



# Staff Report

## Operations – Sustainability & Solid Waste

**Report To:** COW - Operations, Planning and Building Services  
**Meeting Date:** August 26, 2025  
**Report Number:** OPS.25.038  
**Title:** Waste Management and Litter Control By-law, Waste Set-out Provision  
**Prepared by:** Jeffery Fletcher, Manager of Sustainability & Solid Waste

### A. Recommendations

THAT Council receive for information Staff Report OPS.25.038, entitled “Waste Management and Litter Control By-law, Waste Set-out Provision”;

AND THAT Council approves the implementation of a warning and education program as outlined in the report.

### B. Overview

The Town enacted a new waste management By-law in 2023 that includes enforcement of curbside waste set-out rules through administrative monetary penalties (AMP). This report includes a review of questions raised related to the By-law provisions and an outline of an extended effort to notify and educate residents regarding the provisions and fines.

### C. Background

In October of 2023 the Town enacted a new Waste Management and Litter Control By-law. The new By-law, known as the Waste Management and Litter Control By-law was accompanied by an update to the Administrative Monetary Penalties (AMP) By-law. The AMP By-law enacted new penalties associated with littering and waste collection issues that often result in litter problems. The penalties also include a Landfill Site related infraction associated with non-payment. The provision and finds are outlined in the table below.

Schedule "E" Infractions	Penalty
Setting out non-collectible waste (e.g. construction/demolition debris, over limit, overweight, prohibited, unsorted, bulky and other waste materials)	\$100
Setting out waste in excess of limit or frequency (e.g. bags over limit or not tagged)	\$100

Schedule "E" Infractions	Penalty
Setting out waste outside of permitted time or location (e.g. garbage, organics, recyclables and yard waste set out prior to 7:00 p.m. the day before collection)	\$100
Failure to remove scattered waste	\$100
Failure to remove empty waste containers (e.g. empty waste containers must be removed from curbside prior to 7:00 p.m. on the day of collection, together with any waste that was not collected)	\$100
Interference with curbside collection (e.g. scavenging of curbside waste)	\$100
Littering (e.g. through action or inaction)	\$500
Waste dumping (e.g. discarding waste, including on private or public property)	\$5,000
Wrongful use of public space receptacles or municipal lands (e.g. depositing of household or commercially generated waste in parks or public receptacles)	\$250
Waste inadequately contained on premises (e.g. waste that creates a nuisance or is unsightly)	\$1,000
Exiting Disposal Site without payment	\$800/tonne
Balloon release	\$100/balloon
Cigarette butt littering	\$100

A three-phase communications approach was outlined in 2023 and continues to be implemented (Attachment 1). Communication from residents and condominium management have outlined concerns over resident awareness of the provisions and the ability to practically comply with the some of the provisions around set-out timing.

## D. Analysis

Staff have considered, in consultation with senior management, comments and feedback from residents and the comments in the letter referenced in the motion below from a June 2, 2025 Council meeting:

*D.1.2 Sandra Luciani, Property Manager, First Service Residential Re: By-law 2023-69, Regarding the time waste is put out to the curb (For Council Consideration)*

*Moved by: Councillor Ardiel Seconded by: Councillor Porter*

*THAT, Council of the Town of The Blue Mountains receives the May 22, 2025 correspondence of Sandra Luciani, GCC No. 71 Property Manager First Service Residential, Re: By-law 2023-69 Regarding the Time Waste is Put Out to the Curb;*

*AND THAT Council direct staff to provide a report to Council to respond to the questions raised in the correspondence*

*Yay (5): Councillor Ardiel, Councillor Hope, Councillor Maxwell, Councillor McKinlay, and Councillor Porter*

*Absent (2): Mayor Matrosovs, and Deputy Mayor Bordignon*

Consideration was given to potentially changing existing By-law provisions. However, it was concluded that the specific rules do work towards the objective of the By-law, which is to reduce curbside waste problems and littering. The provisions are also consistent with many other municipalities, and the table below outlines a cursory search of area municipalities and the provisions related to waste set-out times.

Comparison of Municipal By-law Set-out Provisions

Municipality	By-law	Set-out Provision
The Blue Mountains	2023-69	3.1.4 All Collectable Waste shall be set out no later than 7:00 a.m. on the designated Collection Day and no earlier than 7:00 p.m. on the day prior.  3.1.5 The Owner of the Eligible Property shall remove Waste Containers set out by such Owner or Person in respect of such premise, together with any Waste that was not collected for any reason from the Collection Point as soon as possible after collection, but not later than 7:00 p.m. on the designated Collection Day.
County of Muskoka	S-600	Garbage must be placed out for collection by 7 a.m. on the scheduled day but not earlier than 7 p.m. the night before.
County of Simcoe	7068-24	Approved Containers no later than 7:00 a.m. on the Collection Day and no earlier than 5:00 p.m. on the day prior,
Barrie	2024-044	no earlier than 7:00 p.m. on the day before their scheduled collection day, and no later than 7:00 a.m. on collection day.
Owen Sound	2005-151	set out no earlier than 4:00 p.m. the evening before collection and no later than 8:00 a.m. on the day of collection (except in the Downtown Collection Area where the timeline differs slightly).  Waste containers and uncollected waste must be removed by 8:00 p.m. on the collection day.

Municipality	By-law	Set-out Provision
Grey Highlands	2023-084	All carts must be at the curb no later than 7:00 a.m. on your schedule collection day. Carts must be taken back in from the curb no later than 11:59 p.m. on your scheduled collection day, whether collection occurred or not.

The provisions are consistent with having a designated period for waste set-out. The exact time is consistent with some other municipalities. Other municipalities do not have the AMP By-law to assist with enforcement of the rules. However, Town staff believe having the ability to enforce important provisions is a critical part of ensuring rules are followed.

The table below deals specifically with the noted correspondence from the June 2nd motion. The Town responses address the comments and questions and also explain the rationale behind the AMP related provisions.

Question/Comment	Town Response
Request for an exemption for some residential areas.	This is not practical and defeats the purpose of the provision, which is to limit the amount of time waste is left at the curbside, for aesthetic reasons and prevention of litter via animals, wind and snow control operations.
Residents nor management were advised of the new By-law	The Town has and will continue to communicate the rules within the By-law and the related fines (more and new communication efforts are outlined below).
By-law passed in 2023, why did enforcement begin in April 2025?	Most enforcement is complainant based. The April enforcement was the result of a complaint about garbage being set out too early. (This is another reason to not have exempt areas – residential areas are not homogeneous. The way in which residents reside in their homes is variable in all areas and the rules are created to benefit the whole, not the parts.)
“80% of owners do not live on site permanently and are usually gone by 1 pm on Sundays”	This is one of the reasons for the provision. Residents that leave their home on a Sunday and leave waste materials have little accountability for what might happen to the materials, since they are not there. The result is empty bins, uncollected items and or strewn waste being left for the remainder of the week, and often the neighbours are left to clean up the mess or make a complaint to the Town. Town Staff are also left to clean up the waste.

Question/Comment	Town Response
Animal proof containers are being used, and the condo corporation is responsible to clean up if litter does get spread.	The use of animal proof containers is applauded, and the Town is encouraged that the Condo Corporation currently has a stated responsibility to clean up litter materials. These internal arrangements can change and have inconsistent application and for this reason the Town and all residents benefit by keeping the rules consistent.

Other Considerations By-law Compliance

The Town By-law does explicitly permit the use of stationary waste boxes. This option allows the resident to leave bagged waste in an enclosed stationary box at the property line. The Town’s contracted collection crews and Circular Material’s crews for recycling, retrieve bagged materials from the stationary boxes. This commonly used stationary box allows the resident to put waste out at any time and with the use of bags makes the trip to the curb one-way for the resident. The residents do not need to retrieve empty bins following collection.

Yard waste material is included in the set-out restrictions. Although yard waste may not attract animals, it does have the potential to get strewn by weather and impede snow plowing. It is also a habit of some residents to put yard waste bags to the curb outside of the designated collection time of the year (currently 8 designated weeks), which can be unappealing for surrounding neighbours.

Recommendation

Staff recommend a new form of communication to assist in notifying and educating residents of the rules and the objective of the specific provisions. Staff have concluded that it is important to have consistency in By-law application and upholding the existing provisions will provide for the desired outcome of tidy and litter-free neighbourhoods.

Operations, By-law and Communications staff will work together to create and deliver an infraction notice program. This program will include a door card (Attachment 2) to initially inform the residents of the waste management related infraction. The door card will specifically outline the infraction and educate on the related fines. If the infractions persist, cause complaints or other undesirable outcomes, a fine will be incurred to the property.

This warning notice is not guaranteed or required under the By-law and if the infraction is deemed to be causing an immediate litter problem, a fine will be issued without leaving a notice.

The Town is also updating the infraction sticker (Attachment 3). This sticker can be left by the contract collector on the bag or non-collectable material. The sticker will include more education and notice on related infractions and fines. This will form an additional method of notice and education that connects with the residents directly and immediately.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

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This new By-law and the associated fines will work to deter actions and behaviours that result in litter, which has a negative impact on the community and the natural environment.

## **G. Financial Impacts**

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The communication avenues are no cost to low-cost options or modifications to existing and future publications.

## **H. In Consultation With**

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Allan Gibbons, Manager of Communications and Customer Service

Debbie Young, Manager of By-law & Licensing

## **I. Public Engagement**

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The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Jeffery Fletcher, Manager of Sustainability & Solid Waste [managersolidwaste@thebluemountains.ca](mailto:managersolidwaste@thebluemountains.ca) .

However, the original By-law has been the subject of a Public Meeting and/or Public Information Centre which took place on **September 19, 2023**. Those who provided comments

at the Public Meeting and/or Public Information Centre, including anyone who has asked to receive notice regarding this matter, have been provided notice. Any comments regarding this report should be submitted to Jeffery Fletcher, Manager of Sustainability & Solid Waste [managersolidwaste@thebluemountains.ca](mailto:managersolidwaste@thebluemountains.ca) .

## **J. Attached**

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1. Attachment 1 - Communications and Education Plan 2025
2. Attachment 2 – Draft Door Card Notice
3. Attachment 3 – Draft Sticker Notice

Respectfully submitted,

Jeffery Fletcher,  
Manager of Sustainability & Solid Waste

Allison Kershaw  
Acting Director of Operations

For more information, please contact:  
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519-599-3131 extension 238

**Report Approval Details**

Document Title:	OPS.25.038 Waste Management and Litter Control By-law, Waste Set-out Provision.docx
Attachments:	- Attachment 1 Communications and Education Plan 2025.pdf - Attachment 2 Draft Door Card Notice.pdf - Attachment 3 Draft Sticker Notice.pdf
Final Approval Date:	Aug 15, 2025

This report and all of its attachments were approved and signed as outlined below:

**Jeff Fletcher - Aug 12, 2025 - 4:33 PM**

**No Signature - Task assigned to Alan Pacheco was completed by delegate Allison Kershaw**

**Alan Pacheco - Aug 13, 2025 - 10:10 AM**

**No Signature found**

**Adam Smith - Aug 15, 2025 - 11:25 AM**