



Corporation of the County of Wellington

Solid Waste Services Committee

Minutes

October 12, 2021

Council Chambers

Present: Warden Kelly Linton
Councillor Gregg Davidson (Chair)
Councillor Diane Ballantyne
Councillor Steve O'Neill
Councillor James Seeley

Also Present: Councillor Jeff Duncan
Alison Sandstrom, Reporter, Guelph Today

Staff: Donna Bryce, County Clerk
Ken DeHart, County Treasurer
Don Kudo, County Engineer
Das Soligo, Manager, Solid Waste Services
Cathy Wiebe, Admin Supervisor Solid Waste Services
Scott Wilson, CAO

1. Call to Order

At 1:00 pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Financial Statements and Variance Projections as of September 30, 2021

1/7/21

Moved by: Councillor Seeley

Seconded by: Warden Linton

That the Financial Statements and Variance Projections as of September 30, 2021 be approved.

Carried

4. Circular Innovation Council Pilot Project

2/7/21

Moved by: Councillor Ballantyne

Seconded by: Warden Linton

That the October 12, 2021 report titled Circular Innovation Council Pilot Project be received for information.

Carried

5. Barn Swallow Support

3/7/21

Moved by: Councillor O'Neill

Seconded by: Councillor Ballantyne

That the October 12, 2021 report titled Barn Swallow Support be received for information.

Carried

6. CPWA National Public Works Week

4/7/21

Moved by: Councillor Seeley

Seconded by: Councillor O'Neill

That the report titled CPWA National Public Works Week Awards be received for information.

Carried

7. Adjournment

At 1:25 pm, the Chair adjourned the meeting until November 9, 2021 or at the call of the Chair.

Gregg Davidson
Chair
Solid Waste Services Committee



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Solid Waste Services Committee
From: Ken DeHart, County Treasurer
Date: Tuesday, October 12, 2021
Subject: **Solid Waste Services Financial Statements and Variance Projections as of Sept 30, 2021**

Background:

This report is respectfully submitted in accordance with the County's Budget Variance Reporting policy, and provides an updated projection to year-end based on expenditures and revenues to September 30, 2021 for the Solid Waste Services Division.

Operations across all County departments have continued to be affected by the COVID-19 pandemic and are likely to see financial implications in various ways throughout the remainder of 2021. Impacts specific to COVID-19 are identified where applicable.

Operating

- Grants and subsidies are well under budget as only the first RPRA grant amount has been received for the year, no variance is expected
- The full land rental revenue for the Harriston and Riverstown-adjacent farmlands has been received.
- Bag sales recorded to September 30 are at 69% of the total budget of \$1,870,000. If sales were to follow a similar path as 2020 then a shortfall of between \$120,000 to \$140,000 can be expected.
- Tipping fees are tracking below targeted levels to this point, sitting at 72% of the budgeted level of \$1.71 million for the landfill and transfer stations. While it remains difficult to determine the overall impact of COVID-19 as well as the full year of the collections contract, staff currently anticipate that tipping fees will fall short of the budgeted amount between \$100,000 and \$120,000.
- Sales revenue reflects amounts received to the end of July. Blue box materials and metal sales revenue has been strong as commodity markets have improved. With five months of revenue still to be received it is likely that there will be positive variance between \$160,000 to \$180,000.
- Total expenditures recorded to September 30 are at 65% of the total budget of \$13.6 million
- Salaries and wages are currently slightly ahead of budget as staffing at transfer stations was increased during the summer months as resident use of the sites increased and co-ordination to ensure distancing and safety procedures was required. A negative variance between \$50,000 and \$70,000 is anticipated.
- Supplies, Materials and Equipment:
 - User Pay Bags – Currently user pay bags costs are sitting at 61% of the \$300,000 budget. Additional purchases are still to be made throughout the rest of the year. No variance at year end is anticipated as a result.
 - The capping materials allocation is expected to be expended by the end of the year; any savings will be transferred to the Solid Waste Services Capital Reserve
 - Fuel savings to date is due to timing as the vehicle use increases during the year; savings of between \$10,000 and \$20,000 are expected

- Purchased Services:
 - Legal costs – As reported in May to committee, the provision relating to equipment and associated legal costs remains. This is likely to result in a negative variance at year-end for this item. It is unlikely the claim will be resolved in 2021, but a favourable outcome could result in this provision being reversed creating a positive variance in a future year.
 - Leaf and Yard Waste Processing Fees – This is the first full year of this service being provided to residents. The County started leaf and yard waste collection in April with additional collection to take place in the fall. At this time staff anticipate a savings in this area of between \$40,000 to \$50,000 at year-end.
 - The majority of remaining costs under this line item (approx. \$5 million) relate to contracts for services provided on behalf of the County. In some cases a line item may appear under spent due to timing differences (i.e. work complete but not invoiced) while in other cases the planned work has yet to be performed.
- Debt charges for the Riverstown Leachate Collection system will no longer be incurred as a result of the allocation of the County surplus to fund this project. Savings of \$27,400 will be experienced.
- Insurance and financial includes the annual insurance contract payment, while the remaining budget relates to retailer compensation, stop loss insurance, WSIB and short-term disability self-insurance. No variance is expected.

Capital

Solid Waste Services capital addresses works at both active and closed landfill sites and transfer stations throughout the County, vehicles replacements and administrative studies relating to waste. This report provides a summary of the 2021 Solid Waste Services capital spending for the period ending September 30, 2021.

Solid Waste Services capital began 2021 with a total approved budget of \$6,690,000 consisting of nine projects, to date there have been no in-year adjustments to report. The table below accounts for life to date spending and purchase order commitments for total available funding of \$3,459,313.

Solid Waste Services	May 31, 2021	Sept 30, 2021
Open Capital at Dec 31, 2020	\$ 4,250,000	\$ 4,250,000
plus: 2021 Approved Capital budget	\$ 2,440,000	\$ 2,440,000
plus: 2021 In-Year Budget Adjustments		
2021 Total Approved Capital budget	\$ 6,690,000	\$ 6,690,000
less: Previous Years Capital Spending	\$ (2,930,934)	\$ (2,930,934)
Available Capital Funding for 2021	\$ 3,759,066	\$ 3,759,066
2021 Capital Spending to date	\$ 19,568	\$ (27,003)
Open Purchase Orders	\$ (276,399)	\$ (272,750)
Closed Projects		
Uncommitted Approved Funding	\$ 3,502,235	\$ 3,459,313

The following table details spending to date and project spending plans for 2021.

Solid Waste Services Capital	LTD Budget	LTD Actuals	Remaining Budget	Comments
SWS Administration				
Waste Management Strategy	\$300,000	\$192,118	\$107,882	The remaining budget will be used to implement recommendations from the study or to undertake further study as needed and will continue beyond 2021
Equipment				
2018 SWS Equipment	\$850,000	\$591,955	\$258,045	The new vehicle is on order, given the 9-month manufacturing timeline for this equipment; the project will likely remain open into 2022.
2021 SWS Equipment	\$90,000	\$0	\$90,000	The project includes the purchase of two pick-up trucks. The current market conditions proved challenging for staff to secure vehicles, however, both vehicles are now on order and will result in a minor negative variance on project completion.
Landfill Sites and Transfer Stations				
Riverstown Compliance Mitigation	\$500,000	\$1,984	\$498,016	Staff are still exploring options for this project. The site is currently in compliance, however, staff are looking at options to ensure compliance moving forward.
Riverstown: Cell Development Phase II	\$850,000	\$842,890	\$7,110	Phase II, Cell development is expected to be complete in 2021 with no variance projected.
Riverstown: Leachate System Development	\$2,600,000	\$87,296	\$2,512,704	Staff are currently working on consultation, environmental assessments, design and engineering to prepare for construction. Variance projections will be updated as the project progresses.
Riverstown: New Cell Dev Phase I	\$100,000	\$57,175	\$42,825	Staff project closure of phase 1 filling cell in 2021 or early 2022, and are making final preparations to complete the new cell. Staff anticipate this budget to be fully spent in 2021.
Site Improvements - Road Maintenance All Sites	\$100,000	\$34,186	\$65,814	The scope of 2021 works shifted from intentions to complete work at Riverstown to roadway upgrades at Belwood. Staff anticipate project completion within budget.

Solid Waste Services Capital	LTD Budget	LTD Actuals	Remaining Budget	Comments
Closed Sites				
Elora Transfer closed Nichol LF	\$1,300,000	\$1,124,271	\$175,729	The re-grading works are nearing completion and awaits free fill from developers or our Roads Division before it can be complete. Once fill is in place, the site will require earthworks and hydro seeding. Savings are anticipated.
Total Solid Waste Services	\$6,690,000	\$2,957,936	\$3,732,064	

The year-end variance will largely depend on bag sales and tipping fee levels as well as continued strong sales revenue through the rest of the year and expenditures on services provided in the fall. Tipping fee levels throughout the rest of the year, user pay bag sales and blue box revenues are difficult to forecast to the end of the year. The one-time legal fee reallocation as mentioned in the report could also have an impact. The overall Solid Waste Services year-end variance is anticipated to be negative in the range of \$80,000 to \$100,000.

Recommendation:

That the Financial Statements and Variance Projections as of September 30, 2021 for the Solid Waste Services Division be approved.

Respectfully submitted,



Ken DeHart, CPA, CGA
County Treasurer



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Solid Waste Services Committee
From: Das Soligo, Manager of Solid Waste Services
Date: Tuesday, October 12, 2021
Subject: **Circular Innovation Council Pilot Project**

Background:

Food waste has long been an underutilized resource that often ends up in landfill sites. The recovery and diversion of food waste from landfill is a relatively recent phenomenon in Ontario, and has been occurring via a curbside collection programme in Wellington County since July 2020. While the curbside collection of food waste is increasingly commonplace in Ontario municipalities, these collection programmes are targeted at the residential sector.

The industrial, commercial and institutional (IC&I) sector generates a significant portion of Ontario's waste, and has very few regulatory requirements governing how organizations manage their waste. In particular, food waste diversion is solely the prerogative of organizations in the IC&I sector, and most do not choose to pay additional funds to divert their organic materials.

The efficiencies and collection densities found in the residential curbside collection programmes is not present in the IC&I sector. A new pilot project centered in the County of Wellington and City of Guelph is looking to change these dynamics locally.

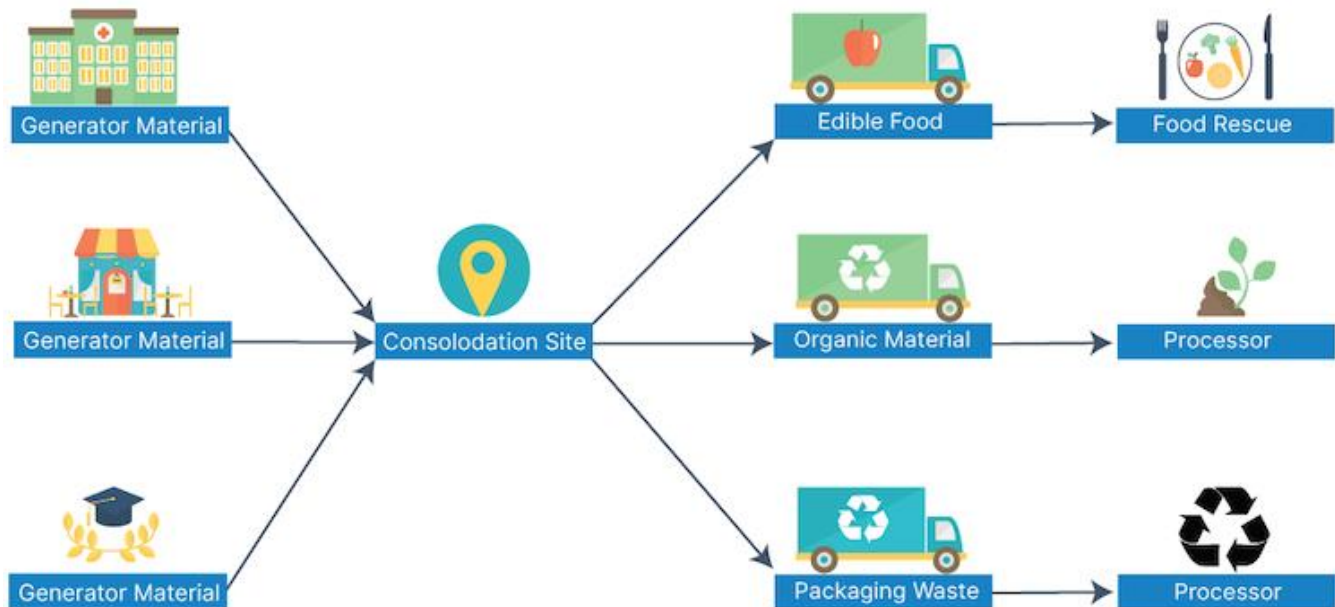
Our Food Future, the County of Wellington and City of Guelph's partnership to develop a circular food economy in the Guelph-Wellington region, attracted the attention of the Circular Innovation Council (CIC). The CIC, formerly known as the Recycling Council of Ontario, is a not-for-profit organization that has been focused on advocacy and waste minimization for decades. In partnership with the County and City, the CIC is trying to replicate the efficiencies found in residential collection systems by onboarding a number of organizations in the IC&I sector to participate in the pilot project.

The Pilot Project:

The pilot project aims to recreate the efficiencies of municipal green bin programmes by testing the viability of a shared collection and consolidation system for commercial, retail, and multi-residential tenants to optimize organics recycling in geographic clusters, along with the added social benefit of redirecting edible food to food rescue agencies. This pilot project is a very appropriate fit for the Our Food Future initiative, as it is focused on; recovering the value in food waste, recovering edible food and redistributing it to those who need it, and by supporting the business sector towards meeting sustainability goals while testing an innovative financial model.

There have been a number of sponsors of the pilot project, and it has also won funding through the Federal Government's Food Waste Reduction Challenge, with the result that organizations can participate in this pilot project at no cost for the first three months. Depending on additional funding

opportunities, the period that participants are not required to pay for this new service may be extended. After the free service period, a co-operative financial model will be tested in order to defray costs for participants through a buying consortium in the hopes that organizations will continue this innovative diversion system beyond the pilot project.



The launch date for this pilot is November 1, 2021. The Highway 6 corridor from Guelph to Arthur was selected as the area which the collection service will be available. A number of organizations have signed up to participate, but the CIC is still seeking more generators of organic waste to join the pilot. With this region being well-known for its innovation and expertise in the food and agriculture industries, this pilot project is continuing to establish Guelph-Wellington as leaders in developing a regional circular food economy.

Recommendation:

That the October 12, 2021 report titled “Circular Innovation Council Pilot Project” be received for information.

Respectfully submitted,

Das Soligo
Manager of Solid Waste Services



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Solid Waste Services Committee
From: Das Soligo, Manager of Solid Waste Services
Date: Tuesday, October 12, 2021
Subject: **Barn Swallow Support**

Background:

The barn swallow is a medium-sized migratory songbird which breeds in temperate regions across North America, Europe and Asia. In Ontario, 90% of barn swallows breed and live in southern Ontario, before overwintering in Central and South America.

Since 1970, the Ontario barn swallow population has declined at an annual rate of 2.56%, leading to a cumulative loss of approximately 80% of its pre-1970 population numbers. This has led to the barn swallow being listed as threatened under Ontario's Endangered Species Act, (2007), and also by the Committee on the Status of Endangered Wildlife in Canada.



The reasons for the rapid decline of barn swallow populations in Ontario is not well understood, but it is believed that there are many contributing factors, including a loss of suitable habitat, and there also appears to be a correlation with use of the neonicotinoid class of insecticides. The habitat loss is primarily attributed to the demolition of older barns and their replacement with barns that are not as supportive to their habitat due to their construction and material qualities.

Barn swallows prefer old barns due to the ease of access and the rough surface of the wood used in their construction. Barn swallows find it challenging to build nests in newer barns, with their metal siding and smoother surfaces, as the nests anchor to rougher surfaces more easily.

In August 2014 the Province released a recovery strategy for barn swallows in Ontario, as a 2012 estimate suggested there are as few as 350,000 remaining in Ontario. This recovery strategy provides a multi-faceted plan to study and better understand the bird and threats to its well-being, while also seeking to expand awareness and habitat opportunities.

Opportunity to Support Barn Swallows:

This summer a barn swallow nest was observed in a structure at one of the County of Wellington's waste facilities. Staff have taken care to avoid disturbing the birds and their nest, and have since undertaken research to better understand the bird and its habitat preferences.

Through the Solid Waste Services Strategy, it was determined that the County should continue to strengthen naturalization efforts at closed landfill sites, particularly where biodiversity can be supported. In recent years SWS has established pollinator habitat at a number of closed landfill sites and operational waste facilities. Exploring low-cost measures which can support the at-risk barn swallows is in keeping with this philosophy.

Solid Waste Services (SWS) staff have engaged with a local resident who has a lot of expertise with barn swallows and their predicament, and are developing a plan to explore establishing habitat at County waste facilities where appropriate. It is understood that there are low-cost structures that can be purchased or built that are appropriate for barn swallow nesting.

Financial support for the implementation of actions may be available through the Species at Risk Stewardship Fund, Species at Risk Research Fund for Ontario, or the Species at Risk Farm Incentive Programme. These opportunities will be researched to determine if funding is available for the sorts of supports currently under consideration.

Recommendation:

That the October 12, 2021 report titled "Barn Swallow Support" be received for information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Das Soligo', with a stylized, flowing script.

Das Soligo
Manager of Solid Waste Services



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Solid Waste Services Committee
From: Don Kudo, P. Eng., County Engineer
Date: Tuesday, October 12, 2021
Subject: CPWA National Public Works Week Awards

Background:

Each year the Canadian Public Works Association (CPWA) hosts an awards contest to recognize municipalities in Canada for their National Public Works Week (NPWW) programmes and events. A panel of CPWA evaluators chooses winning entries based on criteria that include public outreach, education, staff involvement, political involvement, events held and creativity. The County was notified as the winner of the Community over 100,000 population category and the official announcement will be made at the PWX Plus Conference this week.

The Engineering Services Department hosted a number of events during NPWW that included the livestreamed unveiling of a commemorative plaque and gateway sculpture feature at the newly constructed Badley Bridge and two virtual presentations to Grade 6 classes focusing on the County's new organics diversion programme. As COVID 19 conditions required most events to go virtual, staff focused on using traditional and non-traditional media and unique tools to celebrate NPWW. Promotions included an electronic billboard, bumper stickers, video, masks, print advertising, posters, postcards, website, social media posts, and radio ads. The department also participated in an Ontario Public Works Association panel event and staff were featured along with public works professionals from across the Province.

Recognition of department staff was a key focus of NPWW to thank the County's Roads and Solid Waste Services staff for their daily work and efforts in providing the community with essential services during the pandemic.

Recommendation:

That the report titled "CPWA National Public Works Week Awards" be received for information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Don Kudo', written over a horizontal line.

Don Kudo, P. Eng.
County Engineer

Attachment – CPWA Letter



CANADIAN PUBLIC WORKS ASSOCIATION

123 Slater Street, Suite 700
Ottawa, ON K1P 5H2
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August 6, 2021

Mr. Don Kudo
County Engineer
County of Wellington
74 Woolwich Street
Guelph, ON
N1H 3T9

Dear Mr. Kudo:

On behalf of the CPWA Board of Directors, I am pleased to inform you that the County of Wellington has been selected to receive the 2021 CPWA National Public Works Week (NPWW) award for a community of 100,000 or more. CPWA is pleased to recognize the fantastic effort put forth by the County of Wellington to promote public works during NPWW this year. Congratulations on your outstanding work and this well-deserved award!

The official announcement of these awards will be made virtually at the CPWA Keynote and Awards at [PWX Plus](#) on Tuesday, October 12, 2021. Notification to all municipalities who entered the 2021 CPWA NPWW Awards Contest will not be made until after the official announcement on October 12. Following the official announcement, a representative from the CPWA Board of Directors will be pleased to present your municipality with an engraved plaque at a council meeting or event of your choice, recognizing the County of Wellington as a winner of the 2021 CPWA NPWW Awards Contest. Anne Jackson, APWA Director of Sustainability & Canadian Government Affairs, will be in touch with you via email to coordinate details for the presentation.

Again, congratulations and thank you for your hard work during National Public Works Week and throughout the year! We hope the County of Wellington will celebrate NPWW again next year during the week of May 15-21, 2022. We look forward to your future involvement in the NPWW Proclamation Campaign and CPWA NPWW Awards Contest.

Yours sincerely,

Patricia M. Podoborzny, CET
President

Scott D. Grayson, CAE
CEO