

TOWNSHIP OF ADMASTON/BROMLEY

Waste Management Committee

Date: Monday May 20th, 2025, at 4:00 pm

Present were Committee members Brian Hamilton (Vice Chair), Angela Field and Keith Gourley.

Absent Committee members Michael Donohue

Staff present were CAO/Clerk Jennifer Charkavi, Public Works Superintendent Steve Visinski, Treasurer-Deputy CAO/Clerk Kelly Coughlin and Finance Clerk Amy Fraser

Guest was John Watson, Cambium, who attended virtually.

Kevin LeGris arrived at 4:30 pm virtually.

1. Committee Chair Hamilton called the meeting to order at 4:06 p.m.
2. Disclosure of Pecuniary Interest – None
3. Approval of Agenda

Resolution No. 01-05-25

Moved by Angela Field, seconded by Keith Gourley

BE IT RESOLVED that the Committee approve the agenda of May 20, 2025 Waste Management Committee meeting as presented this date.

“Carried”

4. Minutes

Resolution No. 02-05-25

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED THAT the Waste Management Committee approve the minutes from the October 17 / November 18, 2024 meeting.

“Carried”

5. Waste Management Draft By-Law Report

- i. Cambium – Garbage Bag Tag Program Plan – Guest – John Watson

CAO/Clerk Charkavi reviewed her report, explaining in February 2025 staff went to council seeking to get assistance with some of our consultants as there was difficulty understanding how to move forward with the bag tag system. Cambium

provided the Township with a suggested bag tag program, with an implementation plan to follow, aim for a September 2025 start date, courtesy tags to get to the end of the year, 2026 pay per use option. CAO/Clerk Charkavi explained that there would be a revenue and an expense that would off set each other at budget time.

Mr Watson, Cambium introduced himself and gave a quick run down of the report. He explained he had come from a depot only system, so he had some experience. Report broke up into three phases, Planning, Implementation and Evaluation. Provided an overview of how to move forward and how they showed the planning phase of the report. Four townships were compared to our township – clear bags were used in three of the four, how they rolled out their bag tag system.

Implementation provided goals, some objectives, timelines, target audience for communications or promotion education, as well as, key messages and operations tactics, day to day on how the bylaw would be implemented. Pretty through campaign.

Waste reduction week is the middle of October in Canada so the township could have 4-6 weeks of new waste system in place prior to that.

This report could be modified to create a final report which could be operationalized so that it could roll out seamlessly to residents.

Committee member Field inquired about tenants receiving bag tags. Mr. Watson replied that the Property owner would be responsible to get the bag tags, and it would be the responsibility of the property owner to share with tenant. Once pay per use comes into play, tenants would have to have proof of living in Township.

Committee member Gourley inquired about property type, as well as agriculture plastic. Mr. Watson was explained that each property type, regardless of type; residential, agricultural or commercial, would receive bag tags as per the Assessment Rolls. Agriculture plastic still a very hard material to dispose of. One option put forth is to ban ag plastic from landfill site or find another program, such as Clean Farms, to handle the ag plastic, however, wrap or film needs to be relatively clean to be part of that program. Committee was not in favour of banning ag plastic.

Councillor Hamilton asked regarding clear plastic bags and what was the purpose of them. Mr. Watson explained that clear bags are partially used to push the resident to recycle and compost more, landfill attendants would have to look at the bag and not accepted or pay additional fee to drop bag off, it would depend on waste bylaw. Committee Chair Hamilton followed up with how clear bags would be implemented. Mr. Watson stated that an additional fee would be added to the resident and usually the additional fee would encourage the resident to sort at home prior to arrival at the depot. When a program like this you need a grace period, education first, enforcement second.

CAO/Clerk Charkavi asked if there was a phased in process with tags and clear bags. Mr. Watson indicated you could implement clear bags first and then implement a garbage bag tag system. Clear bags could be used as an impetus for enforcement and then the bag tag system could come after. Depending on whether you see a reduction in waste and then see if tags would be necessary. Committee wanted to move forward with a bag tag system.

Councillor Gourley asked if there were repercussions to these types of programs. Mr. Watson followed up with any change could be challenging, however, education, frequently asked questions prepared and having the proper tools accessible could make things less challenging. Encourage residents that less garbage means less cost to them.

Councillor Hamilton inquired about curbside collection. Mr. Watson noted this option has operational challenges, cost and there is a trend away from manual collection, so definitely an option, however, there are substantial costs associated and with the shortage of truck drivers, moving to curbside can be difficult.

Councillor Gourley discussed diversion and what possibilities are available for composting options. Mr. Watson replied the ECA for landfill may have to be rewritten to handle composting, operational costs would be more, such as purchasing "moloaks". In house, food composter program might be successful, if interested Cambium would be able to provide a report to the CAO/staff on that.

Councillor Hamilton discussed an updated timeline for implementation. He was concerned about budget deliberations and making sure the resident was ready for implementation Jan 2026. CAO/Clerk Charkavi explained staff reasoning for September implementation with tons of education over the summer.

Councillor Gourley would like to have both clear bags and tags implemented in January 2026, however, this is something that needs to be brought forward to council.

Resolution No. 03-05-25

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED THAT the Waste Management Committee receive the Draft Report from Cambium Inc. on the implementation of a bag tag system;

AND BE IT RESOLVED THAT the Waste Management Committee approve staff advertising and educating property owners on the changes forthcoming to the Waste Management By-Law which will include the requirement to purchase bag tags to deposit waste in the Township.

AND BE IT RESOLVED THAT the Waste Management Committee recommend to Council to direct staff to finance the roll out costs through a combination of possible 2025 year end department surplus and Waste Capital Reserve;

AND BE IT FURTHER RESOLVED THAT the Waste Management Committee commence the bag tag system on September 2, 2025 (date).

“Carried”

6. Question Period

There were questions and discussion on the following:

Education to not only residents but to landfill attendants as well. Possibly offer assistance to landfill attendants. Possibility of movement of structure at landfill/depots.

Clear bag landfill policies already in existence that township can mimic and possibly revamp.

Clean Farms program, is this something that can be investigated to see if it's a possibility. Investigate systems and compactor possibilities.

7. Next Meeting

The CAO/Clerk will try to have another report and the draft by-law ready for May 29, 2025. As then if there are any further changes or issues, there is still the June 19, 2025 Council meeting to adopt the by-law.

8. Adjournment

Resolution No. 04-05-25

Moved by Angela Field, seconded by Keith Gourley

BE IT RESOLVED that the Monday, May 20, 2025 Township of Admaston/Bromley Waste Management Committee meeting be adjourned at 5:10 p.m.

“Carried”

Chair

CAO/Clerk