



**THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN
LANDFILL COMMITTEE MEETING
AGENDA**

April 10, 2025

3:00 pm

St. Thomas School

14 Warren Avenue

Warren, Ontario

	Pages
1. Opening Remarks and Introduction	
2. Roll Call	
3. Disclosure of Pecuniary Interest and General Nature Thereof	
4. Approval of Agenda	
5. Approval of previous meeting minutes	3
6. New Business	
6.a Waste Management By-Law 2025-04	8
6.b Dump Store Update	
6.c Spring Clean-up Days	
6.d Construction Trailer for Landfill	
7. Date of Next Committee Meeting	
8. Adjournment	

**LA CORPORATION DE LA MUNICIPALITÉ DE
MARKSTAY-WARREN
COMITÉ DES DÉCHARGES
ORDRE DU JOUR**

le 10 avril 2025

15 h 00

École Saint-Thomas - Warren

	Pages
1. Remarques préliminaires et introductions	
2. Appel nominal	
3. Divulgence des intérêts pécunières	
4. Approbation de l'Ordre du Jour	
5. Approbation du procès-verbal de la dernière réunion	3
6. Affaires nouvelles	
6.a Waste Management By-Law 2025-	8
6.b Dump Store Update	
6.c Spring Clean-up Days	
6.d Construction Trailer for Landfill	
7. Prochaine rencontre	
8. Levée de la réunion	

MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
LANDFILL COMMITTEE MEETING FOR THE TERM OF 2022-2026

Thursday, February 13, 2025, 3:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Mayor & Council: Steven Olsen, Rachelle Poirier, Francine Bérubé, Kim Morris,
Ronny Theiss, Bonnie Bertrand

Staff: Denise Hamilton

1. Opening Remarks and Introduction

2025-LCM-01

Moved by: Steven Olsen

Seconded by: Rachelle Poirier

THAT the Landfill Committee meeting be called to order at 3:03

CARRIED

2. Roll Call

Regrets: Francine Landry

Other attendee: Cliff Gainsford @ 3:16 pm.

3. Disclosure of Pecuniary Interest and General Nature Thereof

No conflicts were tabled.

4. Approval of Agenda

2025-LCM-02

Moved by: Rachelle Poirier

Seconded by: Steven Olsen

THAT the Committee approve the agenda as presented.

CARRIED

5. Approval of Landfill Committee meeting Minutes from December 10, 2025

2025-LCM-03

Moved by: Rachelle Poirier

Seconded by: Bonnie Bertrand

THAT Committee approve the December 10th, 2024 meeting minutes.

CARRIED

6. New Business

6.1 Draft By-Law 2025-04 "Waste Management Bylaw"

By-Law was previously reviewed by two other committees.

Revised By-Law addresses items such as boxes at end of driveways. The other committees discussed penalties, tipping fees, permits, along with other suggested updates and confirmed that standards are to be outlined.

Committee discussed having garbage bins available within our community.

By-law to be streamlined with other municipalities (SEBBS).

Currently 4 garbage bags are allowed per unit. Discuss if more than 6 units per facility that alternate arrangements need to be made for pickup.

Concerns table regarding services we provide to our tax payers versus what other communities offer for their tax dollars.

Confirmed Rutland has a facility with 6 or more units. Request made to find out how many other residential buildings have 6 or more units within our community. Jacinthe Rochon will be tasked with this researching.

Once we have SEBBS feedback it will go to council for approval.

6.2 Recycling Update

North Bay's GFL is at capacity, we are now looking at Espanola next, then Timmins and Parry Sound.

Discussed having organizations such as Minor League Hockey Association place and maintain bins as an opportunity of income for the organization.

Discussed if E360 contract included bins for recycling.

Confirmed that St. Charles currently recycles, need to confirm where and how their recycling is managed.

By the year 2026 we need to start recycling. Need to look into Sturgeon Falls' sign that they will take some recycled products. Discussed that there are larger companies who will take pre-sorted recycled products. Also discussed approaching Province for support or starting a recycling processing plant in our community.

It was recommended we look into grants for recycling.

Once we have staff we can conduct research for having a non-profit company run insinator and have other municipalities involved to assist with costs.

CAO to contact City of Greater Sudbury Mayor to consider taking our recycled goods.

Discussed having two bins at arena for cans and/or cardboard, once full bring to dump. Municipal land can be used as a distribution centre for recycling however such sorting operations will require more staff.

Confirmed bins should be installed as soon as possible to move forward with recycling. It was recommended deferring this until the spring. Discussed where to house the bins. This agenda item to be added to April's agenda and CAO will contact recycling group to manage and Public Works Manager to look for area around our community.

Discussed storing cardboard at the dump to start and to inform the community who may not be aware they can bring cardboard to dump. Newsletter letter and website article to be created to inform the public.

Cliff Gainsford to provide contact information of person who is pickup up bear cans and batteries from the dump and cashing them in.

6.3 Dump Store Update

Dump Store form template circulated for review, it still needs to be translated then incorporated into our newsletter and placed on our municipal website.

Recommended to omit hours of operations "Open" dates and time so we can coincide with dump site schedules.

6.4 Spring Clean-up Days

Confirming Spring Clean 2025 and fall 2025, May.

People have to call or register for pickup.

Recommended that an online site be used for citizens to list what they have, this will allow other citizens to shop online for items they may require minimizing pickups required by the municipality. Recommended Kijiji site who currently has free items available site.

Discussed services for back roads and the importance of having items for pickup registered. There is a concern that people from other municipalities may bring their items and leave them at our roadsides.

Discussed having loader followed with a tandem to pickup items to be delivered to dump.

Consideration to be made to have free tipping fee days so citizens can bring their items to the dump at no cost.

Suggested we wait to see if we have interest in the Dump Store program to minimize our need to pickup. Committee members agreed.

6.5 Plan for space utilization at the dump

Update forthcoming in early Spring, further ideas are being considered.

Discussed map which indicates you can dig 6 to 8 feet down, trees can be cleaned to make room.

Confirmed staffing is a concern.

6.6 Other

Municipality of St. Charles has Municipal Yard Sale listings. Consideration to be made for our Municipal Website to list residential yard sale dates and addresses, or having a community events for yard sales. COA to write an article on this.

Discussed concern of having a C-Can at the dump to house our employee, councillor indicates it is inhuman and staff would have the right to refuse work under such conditions. Propane heater to be considered to heat the C-Can, concern with this is the storage of propane so that it does not get stolen. Cold floor is also an issue. Buddy heater suggestion also tabled as an alternative.

Committee agrees that the Municipality will purchase an alternate heating source or a construction trailer. John Nipius can be contacted for more information.

7. Date of Next Committee Meeting

The next Landfill Committee meeting be scheduled for April 10th, 2025 @ 3:00 pm.

8. Adjournment

2025-LCM-04

Moved by: Steven Olsen

Seconded by: Rachelle Poirier

TAHT the Landfill Committee meeting be adjourned at 4:18.

CARRIED

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN

BY-LAW 2025-04

BEING A BY-LAW TO PROVIDE FOR THE COLLECTION, REMOVAL AND DISPOSAL OF WASTE, RECYCLABLE MATERIAL AND OTHER WASTE WITHIN THE MUNICIPALITY OF MARKSTAY-WARREN

WHEREAS Section 10 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a single-tier municipality may pass By-laws to provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS the Municipality of Markstay-Warren deems it desirable to establish, maintain and regulate a system for the collection, removal, recycling and disposal of Waste within the Municipality of Markstay-Warren;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN ENACTS AS FOLLOWS:

1. DEFINITIONS:

- 1.1 **“Animal Carcass”** means the whole or partial body of a deceased animal, not including spoiled or rotten cuts of meat that were intended for human or household pet consumption.
- 1.2 **“Approved Curbside Household Waste Container”** means a plastic bag that is securely tied or cinched closed that is no heavier than thirty-five (35) pounds or fifteen (15) Kilos when filled with Waste. Said bag may be contained within another container so long as the bag is easily removed from said container.
- 1.3 **“Approved Curbside Recycling Container”** means any open container, no larger than one (1) meter cubed and no heavier than eighteen (18) Kilos when filled with recyclable Waste.
- 1.4 **“Ashes”** means the solid residue of any fuel for heating or cooking purposes, and soot or other cleanings from chimneys, fireplaces or heating appliances.
- 1.5 **“Brush”** means trees or any part thereof, bushes or any part thereof, and/or grass cuttings.
- 1.6 **“Bulky Waste”** means any single item of Waste with at least a single dimension larger than thirty (30) centimeters and/or a single item of Waste that weighs in excess of five (5) Kilos. This definition does not include properly flattened cardboard.
- 1.7 **“Commercial Waste”** means any Waste that is generated through the operations of a commercial business.
- 1.8 **“Construction Waste”** means any Waste generated during, or intended for use in the demolition, renovation or construction of any building, structure or property or parts thereof and shall include fill.
- 1.9 **“Collection Contractor”** means a person, limited company or corporation retained by the Municipality to collect, remove, transport and deliver Waste and recyclable materials.

- 1.10 **“Curbside Waste Box”** means a fully enclosed box constructed of a sturdy material that is no longer than two (2) meters, no taller than one (1) meter and no deeper than one (1) meter. Said box must be constructed competently to withstand destructive wildlife and limit smells attractive to wildlife from escaping. Said box must have a lid with a latching system to deter wildlife from accessing its contents but must be easy to open for collection. Said box may not be a refrigerator or other similar repurposed item.
- 1.11 **“Electronic Waste”** means any electronic Waste such as but not limited to monitors, televisions, computers, telephone and cellular devices, audio and video devices, printing and copying devices.
- 1.12 **“Hazardous Waste”** means any Waste that has the potential to harm anyone through inadvertent handling of said Waste and also means the usual containers for, or any other container that at one time held said Waste, empty or otherwise. This includes but is not limited to any materials that are or may become under any reasonable circumstances:
- i) Corrosive
 - ii) Toxic
 - iii) Reactive
 - iv) Combustible
 - v) Flammable
 - vi) Explosive
 - vii) Pressurized
 - viii) Sharp (e.g. glass, knives, sewing needles, etc....)
 - ix) Biohazardous (excluding household pet Waste and dirty diapers)
 - x) Carcinogenic
- 1.13 **“Household Waste”** means all waste generated during the usual daily activities of an individual but does not include bulky waste, scrap metal, commercial waste, construction waste, brush, hazardous waste, electronic waste, recyclable materials, liquid waste or animal carcasses.
- 1.14 **“Landfill Site”** means the site located at 405 Gervais Rd, designated and operated by the Municipality for the disposal or transfer of Waste in accordance with the provisions of this By-law and the terms and conditions of a Certificate of Approval issued by the Ministry of the Environment, Parks and Conservation.
- 1.15 **“Liquid Waste”** means any Waste that does not comply with the slump test as per the test method set out in Ontario Regulation 347 in Schedule 9, as amended pursuant to the Environmental Protection Act, R.S.O. 1990, c.E.1 9.
- 1.16 **“Municipality”** means the Municipality of Markstay-Warren
- 1.17 **“Municipal Law Enforcement Officer”** means anyone appointed by the Municipality of Markstay-Warren to enforce the provisions of this By-Law.
- 1.18 **“Recyclable Materials”** means any material that is accepted by the Municipality’s recycling program.
- 1.19 **“Resident”** means a rate payer of the Municipality of Markstay-Warren and/or an individual who permanently resides in the Municipality of Markstay-Warren.
- 1.20 **“Scrap Metal”** means any materials with metal content including electrical appliances, aluminum siding, bedsprings and metal beds and/or articles acceptable to the scrap metal program.
- 1.21 **“Secured Load”** means the transportation of waste in such a way that it won’t be spilt, dumped, spread or deposited onto municipal or private property or municipal roadways or ditches by the act of moving the waste.

- 1.22 **“Tipping Fees”** means a waste disposal fee, as established by the Fees and Related Charges By-law, as amended from time to time.
- 1.23 **“Unsecured Load”** means the transportation of waste in such a manner that would allow for waste to be deposited, spread, split, dumped or blown onto municipal or private property or municipal roadways or ditches.
- 1.24 **“Waste Container”** means a container that is placed at a location by the Municipality for the disposal of Household Waste or Recyclable Materials.
- 1.25 **“Waste”** means any garbage, refuse and other unwanted materials.

2. CURBSIDE COLLECTION

- 2.1 The Municipality has the authority to designate what kinds of materials are to be collected through curbside collection and how much of each kind of material may be collected per household or business as outlined in Schedule ‘A’. Waste that is not specified in Schedule ‘A’ will not be picked up.
- 2.02 Only the amount of waste specified in Schedule ‘A’ or waste that has been appropriately tagged with an additional garbage tag will be picked up.
- 2.02 Collection day(s) will occur on a set, regular schedule as determined by the Municipality but may not occur if a collection day falls on a statutory holiday as determined by the Municipality. If a collection day falls on such a day the Municipality will inform residents of when the next collection day will be and will attempt to make the next collection day be as soon as is practical.
- 2.03 Waste for collection must be placed in a location where it is readily visible from the road and able to be easily and safely reached for collection. Waste that is not visible from the road or not easily and safely reachable will not be collected.
- 2.04 No person shall place Waste:
 - i. in a location that disrupts vehicle or pedestrian traffic,
 - ii. on public roadways or sidewalks; or,
 - iii. in a location that disrupts the use of shared driveways for other residents also using said shared driveway.
 - iv. out for curbside collection any Waste other than materials as defined in Schedule “A”.
- 2.05 In the event of a hazardous weather event that inhibits the ability to safely operate a curbside collection vehicle or safely collect curbside waste, curbside collection will not take place until it is safe to do so. The Municipality will inform residents of when the next curbside collection will occur and will attempt to make the next collection day be as soon as is practical.
- 2.06 All Waste that is placed out for curbside collection must be sorted. All Recyclable Waste must be placed in an Approved Curbside Recycling Container. All Household Waste must be placed in an Approved Curbside Household Waste Container. Waste that is not sorted and placed in appropriate containers will not be collected.

- 2.07 Cardboard placed out for curbside collection must be properly broken down, bundled and tied
- 2.08 No person shall cause or allow any uncollected Waste and/or any curbside waste container to remain curbside after 7 PM the same day that collection was scheduled to occur unless they are kept securely in a Curbside Waste Box.
- 2.09 No person shall cause or allow any Waste to be placed curbside before 6 AM the same day that collection is scheduled to occur unless it is kept securely in Curbside Waste Box.
- 2.10 All Waste that is placed out for curbside collection must originate from the household whose property it is located on. No person shall place or allow the Waste from one household on another household's property.
- 2.11 If a Curbside Waste Box cannot be opened or accessed easily, Waste will not be collected. The lid of the Curbside Waste Box as well as a path from the roadway to the Curbside Waste Box must be kept clear of snow and other obstructions so as to permit easy removal of Waste for collection.
- 2.12 No person shall cause or allow more than one Curbside Waste Box to be located on their property.
- 2.13 No person shall allow a Curbside Waste Box to become soiled with loose debris, waste or any other materials that could attract wildlife.
- 2.14 No person shall use any container as a curbside waste box unless that container meets the definition of a curbside waste box as defined in Section 1.10 of this By-Law
- 2.15 No person shall allow a curbside waste box on their property unless the property is Municipal, or Commercial, or defined as a trailer park or apartment building with four (4) or more apartments.
- 2.16 Section 2.14 shall not apply to residential properties that have a curbside waste box that existed on the property before May 1, 1999. No person who meets this exemption shall replace the curbside waste box in the event that it is destroyed.
- 2.17 No person shall place any Hazardous Waste out to be removed for curbside collection.

3. GENERAL RESTRICTIONS:

- 3.1 No person shall deposit any Waste in any location within the Municipality except at the Landfill Site or any Waste Containers established in accordance with this By-Law unless it is placed out for curbside collection in accordance with Section 2 of this By-Law.
- 3.2 No person shall scavenge, interfere with, remove, exchange or scatter any Waste found at a Landfill Site, in Waste Containers or Waste that has been placed out for curbside collection.
- 3.3 No person shall dispose of any cardboard or cardboard boxes that are not opened and flattened at the Landfill Site, for Curbside Collection or in any other Waste Containers.

4. LANDFILL SITE RESTRICTIONS

4.1 While at any Landfill Site:

- a. No person shall deposit or dispose of any Waste brought from outside of the Municipality
- b. No person shall dispose of any Hazardous Waste that is specified by the Municipality as only disposable on hazardous Waste disposal days, on any day that is not a hazardous Waste disposal day.
- c. No person, who is not a resident of the Municipality, shall deposit or dispose of Waste in the Municipality, unless the person is from a municipality or township that has a Waste Disposal Services Agreement with the Municipality or unless that person is a contractor, probably doing work for a resident of the municipality.
- d. Every person depositing or disposing of Waste shall, upon request from any municipal staff, provide proof of their residence.
- e. Every person shall first report to the municipal staff when entering the landfill site. The municipal staff has the right to inspect all material entering the landfill site and may refuse any material or Waste. No person shall restrict municipal staff from inspecting all material entering the landfill site.
- f. No person shall dispose of waste without presenting a valid tipping pass to the landfill attendant
- g. Every person disposing of Waste shall deposit the Waste in the areas designated by the municipal staff.
- h. No person shall deposit or otherwise dispose of any Waste at the Landfill Site except during the advertised hours of operation.
- i. No person shall enter the landfill site except during the advertised hours of operation or as authorized by the municipality.
- j. No person shall enter the landfill site with an unsecured load.
- k. Every person disposing of waste shall follow any instructions given by the municipal staff as they relate to the disposal of waste.
- l. Every person shall follow any and all signs placed by the municipality at a landfill site as they relate to the disposal of waste and regulation of the landfill site.

4.2 The municipality has the right to not accept any waste that is brought to the landfill site if it is determined that that waste could cause undue danger to municipal staff or if the waste itself is prohibited.

- 4.3 The municipal staff has the right to impose a Tipping Fee for the disposal of materials as set out in the Municipality's Fees and Charges By-Law, the owner of said Waste must first remit said Tipping Fee before entering the site.
- 4.4 The Municipality reserves the right to restrict access to the landfill site to any individual or firm as a result of contravention(s) to this By-law or rude or violent behaviors.
- 4.5 All persons wishing to dispose of waste at the landfill site must first purchase a tipping pass. A tipping pass can be purchased either at the Municipal office or the Rustic Café (15 Rutland Ave). No person shall deposit waste at a landfill site without first purchasing a tipping pass. Tipping passes shall be made in the form of defined in Schedule "B".
- 4.6 All persons working as a contractor for a rate payer of the municipality wishing to dispose of construction waste at the landfill site must first purchase a construction pass. A construction pass can be purchased at the municipal office. No contractors shall deposit waste at a landfill site without first purchasing a construction pass

6. ENFORCEMENT

- 6.1. Every person who contravenes any provision of this By-Law is guilty of an offence and upon conviction shall be liable to a fine prescribed and recoverable under the provisions of the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended, for each offence committed.
- 6.2. The Administrative Monetary Penalty System By-law applies to each administrative penalty issued pursuant to this Bylaw.
- 6.3. No person shall hinder or otherwise obstruct, nor attempt to hinder or obstruct, either directly or indirectly, an Officer, an employee and/or agent of the Municipality in the lawful exercise of a power or duty under this By-Law.
- 6.4. Each person who contravenes any provision of this By-law shall, upon issuance of a penalty notice in accordance with Administrative Monetary Penalty System By-law, be liable to pay to the Municipality an administrative monetary penalty.
- 6.5. Upon registering a conviction for a contravention of any provision of this By-Law, the Provincial Offences Court may, in addition to any other remedy and to any penalty imposed by this By-Law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

7. SEVERABILITY

- 7.1. Should a court of competent jurisdiction declare a part or whole of any provision of this By-Law to be invalid or of no force and effect, the provision or part is deemed severable from this By-Law, and it is the intention of Council that the remainder survive and be applied and enforced in accordance with its terms to the extent possible under law.

8. SCHEDULES

- 8.1 Schedules "A", "B" & "C" shall be deemed to form part of this by-law.

9. SHORT TITLE

9.1 The short title of this By-Law shall be the “Waste Management By-Law”.

10. AUTHORITY

10.1 This By-law shall supersede and rescind any by-laws inconsistent with this By-law.

10.2 This By-Law shall come into force and take effect on the day it is passed.

READ A FIRST, SECOND AND THIRD)	
)	_____
)	MAYOR
TIME AND FINALLY PASSED THIS)	
)	
)	_____
_____ DAY OF APRIL 2025)	CLERK

**SCHEDULE “A”
WASTE MANAGEMENT BY-LAW 2025-XX
MUNICIPALITY OF MARKSTAY-WARREN**

CURBSIDE COLLECTION

All residential permanent and seasonal dwellings shall be limited to 5 bags of household waste of the prescribed size and weight per dwelling unit, per pick-up.

All commercial businesses shall be limited to 6 bags of waste, per business, per pick-up.

There shall be no limit to the amount of recycling to be picked up.

If a business requires additional bags of garbage for disposal, tags for additional garbage bags may be purchased at the Municipal office at the cost of \$3.00 per tag.

SCHEDULE "B"
WASTE MANAGEMENT BY-LAW 20XX-XX
MUNICIPALITY OF MARKSTAY-WARREN

TIPPING PASSES

**SCHEDULE “C”
WASTE MANAGEMENT BY-LAW 20XX-XX
MUNICIPALITY OF MARKSTAY-WARREN**

PART 1 – PROVINCIAL OFFENCE ACT FINES

ITEM	COLUMN 1 SHORT FORM WORDING	COLUMN 2 PROVISION CREATING OR DEFINING OFFENCE	COLUMN 3 SET FINES
1.	Place Waste in a location that disrupts traffic	Section 2.04 (i)	150.00
2.	Place Waste on a public roadway or sidewalk	Section 2.04 (ii)	150.00
3.	Place Waste in a location that disrupts the use of a shared driveway	Section 2.04 (iii)	150.00
4.	Cause or allow unsecured Waste or Waste Containers to remain curbside after 7PM	Section 2.08	75.00
5.	Cause or allow unsecured Waste to be placed curbside before 5AM	Section 2.09	75.00
6.	Place or allow Waste from one household on another household’s property	Section 2.10	100.00
7.	Cause or allow more than one curbside Waste box to be located on property	Section 2.12	125.00
8.	Allow a curbside Waste box to become soiled	Section 2.13	75.00
9.	Allow an improper curbside Waste box	Section 2.14	
10.	Allow a curbside Waste box on a residential property	Section 2.15	
9.	Place hazardous Waste out for curbside collection	Section 2.17	350.00
10.	Deposit Waste in a location except landfill sites, Waste transfer sites or other Waste Containers	Section 3.1	250.00
11.	Deposit Waste at landfill or Waste transfer sites outside of the hours of operation	Section 3.2	150.00
12.	Scavenge, interfere with, remove, exchange or scatter Waste	Section 3.3	75.00
13.	Deposit Waste from outside the municipality	Section 4.1 (a)	135.00
14.	Deposit Waste while not a resident	Section 4.1 (c)	135.00
15.	Fail to provide proof of residence when requested	Section 4.1 (d)	135.00
16.	Fail to report to municipal staff upon entering site	Section 4.1 (e)	135.00
17.	Fail to present a valid tipping pass	Section 4.1 (f)	
18.	Fail to deposit waste in an area designated by municipal staff	Section 4.1 (g)	135.00
19.	Deposit waste outside of hours of operation	Section 4.1 (h)	
20.	Enter landfill site outside of hours of operation	Section 4.1 (i)	
21.	Enter landfill site with an unsecured load	Section 4.1 (j)	

22.	Fail to follow instructions from municipal staff	Section 4.1 (k)	
23.	Fail to remit tipping fee	Section 4.2	135.00
24.	Deposit waste without a valid tipping pass	Section 4.5	
25.	Dispose of construction waste without a construction pass	Section 4.6	
43.	Obstruct an Officer	Section 6.3	350.00

NOTE: Penalty Provisions for the offences indicated above is Section 6.1 of the By-law 2025-XX, a certified copy of which has been filed.