track and map municipal assets. The additional equipment will be readily available for more staff in each town to realize more efficient time management and also move the asset mapping along more quickly.

The second opportunity identified is for purchase of software to implement electronic time sheets. This will allow employees to log their time through an online system that will be approved by management then directly imported to the payroll system.

FINANCIAL/STAFFING/OTHER IMPLICATIONS:

The Municipal Modernization Fund Implementation Stream requires the Municipality to cover 35% of all eligible expenses for the project. It is estimated that this project will cost between \$ 21,000.00 - \$ 26,000.00. The Municipality's portion of this will be between \$ 7,350.00 - \$ 9,100.00 and will be funded through various departmental budgets.

CONCLUSION:

That Council supports the application to the Municipal Modernization Fund – Intake 2 for technology upgrades including GIS system enhancements and electronic time sheets.

Appendices:

None.



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

February 22, 2021

SRECDEV.21.01

SUBJECT: Tara Pool Building Mural Project

Recommendation:

Be It Resolved, THAT Council hereby:

- 1) Accept report SRECDEV.20.19 Tara Pool Building Mural Project;
- 2) THAT Council approve the Tara Pool Building Mural Project

Submitted by:

Reviewed by:

Laura Fullerton
Community Devel. Coordinator.

Carly Steinhoff
Manager of Facilities, Parks and Recreation CAO

Bill Jones

BACKGROUND:

In December 2020 the Manager of Facilities, Parks and Recreation presented Council with a proposal for a mural on the Tara Rotary Pool building and pool floor. Council asked for more information regarding need, cost, design and procurement options for painting the pool building.

COMMENTS:

Need

Recreation staff paint the pool building white every 3-5 years and 2021 is the year it requires a paint job. A mural on the pool building would add interest and intrigue to the main street as well as the pool and would cater to the young families in Tara who utilize the pool. This project is directly tied to Goal 5 in the Economic Development Strategic Plan, 'Vibrant Downtowns'. The Tara Rotary Club, Tara District Improvement Association and Arran-Elderslie Youth Council support the project as it is a positive project for downtown Tara.

Design

A 'Call for Artists' would be released for artists to submit proposals and design options. Proposals would be evaluated by a committee including staff,

members of the Tara Rotary Club, members of the TDIA and a Council representative. Evaluation criteria would include value for budget, how well the design fits with the Tara community, artist timeline and compliance with requirements. A final design would be brought to Council for approval before painting begins. The mural would be expected to last 3-5 years with a protective coating with touch-ups able to be done by staff if needed.

Cost

Staff have explored murals of similar size to determine that \$5,000 is an appropriate budget for a mural on the front and side of the pool building. Funds budgeted in 2021 for painting the pool building as well as a portion of Tara's allotted Downtown Revitalization funds would be utilized to pay for the pool mural. A budget of \$5,000 including materials and artist time would be set and included in the 'Call for Artists'. \$2,000 that is budgeted in 2021 for painting the building as well as \$3,000 from the 2021 Tara Downtown Revitalization budgeted funds would be allotted to this project. Staff may also apply to grants to offset costs.

Procurement Options

Staff would issue a 'Call for Artists' for the project. This proposal would include dimensions of the building and requested mural size, information about the pool location, any requirements (design must allow easy touch-ups from staff, mural must be able to stand up to elements and requires some type of protective coating) and budget. Artists who submit proposals must include their design proposal for the specified budget and timeline information.

FINANCIAL/STAFFING/OTHER IMPLICATIONS:

\$2,000 from the Facilities, Parks and Recreation budget in 2021 allotted to painting the building will be utilized for this project.

\$3,000 from the 2021 Economic Development Tara Downtown Revitalization account will be utilized for this project.

CONCLUSION:

That Council accepts the recommendations in the report.

THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

BY-LAW NO. 14- 2021

BEING A BY-LAW TO ESTABLISH FEES AND SERVICE CHARGES FOR 2021

Whereas the Municipal Act S.O. 2001, c 25, Section 5(3), as amended provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, shall be exercised by By-Law;

And Whereas the Municipal Act, 2001, Chapter 25, Section 391(1) authorizes a municipality to impose fees or charges on any class of persons,

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) for the use of its property including property under its control.

And Whereas Municipal Councils have the authority to establish rates and fees under various Acts, and the Council of the Corporation of the Municipality of Arran-Elderslie deems it expedient to pass a by-law establishing certain fees and charges;

And Whereas the Municipal Act, 2001, Chapter 25, Section 398 (2) authorizes the treasurer of a local municipality to add fees and charges imposed by the municipality or local board, to the tax roll for the real property for which the owner or owners are responsible for paying the fees and charges;

And Whereas section 69 of the Planning Act, 1990 provides that a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

And Whereas Council for the Corporation of the Municipality of Arran-Elderslie deems it expedient to enact a fees by-law for services provided by the Municipality of Arran-Elderslie with respect to matters regulated by the Building Code Act, S.O. 1992, c.23. as amended;

And Whereas Section 7(c) of the Building Code Act, S.O. 1992, c. 23, as amended, requires the payment of fees on applications for and on the issuance of permits, requiring the payment of fees for maintenance inspections, and prescribing the amounts of the fees;

And Whereas notice has been given, as described in O. Reg 321/12 that the Corporation of the Municipality of Arran-Elderslie intends to amend the prescribed fees;

And Whereas Council of the Corporation of the Municipality of Arran-Elderslie deems it expedient to establish a Fees and Charges By-law.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE HEREBY ENACTS AS FOLLOWS:

1. That the fee structure and general fees for various departments and organizations of the Municipality of Arran-Elderslie shall be attached hereto and shall form part of this By-law:

Schedule A	Administration Fees
Schedule B	Licensing Fee
Schedule C	Works Service Charges
Schedule D	Merchandise
Schedule E	Paid Parking Fees
Schedule F	Planning Fees
Schedule G	Cemetery Fees
Schedule H	Solid Waste/Bag Tag/Landfill Fees
Schedule I	Recreation Fees
Schedule J	Trailer Park Fees
Schedule K	Fire Department Fees
Schedule L	Water and Sewer Fees
Schedule M	Treasure Chest Museum Fees
Schedule N	Building Permit Fees

- 2. That this By-law repeals By-laws 79-2019 and 04-2020.
- 3. That By-law 11-2021 is hereby amended by By-law 14-2021 by replacing Schedule A with the schedule attached hereto.
- 4. THAT this By-law shall come into full force and effect on February 22, 2021.

READ a FIRST and SECOND time this 22nd day of February, 2021.

READ a THIRD time and finally passed this 22nd day of February, 2021.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

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Administration Fees

Interest will be charged at 2% per month after 30 days from the date the fee was incurred. Unpaid accounts will be sent to collections after 90 days.

The Municipality reserves the right to respond to any certificate request after being given a 48 hour notice period. Any response required to a certificate request within 48 hours of notice being given shall be subject to a fee of exactly double the applicable fee.

In the event of a billing error on behalf of the Municipality, the Municipality reserves the right to limit the recourse to a maximum of three years from when the error occurred.

DESCRIPTION	FEE	HST	TOTAL
Certification of Any Document such as Commissioning or Swearing a previously prepared affidavit - does not include Photocopying	\$8.85	\$1.15	\$10.00
Freedom of Information Request	\$5.00	Exempt	\$5.00
Photocopies (each) - Minimum Charge \$1.00	\$0.49	\$0.06	\$0.55
Faxes (sending or receiving) - First Page	\$2.21	\$0.29	\$2.50
- Each Additional Page	\$1.11	\$0.14	\$1.25
Tax Certificate	\$50.00	Exempt	\$50.00
- Within 48 Hours	\$75.00	Exempt	\$75.00
Tax Confirmation (Account History) - Information on site - Per Year Researched	\$5.00	Exempt	\$5.00
Information archived - Per Year Researched	\$5.00	Exempt	\$5.00
Minimum charge \$20.00			
File Retrieval Fee for Records Over 6 Years Old	\$100.00	Exempt	\$100.00
NSF Cheque Fee	\$40.00	Exempt	\$40.00
Information Search Fee - Per Hour	\$30.00	Exempt	\$30.00
Information Search Fee for Records 6 years and Older	\$100.00	Exempt	\$100.00
Parking Ticket Administration Fee	\$35.00	Included	\$35.00
Tile Loan Inspection Fee	\$85.00	Exempt	\$85.00
Zoning Compliance Confirmation			
- Residential	\$87.00	Exempt	\$87.00
- Commercial/Industrial/Institutional	\$150.00	Exempt	\$150.00
- Farm (With Nutrient Management)	\$220.00	Exempt	\$220.00
If Required in Less Than 48 Hours, Additional	\$170.00	Exempt	\$170.00

Administration Fees

DESCRIPTION	FEE	HST	TOTAL
Informal Group Home Licence Fee	\$750.00	Exempt	\$750.00

2021
FEES AND CHARGES

Licensing Fees

DESCRIPTION	FEE	HST	TOTAL
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Dog and Kennel Licensing Fees

Neutered or Spayed Dog from January 1st to March 31st	\$15.00	Exempt	\$15.00
Neutered or Spayed Dog from April 1st to December 31st	\$25.00	Exempt	\$25.00
New to Municipality Neutered or Spayed Dog - April 1 to October 31	\$15.00	Exempt	\$15.00
New to Municipality Neutered or Spayed Dog - November 1 to December 31. This pays fee for following year.	\$15.00	Exempt	\$15.00
Kennel License For More Than 3 Dogs Commercial Breeding Kennel - New Commercial Breeding Kennel - Renewal Commercial Boarding Kennel - New Commercial Boarding Kennel - Renewal Hobby/Hunting Kennel - New Hobby/Hunting Kennel - Renewal	 \$350.00 \$175.00 \$350.00 \$175.00 \$350.00 \$175.00	 Exempt Exempt Exempt Exempt Exempt Exempt	 \$350.00 \$175.00 \$350.00 \$175.00 \$350.00 \$175.00
Guide, Service, Working or Police Dogs shall be licenced, but no fee is required for such dog.			
Replacement Tags	\$5.00	Exempt	\$5.00

Failure to register will result in \$50.00 administration fee added to tax bill;
Failure to vaccinate fine of \$105.00 for each unvaccinated pet

Lottery Licenses

Lottery Licenses - 3% of Prize Value, Minimum	\$10.00	Exempt	\$10.00
Break Open Tickets - 3% of Prize Value, Minimum	\$12.00	Exempt	\$12.00
Hawkers and Peddlers (Per Calendar Year or Part)	\$113.55	Exempt	\$113.55

2021
FEES AND CHARGES

Works Service Charges

DESCRIPTION	FEE	HST	TOTAL
Refundable Road Cut Deposit (certified cheque)	\$1,127.00	Exempt	\$1,127.00
Entranceway Permit Inspection re: Location, 911 Number Assigned	\$64.25	Exempt	\$64.25
Entranceway without Permit	\$95.00	Exempt	\$95.00

Entrance Permit & Culverts

Regular 16" to 20" x 30' Culvert & Aggregate Included, to be Installed by Staff [Permit Included in Fee, HST Exempt]; - any excess charges will be refunded	\$1,771.55	\$230.30	\$2,001.85
Standard Culvert 16" to 20" diameter. Plastic includes coupler	\$91.80 per metre	\$11.93	\$103.73 per metre
Oversized Culvert - \$91.80 per metre plus extra culvert diameter or length			
Salt per Cubic Tonne Increase actual cost for salt and trucking	\$75.00	\$9.75	\$84.75
Sand, Per Cubic Tonne	\$16.32	\$2.12	\$18.44
Grading, Per Hour Including Operator and Machine	\$112.20	\$14.59	\$126.79
Street Sweeper, Per Hour Including Operator and Machine	\$112.20	\$14.59	\$126.79

Merchandise

DESCRIPTION	FEE	HST	TOTAL
Blue Boxes	\$8.85	\$1.15	\$10.00
Pins - Unless for Promotional Purposes	\$1.99	\$0.26	\$2.25
Bruce County 911 Books	\$8.14	\$1.06	\$9.20
History Books	\$4.42	\$0.58	\$5.00

2021
FEES AND CHARGES

Paid Parking Fees

DESCRIPTION	FEE	HST	TOTAL
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Chesley - Municipal Lot
Paisley - Arena & Post Office Lots

Overnight Parking	\$7.09	\$0.91	\$8.00
Weekly	\$22.13	\$2.87	\$25.00
Monthly	\$44.24	\$5.75	\$50.00
Winter - November 1st to March 31st By Parking By-law	\$132.74	\$17.26	\$150.00
Annual	\$318.58	\$41.42	\$360.00
Towing Charges - Cost + 15% Administration + Applicable Taxes			

DESCRIPTION	FEE	HST	TOTAL
CHESLEY RIVERSIDE PARK			

Chesley - Municipal Lot

Overnight Parking	Free	\$0.00	\$0.00
Weekly	Free	\$0.00	\$0.00
Monthly	\$10.20	\$1.35	\$11.55
Winter - November 1st to March 31st By Parking By-law	\$25.50	\$3.30	\$28.80
Towing Charges - Cost + 15% Administration + Applicable Taxes			

Planning Fees

DESCRIPTION	FEE	HST	TOTAL
Encroachment Agreement - Application per Agreement Applicant also responsible for Registration, Title Search and any Legal Costs	\$500.00	Exempt	\$500.00
Release of Subdivision Agreement -full or partial	\$500.00	Exempt	\$500.00
Temporary Use Agreement	\$500.00	Exempt	\$100.00
Site Plan Control - Applicant responsible for registration, title search and any legal costs	\$500.00	Exempt	\$100.00
Development Agreement - Application responsible for registration, title search and any legal costs	\$500.00	Exempt	\$100.00
Parkland Dedication - Residential Severance Application	\$500.00	Exempt	\$100.00

2021
FEES AND CHARGES

Cemetery Fees

DESCRIPTION	FEE	HST	TOTAL
<u>Single Grave</u>			
Land	\$450.00	\$58.50	\$508.50
Care and Maintenance (40% of total)	\$300.00	\$39.00	\$339.00
Total Per Grave	\$750.00	\$97.50	\$847.50
<u>Columbarium - Lower Two Rows</u>			
Niche (Includes 1st Opening & Closing	\$1,000.00	\$130.00	\$1,130.00
Care and Maintenance (15% of total)	\$177.00	\$23.01	\$200.01
Total	\$1,177.00	\$153.01	\$1,330.01
<u>Columbarium - Upper Four Rows</u>			
Niche (Includes 1st Opening & Closing	\$1,200.00	\$156.00	\$1,356.00
Care and Maintenance (15% of total)	\$212.00	\$27.56	\$239.56
Total	\$1,412.00	\$183.56	\$1,595.56
<u>Columbarium - Engraving</u>			
Niche Door Engraving (Second date of death not included)	\$330.00	\$42.90	\$372.90
<u>Interments</u>			
Mon to Fri 7 am to 4 pm			
- Adult	\$550.00	\$71.50	\$621.50
- Child	\$250.00	\$32.50	\$282.50
- Cremation	\$250.00	\$32.50	\$282.50
- Double Cremation Vault	\$375.00	\$48.75	\$423.75
- Columbarium (2nd Niche Opening Only)	\$150.00	\$19.50	\$169.50
- Full Burial With Cremation Burial	\$600.00	\$78.00	\$678.00
Disinterment Columbarium (Replace Door)	\$125.00	\$16.25	\$141.25
<u>Additional After Hour Charges</u>			
Full Burial Mon to Fri after 4 pm - Additional	\$275.00	\$35.75	\$310.75
Full Burial Sat by 12 noon - Additional	\$350.00	\$45.50	\$395.50
Cremation Mon to Fri after 4 pm - Additional	\$125.00	\$16.25	\$141.25
Cremation Sat by 12 noon - Additional	\$187.50	\$24.38	\$211.88
Columbarium Mon to Fri after 4 pm - Additional	\$75.00	\$9.75	\$84.75
Columbarium Sat by 12 noon - Additional	\$112.50	\$14.63	\$127.13
Columbarium Winter Burial - Additional	\$75.00	\$9.75	\$84.75
<u>Cremation Garden (Hillcrest Only)</u>			
Land	\$120.00	\$15.60	\$135.60
Care and Maintenance	\$150.00	\$19.50	\$169.50
Opening	\$250.00	\$32.50	\$282.50
Engraving and Monument	\$300.00	\$39.00	\$339.00
Total Per	\$820.00	\$106.60	\$926.60

2021
FEES AND CHARGES

Cemetery Fees

DESCRIPTION	FEE	HST	TOTAL
Disinterment of Regular Burial	\$1,000.00	\$130.00	\$1,130.00
Disinterment of Cremated Remains	\$500.00	\$65.00	\$565.00
Foundation Cost - Materials, Labour + 15% Admin Fee			
Lowering Device & Greens Rental	\$100.00	\$13.00	\$113.00
<u>Mortuary Fees</u>			
Mortuary Storage Fee Burial in Arran-Elderslie	\$100.00	\$13.00	\$113.00
Mortuary Storage Fee Burial Elsewhere	\$180.00	\$23.40	\$203.40
<u>Monument Fees</u>			
Flat	\$50.00	\$6.50	\$56.50
Upright Under 4 Feet	\$100.00	\$13.00	\$113.00
Upright Over 4 Feet	\$200.00	\$26.00	\$226.00
<u>Administration Fees</u>			
Transfer of Ownership	\$75.00	\$9.75	\$84.75
Municipal Burial Permit Fee (Death Occurs Outside of Municipality)	\$10.00	Exempt	\$10.00

2021
FEES AND CHARGES

Solid Waste/Landfill Fees

The Municipality has an agreement in place with Ontario Electronic Stewardship whereby they dispose of the e-waste at no charge (by-law 62-09). Should this arrangement change, the Municipality reserves the right to use the published fee grid and review at such time for appropriateness of the fee structure. A similar arrangement exists with respect to used tires, with the Ontario Tire Stewardship.

DESCRIPTION	FEE	HST	TOTAL
Domestic –per Bag Tag			
Households	\$3.00	Exempt	\$3.00
Resellers	\$2.85	Exempt	\$2.85
Landfill Minimum Charge	\$5.00	Exempt	\$5.00
Refuse Garbage - Sorted Tonnage (\$.109/kg)	\$109.00	Exempt	\$109.00
Demolition Material - not cleaned or sorted - per tonne (\$219/kg)	\$219.00	Exempt	\$219.00
Mattress (All Sizes)	\$16.00	Exempt	\$16.00
Upholstery Furniture per unit	\$10.00	Exempt	\$10.00
Tires	\$0.00	Exempt	\$0.00
Tires on Rim or Soiled Tires	\$5.00	Exempt	\$5.00
Refrigerators, Freezers and Air Conditioners -With MOE Tag Attached Indicating No Freon	\$0.00	Exempt	\$0.00
Refrigerators, Freezers and Air Conditioners -Without MOE Tag Attached (May Have Freon) -Per Unit	\$30.00	Exempt	\$30.00
Open Landfill -Outside Regular Operating Hours -Plus Hourly Operator Rate -Plus Applicable Tipping Fees	\$112.00	Exempt	\$112.00
Non-payment of Tipping Fees	\$26.50	Exempt	\$26.50
Asbestos - Digging and Burial	\$204.00	Exempt	\$204.00
Garbage Pick Up- Local Improvements	\$93.00	Exempt	\$93.00

Recreation Fees

Cancellation/Refund Policy: In the cases where a contract is signed between the Municipality and the user, the cancellation/refund provisions in the contract will prevail. In all other cases, refunds will not be issued, except where a medical or health-related preclusion can be demonstrated. In those cases, if alternative arrangements cannot be agreed upon, an administration fee of 25% of the full amount will apply and be withheld from any refund.

DESCRIPTION	FEE	HST	TOTAL
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Arena and Facility Rentals

Arena Floor (i.e. ball Hockey) -Per Hour	\$61.95	\$8.05	\$70.00
Arena Floor (i.e. ball Hockey) Per Hour (same day booking)	\$35.40	\$4.60	\$40.00
Arena Space (i.e. Third Party Program Providers) -Per Hour	\$14.55	\$1.90	\$16.45
Arena Floor (i.e. auction) -Three Day Rental	\$1,086.27	\$141.19	\$1,227.46
Arena Floor Set-up Tara - Maximum Capacity 800	\$753.21	\$97.90	\$851.11
Tara Stag & Doe (Arena floor to a max of 500 ppl)	\$577.38	\$75.04	\$652.42
Paisley - Maximum Capacity 800	\$753.31	\$97.91	\$851.22
Paisley Stag & Doe (Arena floor to a max of 500 ppl)	\$577.38	\$75.04	\$652.42
Chesley - Maximum Capacity 1000	\$950.18	\$123.50	\$1,073.68
Chesley Stag & Doe (Arena floor to a max of 500 ppl)	\$706.39	\$91.83	\$798.22
Kitchen Fee	\$61.95	\$8.05	\$70.00
Canteen Monthly Rent - Chesley (monthly)	\$50.00	\$6.50	\$56.50
Canteen Monthly Rent - Paisley (monthly)	\$50.00	\$6.50	\$56.50
Canteen Monthly Rent - Tara (monthly)	\$50.00	\$6.50	\$56.50
Canteen Monthly Rent - Tara Pavillion (monthly)	\$50.00	\$6.50	\$56.50
Canteen Monthly Rent - Tara Pavillion (daily)	\$17.70	\$2.30	\$20.00
Ball Diamond Food Truck (game nights only, contract)	\$17.70	\$2.30	\$20.00

Pavilions

Tara, Chesley or Paisley (per day)	\$51.30	\$6.66	\$57.96
Kinsmen Pavilion, Chesley (per day, licensed)	\$250.00	\$32.49	\$282.49
Kinsmen Pavilion, Chesley (per day, unlicensed)	\$102.61	\$13.33	\$115.94

2021
FEES AND CHARGES

Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
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Soccer Fields

Per Game	\$38.31	\$4.99	\$43.30
Per Day	\$131.16	\$17.06	\$148.22
Horse Ring Rental	\$137.92	\$17.94	\$155.86

Ball Diamond Rentals

Group-Adult Game or Practice Without Lights	\$41.98	\$5.45	\$47.43
With Lights	\$51.27	\$6.64	\$57.91
Minor Sports Game or Practice -Without Lights	\$28.53	\$3.72	\$32.25
Adult Tournament Per Day (Without Lights)	\$158.50	\$20.61	\$179.11
Adult Tournament Per Day (With Lights)	\$198.14	\$25.77	\$223.91
Youth Tournament Per Day (Without Lights)	\$94.07	\$12.23	\$106.30
Youth Tournament Per Day (With Lights)	\$111.52	\$14.51	\$126.03
Additional Staff - Rate Per Employee per hour (4 hour minimum charge)	\$35.40	\$4.60	\$40.00

Ice Fee Rentals (All Arenas)

Ice Rental, Per Hour			
Prime (5pm-12am, Mon-Fri, weekends)	\$138.05	\$17.95	\$156.00
Non-Prime (8am-5pm, Mon-Fri)	\$81.42	\$10.58	\$92.00
Figure Skating/Broomball	\$95.36	\$12.40	\$107.76
Arran-Elderslie Minor Sports	\$100.53	\$13.07	\$113.60
Out of Town Minor Sports	\$128.50	\$16.70	\$145.20
Grey Bruce Highlanders/TCDMHA	\$115.92	\$15.07	\$130.99
Sponsored Ice Rental	\$62.83	\$8.17	\$71.00
(Hockey tournaments include 1 day use of community centre and kitchen)			
Use of Room with Ice Rent(Max 30 People Max 2hrs)	\$22.12	\$2.88	\$25.00
School Skating (9:00am to 3:00pm)	\$35.40	\$4.60	\$40.00
(School rate for schools within Arran-Elderslie)			

Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
Double header Facility Rates:			
Boardroom - AAA Double Headers/Meetings	\$0.00	\$0.00	\$0.00
Boardroom - Max 4 Hours	\$66.69	\$8.67	\$75.36
Hall - Max 4 Hours	\$87.20	\$11.34	\$98.54
Damage / Cleaning Deposit (Refundable)	\$50.00	Exempt	\$50.00
Sell off ice (booked within week)	\$90.27	\$11.73	\$102.00
Same Day Booking Rate	\$44.25	\$5.74	\$49.99
Early Ice (prior to Thanksgiving, where applicable)			
Prime (5pm-12am, Mon-Fri, weekends)	\$176.97	\$23.03	\$200.00
Non-Prime (8am-5pm, Mon-Fri)	\$133.62	\$17.39	\$151.01
Arran-Elderslie Minor Sports	\$115.92	\$15.09	\$131.01
Out of Town Minor Sports	\$146.54	\$19.07	\$165.61
Grey Bruce Highlanders/TCDMHA	\$115.92	\$15.09	\$131.01
Public Skating / Drop-in			
per single admission	\$2.65	\$0.35	\$3.00
per family admission	\$7.08	\$0.92	\$8.00

Community Centres

Cups			
7 oz, per sleeve of 100	\$4.56	\$0.59	\$5.15
14 oz, per sleeve of 50	\$3.65	\$0.47	\$4.12
Coffee Urn (offsite rental, \$100 deposit required)	\$17.70	\$2.30	\$20.00
Table wrap			
per full roll	\$37.55	\$4.88	\$42.43
per part roll	\$18.78	\$2.44	\$21.22
Table rental, per (Off Site Only, Wooden Tables))	\$8.85	\$1.15	\$10.00
Chair rental, per (Off Site Only)	\$2.66	\$0.34	\$3.00
Aerial Lift (Rate per Day)	\$265.23	\$34.50	\$299.73
Transportation for Aerial lift	\$53.05	\$6.90	\$59.95

2021
FEES AND CHARGES

Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
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Tara

Community Centre (capacity 210)			
Bar/set up - licensed	\$371.02	\$48.25	\$419.27
Unlicensed	\$192.66	\$25.07	\$217.73
Meeting Rate - AE non profit (2 hours)	\$52.17	\$6.80	\$58.97
Meeting (Up to 4 Hours , Max 30 People)	\$66.69	\$8.69	\$75.38
Meeting (Up to 8 Hours , Max 30 People)	\$87.20	\$11.36	\$98.56
Curling Club (capacity 450)			
Bar/set up - licensed	\$577.38	\$75.04	\$652.42
Unlicensed	\$415.39	\$54.01	\$469.40
Auction Sale (resident one-day)	\$307.71	\$40.00	\$347.71
Auction Sale (transient/non-resident one-day)	\$477.66	\$62.10	\$539.76
Committee Room (capacity 77)			
Bar/set up - licensed	\$149.63	\$19.43	\$169.06
Unlicensed	\$122.15	\$15.89	\$138.04
Arkwright Hall	\$50.00	\$6.50	\$56.50
Community Centre - Drop In Rate (Adult/Youth)	\$2.66	\$0.34	\$3.00
Community Centre - Drop in Rate (Senior)	\$1.77	\$0.23	\$2.00

Paisley

Community Centre (capacity 165)			
Bar/set up - licensed	\$339.61	\$44.17	\$383.78
Unlicensed	\$162.99	\$21.19	\$184.18
Curling Club (capacity 450)			
Bar/set up - licensed	\$577.38	\$75.08	\$652.46
Unlicensed	\$415.39	\$54.00	\$469.39
Lounge (capacity 30)	\$60.97	\$7.92	\$68.89
Auction Sale (resident one-day)	\$277.15	\$36.03	\$313.18
Auction Sale (transient/non-resident one-day)	\$437.26	\$56.84	\$494.10
Legion Room - AE Non-Profit Meeting Rate	\$52.17	\$6.78	\$58.95
Legion Room (cap 30)- Meetings/Training up to 4 hours	\$66.69	\$8.67	\$75.36
Legion Room (cap 30)- Meetings/Training 8 hours max	\$87.20	\$11.34	\$98.54

Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
Community Centre - Drop In Rate (Adult/Youth)	\$2.66	\$0.34	\$3.00
Community Centre - Drop in Rate (Senior)	\$1.77	\$0.23	\$2.00

Chesley

Community Centre (capacity 325)			
Bar/set up - licensed	\$515.96	\$67.07	\$583.03
Unlicensed	\$265.02	\$34.46	\$299.48
Curling Club (capacity 500)			
Bar/set up - licensed	\$706.39	\$91.83	\$798.22
Unlicensed	\$521.98	\$67.86	\$589.84
Auction Sale (resident one-day)	\$382.24	\$49.69	\$431.93
Auction Sale (transient/non-resident one-day)	\$725.90	\$94.37	\$820.27
Board Room (capacity 30)			
AE Non-profit meeting rate	\$52.17	\$6.80	\$58.97
- up to 4 hours	\$66.69	\$8.69	\$75.38
- more than 4 hours (max 8 hours)	\$87.20	\$11.36	\$98.56
Community Centre - Drop In Rate (Adult/Youth)	\$2.66	\$0.34	\$3.00
Community Centre - Drop in Rate (Senior)	\$1.77	\$0.22	\$1.99

Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
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Swimming Pool Fees - Tara and Chesley

Pool - Public Swimming

Single Admissions			
Youth 2 - 17 yrs	\$2.66	\$0.35	\$3.01
Adult 18+ yrs	\$3.55	\$0.46	\$4.01
Family (immediate members only)	\$8.85	\$1.15	\$10.00
Multi-Visit Pass			
10 Pass Visit - Adult	\$35.40	\$4.60	\$40.00
10 Pass Visit - Child	\$26.55	\$3.45	\$30.00
Season Pass			
Youth 2 - 17 yrs	\$70.80	\$9.20	\$80.00
Adult 18+ yrs	\$88.50	\$11.51	\$100.01
Family (immediate members only)	\$159.29	\$20.71	\$180.00
Hourly Pool Rental			
- includes minimum of 2 lifeguards			
Chesley (max capacity 90)	\$79.65	\$10.35	\$90.00
Tara (max capacity 77)	\$79.65	\$10.35	\$90.00

Certificated programs exclude HST for participants 14 years of age and younger. If participants are over 14 years of age, please add 13% HST
Proof of age is required.
Sessions are two weeks in length for lessons, eight weeks in length for programs

Pool - Instructional Lessons

Private Lessons, per session			
Includes 10 daily lessons			
Registration	\$137.92	\$17.92	\$155.84
Group / School (per, min 30 participants)			
Registration	\$56.28	Exempt	\$56.28
Preschool (under 5 yrs old)			
Registration	\$66.38	Exempt	\$66.38

Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
Swimmer (Ages 3-5) Registration	\$66.38	Exempt	\$66.38
Swimmer (1 to 4) (Age 6+) Registration after	\$66.38	Exempt	\$66.38
Swimmer (5 to 8) Registration	\$71.03	Exempt	\$71.03
Swimmer (9 to 10) Registration	\$74.25	Exempt	\$74.25
AquaFit - Drop In	\$5.31	\$0.69	\$6.00
AquaFit - Summer Rate	\$79.65	\$10.35	\$90.00

** Every THIRD REGISTRATION IS \$20 OFF

Summer Day Camps (July and August, excluding Statutory holidays)

Daily, Mon - Fri	\$33.00	Exempt	\$33.00
***3rd Child (less 10% of equal or lesser number of days)			
Outdoor Education Specialty Camp	\$195.00	Exempt	\$195.00
***3rd Child (less 20%)			

Billboard Rental

Arenas			
Large 3 x 8 section	\$395.74	\$51.46	\$447.20
Large 3 x 16 section	\$594.01	\$77.23	\$671.24
Large 3 x 24	\$759.01	\$98.68	\$857.69
Wall Advertising, 3 x 4 section	\$125.00	\$16.26	\$141.26
In-Ice Logo - painted (one year term)	\$1,000.00	\$130.01	\$1,130.01
In-Ice Logo - mesh inlay (one year term)	\$750.00	\$97.51	\$847.51
Ice Resurfacers Logo (machine wrap, minimum 3 yr contract)	\$1,000.00	\$130.01	\$1,130.01

2021
FEES AND CHARGES

Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
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Community Guide Advertisement

Business Card Size	\$79.60	\$10.35	\$89.95
1/4 Page	\$122.12	\$15.88	\$138.00
1/2 Page	\$159.08	\$20.68	\$179.76
Full Page	\$265.27	\$34.49	\$299.76
1/2 Page Colour	\$550.00	\$71.50	\$621.50

Insurance Fees

Hourly Rate - Sports - Occasional Use - Up to 1 Day Including			
3rd Party Programming - Rate Per Session (4)	\$4.43	\$0.57	\$5.00
3rd Party Programming - Rate Per Class	\$1.11	\$0.13	\$1.24
One Day Sporting Event/Tournament - Rate Per Hour	\$35.40	\$4.59	\$39.99
All Season Sporting Activities - Flat Rate Per Hour	\$4.43	\$0.57	\$5.00
Adult Non Contact Hockey			
Hourly Rate - Occasional Use - Per Team Per Hour	\$4.43	\$0.57	\$5.00
Meetings/Events-Birthday Parties, Showers, Picnics 1 to 250 Participants - Flat Rate	\$4.43	\$0.57	\$5.00
Events (Open to the Public) - Rate Per Event	\$47.78	\$6.20	\$53.98
Local Auction - Daily Rental Fee plus	\$100.00	\$12.99	\$112.99
Vendor's Market - Annually	\$199.11	\$25.87	\$224.98
Ball Insurance (per game)	\$1.50	\$0.19	\$1.69
5 km Chesley Classic - Per Event	\$199.11	\$25.87	\$224.98

2021
FEES AND CHARGES

Trailer Park Fees

DESCRIPTION	FEE	HST	TOTAL
Full Service			
Seasonal	\$1,356.46	\$176.34	\$1,532.80
Monthly	\$616.88	\$80.19	\$697.07
Weekly	\$235.03	\$30.55	\$265.58
Daily	\$46.37	\$6.03	\$52.40
May 1 to Weekend After Thanksgiving			
Hydro/Water Only			
Seasonal	\$1,130.55	\$146.97	\$1,277.52
Monthly	\$532.14	\$69.18	\$601.32
Weekly	\$199.86	\$25.98	\$225.84
Daily	\$40.57	\$5.28	\$45.85
Victoria Day Weekend to Thanksgiving			
Transient No Services - Daily - Trailer	\$26.55	\$3.45	\$30.00
Transient No Services - Daily - Tent	\$17.70	\$2.30	\$20.00
Winter Storage			
-Trailer, Deck, Shed	\$250.78	\$32.60	\$283.38
Deck, Shed, Other Property	\$50.00	\$6.50	\$56.50
-October 15-May 15			
Moving from one lot to another, if re-sodding or other clean-up required	\$50.00	Exempt	\$50.00
Clean-out	\$10.00	Exempt	\$10.00
Lot Maintenance Required by Works, Requested by Tenant	Minimum \$25.00 + Cost of Materials and/or Labour		

2021
FEES AND CHARGES

Fire Department Fees

DESCRIPTION	FEE	HST	TOTAL
OFC Deficiencies or No Deficienies Letter	\$100.49	\$13.06	\$113.55
File Search Request Letters	\$100.49	\$13.06	\$113.55
Fire Report - SIR (3rd Party)	\$100.49	\$13.06	\$113.55
Burn Permit	No Charge		
Fire Safety Inspections - Initial Visit / Consultation	No Charge		
Residential Home Inspection (Single Family)	No Charge		
Residential Inspection (operating a business out of home, such as a daycare)	\$55.00 Per Hour, Minimum 1 Hr	Exempt	\$55.00
Commercial/Industrial/Institutional Inspection	\$55.00 Per Hour, Minimum 1 Hr	Exempt	\$55.00
Inspections Requiring Outside Agencies	Actual Cost		
Fire Safety Inspection (Including Written Report)	\$55.00 Per Hour, Minimum 1 Hr	Exempt	\$55.00
Fire Safety Plan Review / Approval	\$55.00 Per Hour, Minimum 1 Hr	Exempt	\$55.00
Fire Drill Approval and Observation	\$55.00 Per Hour, Minimum 1 Hr	Exempt	\$55.00
Incident Response - Open Air Fire with or without permit (at discretion of Fire Chief or Designate)	\$485/hr/Apparatus	Exempt	\$485.00
Incident Response - Open Air Fire with Permit & Compliant	No Charge		\$0.00
Motor Vehicle Collisions & Fires	\$485/hr/Apparatus	Exempt	\$485.00

2021
FEES AND CHARGES

Fire Department Fees

DESCRIPTION	FEE	HST	TOTAL
Motor Vehicle Accident on Highway 21 - per MTO currently per truck, per hour Rate increase of 0.7% effective November 1, 2020	Current MTO Rate \$488.40	Exempt	\$488.40
Motor Vehicle Fires on Highway 21 - per MTO currently per truck, per hour Rate increase of 0.7% effective November 1, 2020	Current MTO Rate \$488.40	Exempt	\$488.40
Smoke Alarm or Carbon Monoxide Detector installation Added to taxes + interest, if unpaid after 30 days	\$55.62	\$7.23	\$62.85
Hazardous Materials Response	Current MTO Rate \$488.40 Per Hour/Per Apparatus	Exempt	\$450.00
False Alarms - 2 free per calendar year, thereafter:	\$500.00	Exempt	\$500.00
Extinguish controlled Burn (per hour, per vehicle) (MTO rates for vehicles, rates for personnel extra)	\$225.00	Exempt	\$225.00
Response Due to Gross Negligence or an Illegal Act	Current MTO Rate \$488.40 Per Hour/Per Apparatus	Exempt	\$450.00
Commercial - Lock Box (Hardware only, No Installation)	Actual Cost	HST	
Fire Safety Plan Box	Actual Cost	HST	
Dry Sprinkler Powder Aerosol Unit - DSPA	Actual Cost Plus 10%	Exempt	
Class A Foam Wetting Agent	Actual Cost Plus 10%	Exempt	
Other Material Charges	Actual Cost Plus 10%	Exempt	
Fire Extinguisher Training for Employees (Commercial, Industrial & Institutional)	\$10.00 per Person - Minimum \$100 Charge	Exempt	
Assistance Beyond Normal Requirements or Specialized Services	Actual Cost Plus 10%	Exempt	
Fire Watch (Without Apparatus)	Actual Cost Plus 10%	Exempt	

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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Effective for all billings after January 1st each year

A&E Connection and Service Charges			
Charge to locate, inspect, map and number service connection made by contractor (lateral already constructed from main to property line) Water or Sewer	\$470.45	\$61.16	\$531.61
Municipally constructed sewer line from main to property line (does not include locate, inspect, map and number service connection made by contractor) Water or Sewer	\$4,273.98	Exempt	\$4,273.98
Private locate charge – not municipal service-----Minimum charge 1 hour, time in excess of 1 hour is extra	\$101.01	\$13.13	\$114.14
Cost of water meter and backflow prevention device - 3/4" Service	\$499.71	\$64.96	\$564.67
1" service, meter and backflow preventor All other meter sized billed at cost + 15% handling/billing	\$666.76	\$86.68	\$753.44
Swimming Pools – Filling---Minimum Charge	\$1,004.76	\$130.62	\$1,135.38
Disconnect or Reconnect Fee – Customer Request	\$57.22	Exempt	\$57.22
Disconnect fee – non-payment or after hours request	\$207.38	Exempt	\$207.38
Water Meter Read Request	\$68.30	\$8.88	\$77.18
Water Meter Frost Plate	\$83.22	\$10.81	\$94.03
Bulk Water - per m3 water - Plus Daily Connection Fee - Weekly Connection Fee - Annual Membership, January to December 31	\$5.46 \$56.84 \$113.69 \$350.00	\$0.70 \$7.39 \$14.77 \$45.50	\$6.16 \$64.23 \$128.46 \$395.50
Locate charge of Municipal water service	n/c	n/c	n/c
Septage disposal of one tank, up to 1,000 gallons	\$921.05	\$119.74	\$1,040.79
Sewer Camera Work - Regular Hours, 2 staff, rate per hour - After Hours and Weekends, 2 staff, rate per hour	\$130.00 \$600.00	\$16.90 \$78.00	\$146.90 \$678.00

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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Chesley Water Service Area Metered Rates (non-taxable)

Any customer wishing to be charged on a metered basis shall, at the customer's expense, install a water meter. The metered rate shall be the same as the Paisley Water Service Area metered rates.

Chesley Water Service Area Rates (non-taxable)

Minimum rates to be charged on a per unit basis as determined by the assessment roll and/or as amended by a formal review by the Municipality of Arran-Elderslie and added to taxes.

Effective for all billings after January 1st each year

Residential

Single Family Unit	\$713.74	Exempt	\$713.74
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Commercial

Basic and vacant commercial (must apply in writing for this rate)	\$611.81	Exempt	\$611.81
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Apartment rate over commercial	\$509.80	Exempt	\$509.80
Car Wash	\$1,274.51	Exempt	\$1,274.51
Service Station	\$611.79	Exempt	\$611.79
Dealership	\$1,274.51	Exempt	\$1,274.51
Restaurant – Seasonal Take-out	\$509.80	Exempt	\$509.80
Restaurant – Take-out	\$849.60	Exempt	\$849.60
Restaurant – Take-out/Seating Restaurant	\$1,104.60	Exempt	\$1,104.60
Restaurant – Seated Restaurant	\$1,359.48	Exempt	\$1,359.48
Residential w/Beauty Shop	\$1,189.58	Exempt	\$1,189.58
Hair Salon only	\$670.91	Exempt	\$670.91
Turuss (GRS Flooring) - (Plant 1)	\$6,537.83	Exempt	\$6,537.83
Municipal Building/Theatre/Library	\$651.37	Exempt	\$651.37

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
Fire Hall	\$651.37	Exempt	\$651.37
Medical Building	\$989.95	Exempt	\$989.95
Trailer Park – 24 sites	\$1,541.67	Exempt	\$1,541.67
Trailer Park Showers/Washrooms	\$1,563.07	Exempt	\$1,563.07
Cemetery	\$713.74	Exempt	\$713.74
Community Centre/Curling Club	\$9,235.73	Exempt	\$9,235.73
Swimming Pool	\$1,534.54	Exempt	\$1,534.54
Lawn Bowling	\$335.79	Exempt	\$335.79
Hospital	\$10,049.41	Exempt	\$10,049.41
Retirement Institution - Per Bed	\$226.58	Exempt	\$226.58
Elgin Abbey (39 beds)	\$8,836.52	Exempt	\$8,836.52
Parkview Manor (34 beds)	\$7,703.63	Exempt	\$7,703.63
Haliday House (9 beds)	\$2,039.20	Exempt	\$2,039.20
Chesley Community School	\$13,588.98	Exempt	\$13,588.98
Chesley Place (40 beds)	\$9,063.09	Exempt	\$9,063.09
Board of Education	\$5,378.26	Exempt	\$5,378.26

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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Chesley Sewer Service Area Rates (non-taxable)

Effective for all billings after January 1st each year

Residential

Single family unit	\$512.36	Exempt	\$512.36
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Penalty (3x base rate) for improper storm water connection. Notice will be given have 1 year to disconnect and have inspected or penalty will be applied.	\$2,049.45	Exempt	\$2,049.45
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Commercial

Basic or Vacant Commercial (must apply in writing for this rate)	\$439.16	Exempt	\$439.16
Apartment Rate - Over Commercial	\$365.97	Exempt	\$365.97
Car Wash	\$914.89	Exempt	\$914.89
Service Station	\$439.16	Exempt	\$439.16
Dealership	\$914.89	Exempt	\$914.89
Post Office	\$789.00	Exempt	\$789.00
Restaurant – Seasonal Take-out	\$365.97	Exempt	\$365.97
Restaurant – Take-out	\$609.93	Exempt	\$609.93
Restaurant – Take-out/Seating Restaurant	\$792.90	Exempt	\$792.90
Restaurant – Seated Restaurant	\$975.86	Exempt	\$975.86
Bank	\$914.89	Exempt	\$914.89
Grocery Store	\$942.68	Exempt	\$942.68
Vacant Hotel Rate	\$512.36	Exempt	\$512.36
Residential w/Beauty Shop	\$853.91	Exempt	\$853.91
Hair Salon Only	\$481.61	Exempt	\$481.61

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
Crate Design (Plant 1)	\$2,561.68	Exempt	\$2,561.68
Turuss (GRS Flooring) - (Plant 1)	\$4,692.97	Exempt	\$4,692.97
Municipal Building/Theatre/Library	\$467.58	Exempt	\$467.58
Fire Hall	\$467.58	Exempt	\$467.58
Medical Building	\$710.59	Exempt	\$710.59
Dawson House (basic comm. + 2 apts)	\$1,171.06	Exempt	\$1,171.06
Trailer Park – 24 Sites	\$1,106.65	Exempt	\$1,106.65
Trailer Park - Showers/Washrooms	\$1,122.03	Exempt	\$1,122.03
Cemetery	\$439.15	Exempt	\$439.15
Swimming Pool	\$1,101.51	Exempt	\$1,038.28
Lawn Bowling	\$241.03	Exempt	\$241.03
Legion Hall	\$942.68	Exempt	\$942.68
Hospital	\$7,213.70	Exempt	\$7,213.70
Retirement Institution - (Per Bed)	\$162.31	Exempt	\$162.31
Elgin Abbey (39 beds)	\$6,329.98	Exempt	\$6,329.98
Haliday House (9 beds)	\$1,460.76	Exempt	\$1,460.76
Parkview Manor (34 beds)	\$5,518.44	Exempt	\$5,518.44
Chesley Community School	\$9,754.45	Exempt	\$9,754.45
Chesly Place (40 beds)	\$6,492.28	Exempt	\$6,492.28
Board of Education	\$3,863.01	Exempt	\$3,863.01

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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Water Service Area Metered Rates (non-taxable)
Chesley, Paisley and Tara

Effective for all billings after January 1st each year

Annual

Base Water Service Rate (BSR)	\$319.70	Exempt	\$319.70
Rate per Cubic Metre of Water Consumption	\$2.59	Exempt	\$2.59

Monthly

Base Water Service Rate (BSR)	\$26.64	Exempt	\$26.64
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Paisley Sewer Service Area Rates (non-taxable)

Effective for all billings, the sewer rate for Paisley sewer services shall be a monthly base sewer service rate and a rate per cubic metre of water consumption.

Annual

Base Sewer Service Rate (BSR)	\$318.80	Exempt	\$318.80
Rate per cubic metre of water consumption	\$1.41	Exempt	\$1.41
Other Municipality – (Brockton) Crysler & McKeeman	\$957.42	Exempt	\$957.42

Monthly

Base Sewer Service Rate (BSR)	\$26.56	Exempt	\$26.56
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Penalty (3x base rate) for improper storm water connection. Notice will be given have 1 year to disconnect and have inspected or penalty will be applied.

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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Water Service Area Rates
Tara Water Service Area Rates (non-taxable)

Minimum rates to be charged on a per unit basis as determined by the assessment roll and/or as amended by a formal review by the Municipality of Arran-Elderslie.

Any customer wishing to be charged on a metered basis shall, at the customer's expense, install a water meter. The metered rate shall be the same as the Paisley Water Service Area metered rates.

Effective for all billings after January 1st each year

Residential

Single family unit	\$713.74	Exempt	\$713.74
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Commercial

Dry	\$799.40	Exempt	\$799.40
Wet	\$927.86	Exempt	\$927.86
Dry/Residence	\$756.65	Exempt	\$756.65
Wet/Residence	\$799.40	Exempt	\$799.40
Service Station/Garage	\$799.40	Exempt	\$799.40
Service Station/Car Wash	\$1,237.40	Exempt	\$1,237.40
Churches	\$713.74	Exempt	\$713.74

Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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Sewer Service Area Rates
Tara Metered Sewer Service Area Rates (non-taxable)

Industrial (per cubic metre)	\$1.41	Exempt	\$1.41
Residential Single Family Unit	\$512.36	Exempt	\$512.36
Residential Dry	\$526.63	Exempt	\$526.63
Residential Wet	\$614.41	Exempt	\$614.41
Commercial Dry	\$526.63	Exempt	\$526.63
Commercial Wet	\$570.49	Exempt	\$570.49
Service Station/Garage	\$439.15	Exempt	\$439.15
Service Station/Car Wash	\$914.90	Exempt	\$914.90
Churches	\$512.36	Exempt	\$512.36

Penalty (3x base rate) for improper storm water connection. Notice will be given have 1 year to disconnect and have inspected or penalty will be applied.

Treasure Chest Museum Fees

DESCRIPTION	FEE	HST	TOTAL
Annual Membership Fees - Single	\$16.37	\$2.13	\$18.50
Annual Membership Fees - Family	\$20.80	\$2.70	\$23.50
Single Admission - Adult	BY DONATION		
Single Admission - Student/Senior	BY DONATION		
Group Admission - 10 or more	\$37.17	\$4.83	\$42.00

Building Permit Fees

All Permits Fees are HST exempt.

All Permits carry minimum fee.

Where any work, required by the BCA to have a permit, has commenced prior to the issuance of a Building Permit, the applicable permit fee payable is doubled.

DESCRIPTION	FEE
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General

Building Permit (minimum fee)	\$130.00
Development Charges	N/A
Miscellaneous Inspections, per	\$130.00
Change of Use	\$130.00
Demolition Permit	\$130.00

Residential

Single Family Residence	\$1.55 /sq.ft.
Multiple Residential	\$1.40 /sq.ft.
Additions- With or Without Plumbing	\$1.55 /sq.ft.
Deck or Porch (minimum \$125.00 fee)	\$0.80 sq.ft.
Garden Shed	\$125.00
Ancillary Buildings	\$0.50 /sq.ft.
Garage/Shed- Attached or Detached	\$0.75 /sq.ft.
Renovations: (fee/construction value)	\$14.00 / \$1,000.00
Wood Burning Appliances	\$150.00
Moving Permit	\$210.00
Pool- Above Ground	\$150.00
Pool - In Ground	\$350.00

Sewage Systems

Class 1, 2, 3	\$350.00
Class 4 & 5-New Sewage System	\$600.00
Bed-Tank Replacement/Repair	\$350.00

Building Permit Fees

DESCRIPTION	FEE
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Agricultural	
Farm Buildings- with Livestock	\$0.35 /sq.ft.
Farm Buildings- without Livestock	\$0.30 /sq.ft.
Additions	\$0.30 /sq.ft.
Fabric Structure	\$0.35 /sq.ft.
Manure Storage Tank	\$0.30 /sq.ft.
Silo- Upright or Bin	\$150.00
Silo- Bunker (with Roof)	\$0.30 /sq.ft.
Silo- Bunker (without Roof)	\$0.20 /sq.ft.
Renovation/Structural: (fee/construction value)	\$12.00/\$1000.00

Commercial/Industrial/Institutional	
Commercial Buildings	\$0.80 /sq.ft.
Industrial Buildings	\$0.80 /sq.ft.
Institutional Buildings	\$0.80 /sq.ft.
Misc. Renovations/Additions (fee/construction value)	\$12.00/\$1000.00

Miscellaneous	
Repairs/Additions/Renovations (where applicable)	\$225.00
Towers (base and tower) (fee/construction value)	\$20.00/\$1000.00
Wind Turbines	\$100,000.00
Tents	\$150.00
Signs (per O.B.C.)(fee/construction value)	\$14.00/\$1000.00
Other: (fee/construction value)	\$10.00/\$1000.00

Refunds (where applicable)	
If Administrative Functions Only Performed	80%
If Admin and Zoning Functions Only Performed	70%
If Permit has been Issued; No Field Inspections have been Performed Subsequent to Issuance	45%
If Permit has been Issued; One Field Inspection has been Performed Subsequent to Issuance	30%
For Each Subsequent Field Inspection, After Permit Issued, Additional Deduction of	5%

**THE CORPORATION OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE**

BY-LAW NO. 15-2020

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
REGULAR COUNCIL MEETING OF THE MUNICIPALITY OF ARRAN-ELDERSLIE
HELD FEBRUARY 22, 2021**

WHEREAS by Section 5(1) of the *Municipal Act 2001, S.O. 2001, c. 25, as amended*, grants powers of a Municipal Corporation to be exercised by its Council; and

WHEREAS by Section 5(3) of the *Municipal Act, S.O. 2001, c.25, as amended*, provides that powers of every Council are to be exercised by By-law unless specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Arran-Elderslie for the period ending February 22, 2021, inclusive be confirmed and adopted by By-law.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE HEREBY ENACTS AS FOLLOWS:

1. The action of the Council of the Municipality of Arran-Elderslie at its regular meeting held February 22, 2021 in respect to each motion and resolution passed, reports received, and direction given by the Council at the said meetings are hereby adopted and confirmed.
2. The Mayor and the proper Officials of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
3. The Mayor and Clerk, or in the absence of either one of them, the Acting Head of the Municipality, are authorized and directed to execute all documents necessary in that behalf, and the Clerk is authorized and directed to affix the Seal of the Corporation to all such documents.

READ a FIRST and SECOND time this 22nd day of February, 2021.

READ a THIRD time and finally passed this 22nd day of February, 2021.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk