

## Staff Report

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**Report To:** City Council  
**Report From:** Heidi Jennen, Supervisor of Environmental Services  
**Meeting Date:** September 11, 2023  
**Report Code:** OP-23-036  
**Subject:** Leaf and Yard Waste Compost Site - Residential Usage Agreement with the Municipality of Meaford

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### Recommendations:

THAT in consideration of Staff Report OP-23-036 respecting Leaf and Yard Waste Compost Site – Residential Usage Agreement with the Municipality of Meaford, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the 2023 Leaf and Yard Waste Compost Site Residential Usage Agreement with the Municipality of Meaford as outlined in the report.

### Highlights:

- City Staff and Municipality of Meaford worked collaboratively to develop a solution to address the Municipality of Meaford residents' residential use of the Leaf and Yard Waste site.
- Once receiving approval from both City Council and the Municipality of Meaford's Council, Meaford residents can begin utilizing the site as soon as September 12, 2023.
- The Leaf and Yard Waste Compost site is an essential component of the overall waste management strategy for the City of Owen Sound

### Strategic Plan Alignment:

This report supports the delivery of Core Service.

## **Climate and Environmental Implications:**

This supports the objectives of the City's Corporate Climate Change Adaptation Plan by strengthening the natural infrastructure, including the urban forest.

## **Previous Report/Authority:**

[Presentation and Supplemental Information from the Director of Corporate Services Re: 2023 Operating Budget – presented at the February 6, 2023, Special Council Meeting](#)

[OP-23-007 Leaf and Yard Waste Compost Site – Interim Control and Security City of Owen Sound Waste Management By-Law](#)

[Leaf & Yard Waste Compost Site – Residential Usage Agreement with the Township of Georgian Bluffs](#)

## **Background:**

Earlier this year, Council recommended that Staff implement additional controls at the City's Leaf and Yard Waste compost site to discourage non-City residents from using the facility. City Staff sent reminder letters to nearby municipalities, stating that the site use is exclusively for Owen Sound residents. The letter also mentioned that the Waste Management By-law 2005-151 allows the potential for partnering with surrounding municipalities through a cost-sharing agreement.

Shortly after the 2023 season started, Georgian Bluffs' Staff approached Owen Sound Staff to explore a partnership permitting their residents to use the Owen Sound Leaf and Yard Waste compost site. On May 6, 2023, Owen Sound Council approved By-Law 2023-049 authorizing the Mayor and Clerk to execute an agreement between the Township of Georgian Bluffs respecting access and use of the City's leaf and yard waste site. Georgian Bluffs' residents were provided access to the site on May 12, 2023.

The Municipality of Meaford operates a leaf and yard waste depot from April to November, open on Fridays from 12 p.m. to 5 p.m. and Saturdays from 9 a.m. to 2 p.m. This depot accepts materials similar to Owen Sound's site, including leaves, grass, wood, and plants, both from residential and commercial sources. Residential materials can be disposed of for free.

Commercial entities are subject to fees, which are waived from October 1 until the end of the season.

After learning of the new, stricter access control at the Owen Sound leaf and yard waste compost site and the agreement between Owen Sound and Georgian Bluffs, Meaford residents began contacting the Municipality of Meaford's staff, requesting a similar arrangement. As a result, Meaford's team engaged in discussions with City staff to explore partnership opportunities that would allow Meaford residents to access Owen Sound's facility.

### **Analysis:**

Municipality of Meaford staff will be bringing forward a report to their Council at their regular Council meeting on September 11, 2023, at 1 p.m., proposing two potential courses of action:

Option 1: To continue utilizing the Municipality of Meaford's Leaf and Yard waste facility for all residents. In this scenario, the status quo remains. Meaford residents would be encouraged to continue using the Meaford leaf and yard waste facility at 157859 7<sup>th</sup> Line in the Municipality of Meaford. They would not have access to the Owen Sound site.

Option 2: To establish an Agreement with the City of Owen Sound, allowing Meaford residents to utilize the Owen Sound Facility. Under this alternative, Meaford would enter into a shared usage arrangement with Owen Sound similar to the existing agreement with Georgian Bluffs. Based on the number of users observed and their recorded municipality of residence, City Staff expect the number of Meaford residents using the site to be comparable to that of the Township of Georgian Bluffs, approximately 20 per cent of existing City users.

Given the shortened timeframe compared to Georgian Bluffs' residential use, the Agreement would only be in effect for the remainder of 2023. A pro-rated charge of \$13,000 is recommended to enable Meaford residents' access from mid-September until December 31, 2023. Decisions for the 2024 site operating season will be determined through the 2024 Budget process.

Should Meaford choose Option 2 and enter into an Agreement with Owen Sound at the prorated fee provided by the City, it is anticipated that Meaford residents could commence using the site on or by September 12, 2023.

## **Financial Implications:**

City Council approved the 2023 annual operating budget for the Leaf and Yard Waste Compost site at \$130,000, as presented to Council on February 6, 2023. City staff's estimate indicates that, like Georgian Bluffs' residential usage, an additional 20 per cent (of existing City users) of site users would be Municipality of Meaford residents. Should Meaford Council approve entering into a residential site usage agreement, the charge would be prorated based on the estimated number of site users and the period from mid-September to December 31, 2023. As a result, a fee of \$13,000 for the Municipality of Meaford in 2023 has been determined. City staff believe this will equitably cover the increased operating cost of the Leaf and Yard Compost site associated with Meaford residential use.

## **Communication Strategy:**

- The Municipality of Meaford will be responsible for notifying their residents.
- City staff will update signage at the Leaf and Yard Waste Compost site to indicate site usage is authorized for Owen Sound, Georgian Bluffs and Municipality of Meaford residents.
- City staff will update the Leaf and Yard Waste Compost site webpage, a Media Advisory will be issued, and information will be posted on social media to announce this partnership.
- For more information regarding the Owen Sound Leaf and Yard Waste Compost site, visit [Leaf and Yard Composting - Owen Sound](#).

## **Consultation:**

The City Manager, Director of Public Works and Engineering, Manager of Engineering Services, Manager of Legislative Services, and Municipality of Meaford CAO and the Director of Operations.

## **Attachments:**

None.

## **Recommended by:**

Heidi Jennen, Supervisor of Environmental Services

Lara Widdifield, Director of Public Works and Engineering

**Submission approved by:**

Tim Simmonds, City Manager

For more information on this report, please contact Heidi Jennen, Supervisor of Environmental Services, at [hjennen@owensound.ca](mailto:hjennen@owensound.ca) or 519-376-4440 ext. 3223.