



PUBLIC WORKS COMMITTEE AGENDA

**Wednesday, February 22, 2018 at 1:00 p.m.
55 Zina Street, Orangeville – Sutton Room (2nd Floor)**

Declarations of Pecuniary Interest by Members

PUBLIC QUESTION PERIOD

Members of the public will be provided an opportunity to ask questions of the Committee during this time (limited to 10 minutes).

REPORTS

1. PUBLIC WORKS – February 22, 2018 – ITEM #1
Appointment to Forest Advisory Team

Committee to appoint a member to the Forest Advisory Team

Recommendation:

For consideration of Committee.

2. PUBLIC WORKS – February 22, 2018 – ITEM #2
Long-Term Waste Management Strategy Update – February 2018

A report from the Director of Public Works, dated February 22, 2018, to update Committee and Council on the last stage of the Long-Term Waste Management Strategy and to finalize the document.

Resolutions from the Town of Mono, dated February 13, 2018 and from the Town of Shelburne, dated February 12, 2018, regarding the Long-Term Waste Management Strategy.

Recommendation:

THAT Report, Long-Term Waste Management Strategy Update – February 2018, dated Thursday, February 22, 2018 from the Director of Public Works/County Engineer be received;

AND THAT the Long-Term Waste Management Strategy be approved.

3. PUBLIC WORKS – February 22, 2018 – ITEM #3
Food Waste Reduction Initiative

A report from the Director of Public Works, dated February 22, 2018, to introduce the Dufferin Waste Services Food Waste Reduction Initiative.

Recommendation:

THAT Report, Food Waste Reduction Initiative, dated Thursday, February 22, 2018 from the Director of Public Works/County Engineer be received.

4. PUBLIC WORKS – February 22, 2018 – ITEM #4
No Stopping Zone – Dufferin Road 124

A report from the Director of Public Works, dated February 22, 2018, to recommend the installation of a no stopping zone on the south end of Dufferin Road 124.

Recommendation:

THAT Report, No Stopping Zone – Dufferin Road 124, dated Thursday, February 22, 2018 from the Director of Public Works/County Engineer be received;

AND THAT the By-law 2005-32 be amended to include the following in Schedule B

Dufferin Rd.	From	To
124	A point situated at the north limit of King's Highway 89	A point situated 50 m north of the centerline of Industrial Road

Next Meeting

March 22, 2018 at 1:00 p.m.
55 Zina Street, Orangeville – Sutton Room (2nd Floor)



REPORT TO COMMITTEE

To: Chair Aultman and Members of Public Works Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: Thursday, February 22, 2018

Subject: Long-Term Waste Management Strategy Update – February 2018

In Support of Strategic Plan Priorities and Objectives:

Economic Vitality: 1.3 Promote conservation and environmental sustainability

Purpose

The purpose of this report is to update Committee and Council on the last stage of the Long-Term Waste Management Strategy and to finalize the document.

Background & Discussion

The development of the Long-Term Waste Management Strategy has been ongoing since June 2016 and is now complete. The process was thoroughly informed by extensive research and significant consultation with community stakeholders, focusing on the primary user being the general public. Each segment of the project was presented through individual reports to Committee and Council. Through the direction of the Public Works Committee at the January meeting, an additional final consultation exercise was completed by circulating the comprehensive strategy document to each of Dufferin's member municipalities. The intent of this circulation was to obtain any feedback by February 9 to allow review by the project consultant and Waste Services staff prior to preparing reports for the February Public Works Committee meeting.

As with any County project, feedback is welcome at any time and will be considered in future consultation or in consideration of specific initiatives within the strategy. In line with this, the comments provided (attached) will be incorporated into the consultation report for this purpose. An appropriate response to the comments will also be provided.

The Long-Term Waste Management Strategy is essentially a roadmap for Dufferin Waste Services staff to ensure efficient navigation, implementation, and exploration of numerous waste related tools and initiatives well into the future. Without the guidance of a strategy, it becomes increasingly challenging to avoid arbitrary investment of resources into initiatives that may not be appropriate, fruitful or fitting. The first five years of the strategy involves primarily refinement or enhancement of existing

programs. This includes focus on food waste reduction, enhancing Blue Box capacity, promoting the Green Bin program, promotion and education around waste reduction and reuse, exploration of waste related by-law enforcement and development standards. Also within these first five years, there is some investigation of initiatives for future consideration of Council. This includes investigating the merits of every other week garbage collection, which would certainly be a future decision of Council.

This document will be reviewed every five years and updated or revised accordingly.

Financial, Staffing, Legal, or IT Considerations

Funds are provided through the 2017 and 2018 Waste Services Operating Budget.

Strategic Direction and County of Dufferin Principles

Developing a Long-Term Waste Management Strategy is in line with the specific priorities outlined in the Corporate Strategic Plan: Promote conservation and environmental sustainability to investigate a long-term local waste solution 1.3.1 and increase overall County waste diversion rate 1.3.2. The Dufferin County principles are adhered to as follows:

1. We Manage Change – reviewing current services and setting goals to respond to changes in community needs as well as economic and environmental conditions;
2. We Deliver Quality Service – exploring options to enhance high quality services to reflect the needs of the community;
3. We Communicate – engaging in open consultation in a multitude of ways;
4. We Make Good Decisions – openly reviewing the current program to foster an environment of collaboration to make informed and thoughtful decisions that are reflective of the needs of those affected.

Recommendation

THAT Report, Long-Term Waste Management Strategy Update – February 2018, dated Thursday, February 22, 2018 from the Director of Public Works/County Engineer be received;

AND THAT the Long-Term Waste Management Strategy be approved.

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer

LTWMS Phase	Activities / Documents	Timing – Committee/ Council Report	Overview
Phase 1	<ul style="list-style-type: none"> - <i>Mission Statement, Goals and Objectives document</i> - <i>Public Consultation and Communications Plan</i> 	Fall of 2016	<p>These two documents provided high-level guidance for the project, and defined comprehensive engagement tools that will help work towards developing the final strategy.</p>
Phase 2	<ul style="list-style-type: none"> - <i>System Performance Assessment (Waste Profile) Report</i> 	March/ April 2017	<p>This document established the baseline upon which the Strategy will develop and includes discussion on topics such as:</p> <ul style="list-style-type: none"> • the County's existing residential solid waste management system (i.e. waste generation and diversion rates, waste composition profile overview, current waste diversion programs, and overall waste management system performance relative to other similar municipalities); • an analysis of the County's waste diversion opportunities; and • a financial review of the County's existing solid waste management system.
Phase 3	<ul style="list-style-type: none"> - <i>Long List of Options Report</i> 	May/June 2017	<p>This document reviewed a long-list of 27 different possible waste management options for the LTWMS. The options are divided into nine categories:</p>

LTWMS Phase	Activities / Documents	Timing – Committee/ Council Report	Overview
			<ul style="list-style-type: none"> • Waste Reduction and Reuse; • Recycling; • Organics Management; • Waste Collection/Receiving; • Promotion and Education; • Municipal Policy; • Industrial, Commercial and Institutional (IC&I); • Other Opportunities; and • Disposal/Processing. <p>A high-level review of the various options was provided, and an evaluation process short-listed some of the options.</p>
Phase 3 (continued)	- <i>Review of Short-Listed Options Report</i>	September/ October 2017	<p>This document undertakes a detailed assessment and evaluation of the Short List of waste management options, resulting in a suite of recommended program components.</p> <p>Included as an Appendix, the <i>Public Consultation Summary</i> highlights the results of the consultations undertaken in the spring/summer 2017 for the Long-List of Options Report and preliminary Short List.</p>
Phase 4	- <i>Implementation and Financial Plan Report</i>	November 2017	<p>This document identifies the steps required by the County to implement each of the short-listed options and initiatives, along with</p>

LTWMS Phase	Activities / Documents	Timing – Committee/ Council Report	Overview
			the projected estimated costs and implementation schedule.
Phase 5	<ul style="list-style-type: none"> - <i>Public Consultation Summary: Updated</i> - <i>Draft Long-Term Waste Management Strategy</i> 	January 2018	<p>This document has been updated to include the results of the second online survey that was undertaken in January to give the public and interested stakeholders an opportunity to review the draft LTWMS and provide feedback.</p> <p>This document brings together the supporting documents that have been completed through the LTWMS process.</p>



Town of Mono

347209 Mono Centre Road
Mono, Ontario L9W 6S3

Dufferin County - Long Term Waste Management Strategy

Resolution #4-4-2018

Moved by Manktelow - Seconded by Martin

WHEREAS residents of the Country of Dufferin are still sending our solid waste to a landfill site in Michigan, and this remains an unsustainable solution that could be easily lost with a change in US policy or preference and further there is no satisfaction in sending our garbage out of the country;

AND WHEREAS when the Town of Mono closed its landfill site to the public, this was done with the expectation that we would be taking part in a greener solution to that of burying our waste and wished to continue to pursue a better solution for our residents;

THEREFOR Council of the Town of Mono recommends that Dufferin County pursue alternative solutions to shipping solid waste to Michigan;

AND FURTHER in view of new developments in “energy from waste processes” the County of Dufferin should actively assess these developments;

AND FURTHER with respect to prioritizing the twenty-seven potential management options within the Dufferin County Waste Management Report, we recommend that finding an alternative solution to solid waste management should be the first priority item;

AND FURTHER that we have a concern for the high cost of the green bin program, food waste represents 23% of solid waste and the program costs 33% of total waste management costs, and a cost benefit analysis should be performed, including a review of less expensive alternatives.

"Carried"



TOWN OF SHELburnE

COUNCIL RESOLUTION

No. 12

Date: February 12, 2018

Moved by:

Seconded by:

BE IT RESOLVED THAT Council receives the Long-Term Waste Management Strategy from the County of Dufferin as presented and circulated;

AND FURTHER THAT Council requests an executive summary from the Waste Management Team to provide clarity and further explanation of the proposed new strategy to understand the possible implications as a result of the proposed new strategy.

Requested Vote to be recorded

[] Yes

[] No

Mayor Bennington
Councillor Benotto
Councillor Chambers
Deputy Mayor Dunlop
Councillor Anderson
Councillor Mills
Councillor Sample

Yea

[]

[]

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[]

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[]

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Nay

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REPORT TO COMMITTEE

To: Chair Aultman and Members of Public Works Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: Thursday, February 22, 2018

Subject: Food Waste Reduction Initiative

In Support of Strategic Plan Priorities and Objectives:

Economic Vitality: 1.3 Promote conservation and environmental sustainability

Purpose

The purpose of this report is to introduce the Dufferin Waste Services Food Waste Reduction Initiative. This is a project that complements existing programs currently offered through the County's waste system.

Background & Discussion

With many municipalities offering a service similar to Dufferin's Green Bin program, there is a trend showing that avoidable food waste is a large contributor to the total volume of material being handled. It is also not uncommon for these materials to wind up in the garbage stream and ultimately left to decay in landfill.

Avoidable food waste includes leftovers and other forms of uneaten food, while unavoidable food waste includes carrot tops, apple cores, etc. The avoidable material not only represents a financial loss to a household upon disposal, but also results in a municipal cost for collection and processing once disposed either in the Green Bin program or through garbage. Food Waste Reduction Campaigns aim to reduce avoidable food waste through education on healthy eating and food literacy, information sharing on healthy menu planning and proper food storage, and developing general awareness. Ultimately, healthy eating behaviours have been seen to result in positive environmental outcomes.

The project will build on the success of a similar initiative administered through a partnership between the Region of York's Waste Management Division and Public Health. In line with this, staff are working with Wellington-Dufferin-Guelph Public Health in a similar fashion. This is a natural partnership that facilitates a better and more thorough collection of necessary baseline data through collaborative surveys and focus groups. Data from these exercises will further the group's understanding of the issue

among households within Dufferin County and enable the development of campaign materials. This work is planned to start in Spring 2018 and proceed through to the Fall with an informed campaign launch to follow in 2019.

This initiative has been planned for some time now and was therefore included in the Dufferin Waste Services Long-Term Strategy. Through the consultation screening process of the strategy, this project was deemed as a high priority and the timing is therefore reflective of the recommendations within the document. Recommendations also identified the benefits of developing partnerships such as the current relationship between Dufferin Waste Services and Public Health. Through this partnership, several aspects of online surveys and focus group discussions will be administered in-house and by the collaborative group as a whole. Further details on this initiative from the Draft Long-Term Strategy are attached for reference.

Staff will finalize a general guiding terms of reference and define data sharing arrangements for the relationship with Public Health.

Project updates will be provided to future meetings as they become available.

Financial, Staffing, Legal, or IT Considerations

Funds for the project are included within the 2018 Budget and will be included in the proposed 2019 Budget.

With an anticipated reduction of avoidable food waste, Dufferin Waste Services expects to see a subsequent reduction in costs associated with tipping fees over time.

Strategic Direction and County of Dufferin Principles

Implementing a Food Waste Reduction Initiative is in line with the specific priorities outlined in the Corporate Strategic Plan: Promote conservation and environmental sustainability to investigate a long-term local waste solution 1.3.1 and increase overall County waste diversion rate 1.3.2. The Dufferin County principles are adhered to as follows:

1. We Manage Change – reviewing the current service and setting goals to respond to changes in community needs as well as economic and environmental conditions;
2. We Deliver Quality Service – exploring options to enhance high quality services to reflect the needs of the community;
3. We Communicate – engaging in open consultation in a multitude of ways;
4. We Make Good Decisions – openly reviewing the current program to foster an environment of collaboration to make informed and thoughtful decisions that are reflective of the needs of those affected.

Recommendation

THAT Report, Food Waste Reduction Initiative, dated Thursday, February 22, 2018 from the Director of Public Works/County Engineer be received.

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer

6.1 1st Priority Group

6.1.1 Food Waste Reduction Campaign

Description of Initiative

Based on the increasing number of municipalities participating in food waste reduction campaigns, awareness on the issue of food waste has grown in recent years. For example, in 2014 the Food and Agriculture Organization (FAO) of the United Nations has reported on the issue of food waste in its *Global Initiative on Food Loss and Waste Reduction* report. In Canada, the National Zero Waste Council released its *National Food Waste Reduction Strategy* in March 2017. In November 2017, the Ontario Ministry of Environment and Climate Change (MOECC) released its proposed Food and Organic Waste Framework for consultation, which includes direction to work with municipalities on food waste reduction.



Avoidable food waste is considered food waste that could have otherwise been consumed. For example, this may include food that has spoiled or that has been cooked but not eaten. Unavoidable food waste would include items such as carrot top trimmings, peelings from food preparation, or the inedible parts of food (e.g., apple cores). Based on waste audits from other Ontario municipalities, on average 33% of food waste is considered avoidable.

Implementation of a County Food Waste Reduction campaign can prevent avoidable food waste from entering the waste stream and, therefore, reduce Green Bin collection and processing costs for the County.

The Food Waste Reduction campaign will divert approximately 2.6% of the waste stream from disposal, assuming that the amount of avoidable food waste is reduced by 50%. The estimated cost to prepare and implement a Food Waste Reduction campaign is approximately \$17,000, although the potential cost savings from reduced processing costs is about \$58,000. The campaign costs include:

- Develop the Food Waste Reduction Campaign Plan: \$8,000;
- Develop communication materials: \$7,000; and
- Implement the Food Waste Reduction Campaign: \$2,000.

Implementation

The steps to implement a Food Waste Reduction Campaign include:

1. Continue with the County's participation in the Municipal Waste Association's (MWA) Organics Committee and other networking opportunities to ensure the County keeps abreast of food waste reduction initiatives in Ontario, the rest of Canada, and elsewhere.
2. When planning waste audits for Dufferin County, ensure that avoidable food waste is included as a waste category (along with all food waste and compostable non-recyclable paper). Use this data to assess the magnitude of the issue of avoidable food waste in Dufferin County and the opportunity it provides for waste reduction.
3. Identify/develop potential partnerships for a Food Waste Reduction Campaign, including:
 - the "Love Food Hate Waste" franchise;

- wellness organizations (e.g., Wellington-Dufferin-Guelph Public Health) and/or organizations that promote home economics (e.g., Ontario Home Economics Association and its Food Literacy Initiative, the Canadian Home Economics Foundation, or the Ontario Family Studies Home Economics Educators' Association);
 - Ontario waste management associations/organizations; and/or
 - other municipal partners outside of Dufferin County (i.e. Ontario Food Collaborative).
4. Develop a Food Waste Reduction Campaign Strategy with identified partners. The strategy may include:
 - research on Food Waste Reduction Campaigns in other jurisdictions;
 - research on food waste behaviours and attitudes, including barriers to and possible motivations for reducing avoidable food waste;
 - consultation with community stakeholders and the general public. Possible consultation/engagement approaches/methods may include:
 - citizen advisory committee;
 - survey about attitudes and behaviours toward avoidable food waste; and/or
 - focus testing of messages and materials;
 - target audiences;
 - strategies to overcome barriers to reducing avoidable food waste and to capitalize on existing opportunities and synergies;
 - key messages and tactics; and
 - a plan for monitoring and measuring the effectiveness of the program.
 5. Develop promotion and education materials for the Food Waste Reduction Campaign. This may include customizing materials from other jurisdictions, partnering with and utilizing the “Love Food Hate Waste” franchise material, or developing the County’s own material.
 6. Implement the campaign. Revisit the campaign messages annually and revise as required, which may include a scaled-down recirculation of select campaign materials or promotion of specific targeted campaign messages and/or images.



REPORT TO COMMITTEE

To: Chair Aultman and Members of Public Works Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: Thursday, February 22, 2018

Subject: No Stopping Zone – Dufferin Road 124

In Support of Strategic Plan Priorities and Objectives:

Communication and Connections, foster two-way communication with lower tier municipalities, Good Governance: Improve policies, practices and procedures,

Purpose

The purpose of this report is to recommend the installation of a no stopping zone on the south end of Dufferin Road 124.

Background & Discussion

Over the past months there have been several discussions at the Public Works Committee related to vehicles stopping along Dufferin Road 124 in the Town of Shelburne. Concerns around impacts on traffic and blockage of sightlines at entrances and intersecting streets in the area have been raised. Staff have visited the area several times and have observed instances where vehicles have been stopped in less than ideal locations that could be obstructing the view of motorists entering the roadway from adjacent businesses. Discussions have also taken place with both Shelburne Police and Dufferin Ontario Provincial Police. Through these discussions, staff have learned that policing authorities would be in support of implementing a method to support their ability to address the issues through enforcement.

As described above, the concerns are arising from vehicles that are stopping along the roadway within the area where entrances to businesses and local street intersections exist. In line with this, it appears that the most fitting solution is to install a no stopping zone in the area such that the authorities have the ability to enforce as described below.

Dufferin Rd.	From	To
124	A point situated at the north limit of King's Highway 89	A point situated 50 m north of the centerline of Industrial Road

Financial, Staffing, Legal, or IT Considerations

Signage costs can be covered through the 2018 Transportation Operating Budget.

Strategic Direction and County of Dufferin Principles

Responding to local municipal concerns is in line with the strategic priorities of communication and connections and reviewing by-laws is in line with the strategic priority good governance.

1. We Manage Change - by proactively addressing changes in community needs;
2. We Deliver Quality Service – by delivering effective services that reflect the needs of the community;
3. We Communicate – by providing timely, accurate and clearly articulated information;
4. We Make Good Decisions – by fostering an environment of that contributes to informed and thoughtful decisions that reflect the needs of those affected.

Recommendation

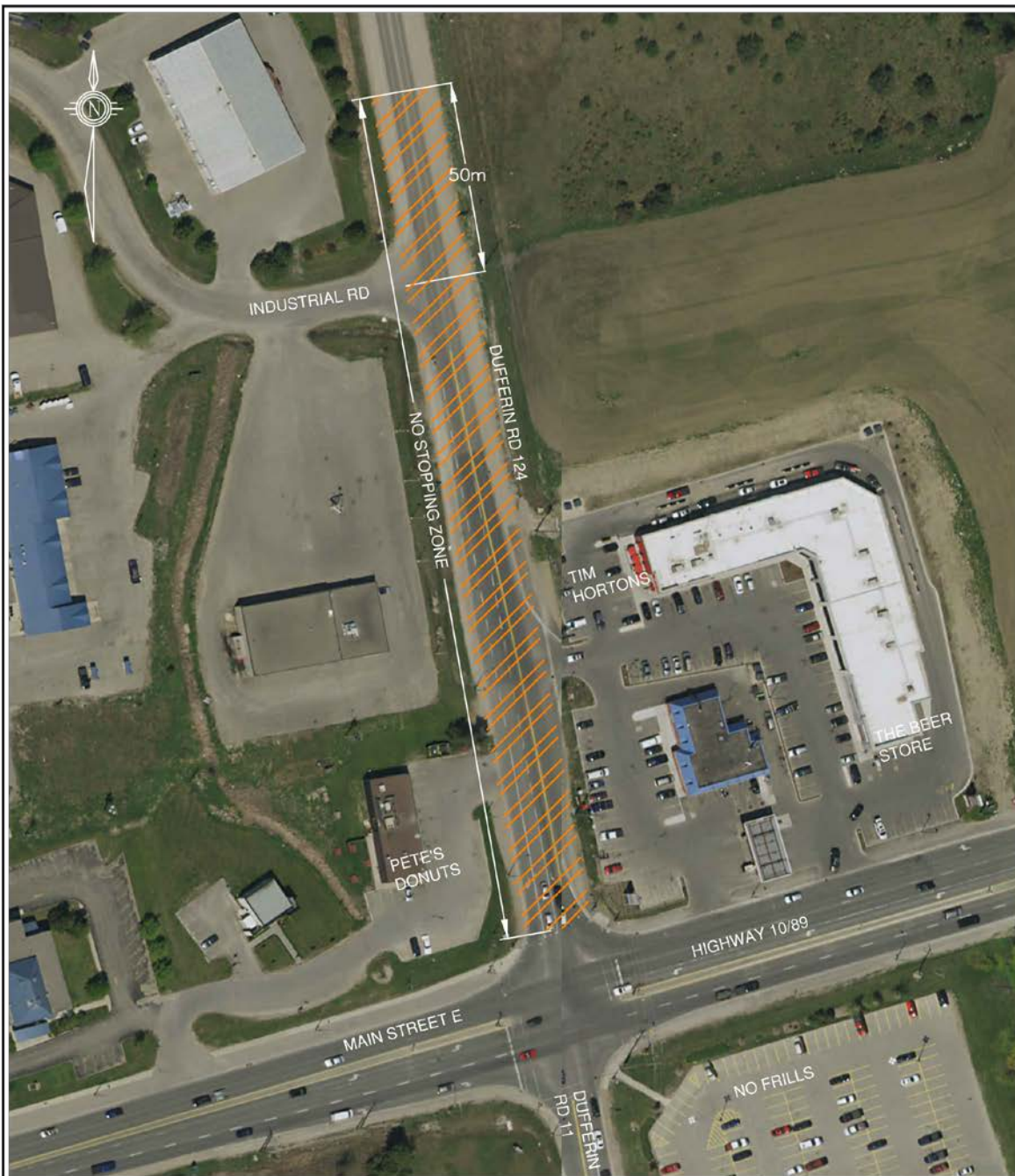
THAT Report, No Stopping Zone – Dufferin Road 124, dated Thursday, February 22, 2018 from the Director of Public Works/County Engineer be received;

AND THAT the By-law 2005-32 be amended to include the following in Schedule B

Dufferin Rd.	From	To
124	A point situated at the north limit of King's Highway 89	A point situated 50 m north of the centerline of Industrial Road

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer



LEGEND:



NO STOPPING ZONE



ADDRESS: 55 ZINA ST., ORANGEVILLE, ON. L9W 1E5
TEL. NO.: (519)-941-2816 X 2600

DRAWN BY:	DATE
D.O.	15/02/2018
DESIGNED BY:	DATE
-	-
CHECKED BY:	DATE
M.H.	15/02/2018
APPROVED BY:	DATE
-	-

DRAWING TITLE:

DUFFERIN ROAD 124
NO STOPPING
ZONE LIMITS

DWG 1 OF 1

SCALE 1:1500

DRAWING NO. 1