



City of Kingston
Report to Environment, Infrastructure & Transportation Policies Committee
Report Number EITP-25-008

To: Chair and Members of the Environment, Infrastructure & Transportation Policies Committee

From: Brad Joyce, Commissioner, Infrastructure, Transportation & Emergency Services

Resource Staff: Karen Santucci, Director, Public Works & Solid Waste

Date of Meeting: February 11, 2025

Subject: Recycling Transition and Automated Cart-Based Garbage Pick Up Update

Council Strategic Plan Alignment:

Theme: 3. Build an Active and Connected Community

Goal: 3.2 Beautify City streets and spaces.

Executive Summary:

On September 5, 2023, Council received and approved [Report Number EITP-23-010 Automation of Solid Waste Collection System](#) including the following recommendations:

That Council direct staff to transition to an automated solid waste system and to incorporate the necessary budget impacts into future capital and operating budgets, as outlined in Report Number EITP-23-010; and

That Council direct staff to provide a report to Council recommending required amendments to existing City by-laws to facilitate the transition to collection of solid waste via a cart collection system.

On April 9, 2024, an update on recycling was provided to EITP through [Report Number EITP-24-014 Blue Box Transition Update](#) which included an overview of the transfer of responsibility for recyclables from the City to the provincial extended producer responsibility (EPR) model.

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On May 7, 2024, Council received and approved [Report Number EITP-24-009](#) Recycling Transition Update/Cart-Based Waste Collection including the following recommendations:

That Council direct staff to implement a weekly cart-based collection system for Garbage and Source Separated Organics, based on ~120L carts for each residential unit; and

That Council direct staff to offer, at a cost or through exemptions, 240L carts for garbage collection for each residential unit; and

That Council direct staff to investigate the potential to create a program for bulky item and excess garbage collection; and

That Council direct staff to investigate additional diversion programs after the cart-based waste collection launch in 2025 and return with options for Council consideration.

The automated cart-based collection system will be initiated this year on July 1st for specific areas affecting approximately 15,000 homes, as the City is expecting delivery of the five new automated garbage trucks in the second quarter. Contracts are in place for the purchase of the first 15,000 carts to support automated cart-based collection. Communication planning is underway and will be implemented beginning in Q2 2025 using both digital and print communications tools to ensure broad community awareness of the change.

The current bag tag and double bag week program will remain in place until options are presented and approved as per the May 7, 2024 direction from Council. Recognizing the financial pressures facing some of our residents, staff will be implementing in Q2 of this year a one-year pilot program through the Municipal Fee Assistance Program (MFAP) to reduce the cost of bag tags from \$4.00 to \$2.00 for lower-income households.

Blue box collection and processing will transition from the City to the new EPR model on July 1 as well. This program is being managed by Circular Materials Ontario (CMO) which has contracted Emterra Environmental to manage the collection of recyclable material in the City of Kingston and Waste Management Canada to manage the processing of the materials. It is not expected that residents will observe any change in their materials collection on the transition date, aside from the name of the collection contractor.

The City's Material Recovery Facility (MRF) on Lappan's Lane will close for processing on June 30, 2025. A portion of this property has been sold, and remaining diversion activities will move to alternate locations on this property. About two months prior to the July 1 transition date, CMO will be communicating the changes as a result of the EPR system. Most municipalities which have already moved to this model have not reported any significant issues or concerns during their transition.

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The City of Kingston currently operates a Recycling Depot Drop-off site on Lappan's Lane. This site accepts recyclable materials from Kingston and partnering municipalities. Circular Material Ontario (CMO) has approved funding for the operation of this site through to December 31, 2025, and staff costs not covered by this funding have been accounted for in the 2025 budget. Under the new legislation, ineligible sources will not be permitted to drop off materials (these include private businesses, industrial, commercial, and not-for-profit organizations), but during the transition period of July 1, 2025 to December 31, 2025, CMO will allow non-eligible sources to drop items off. Beyond this year, a further contract is required through CMO for funding the operation of the depot and staff have submitted an application to CMO for this. Once advised of the outcome of the application, staff will provide a further report outlining financial and operational considerations for continuing the Recycling Depot Drop-off.

There are a number of by-law changes that will be required to remove the recycling collection and processing provisions from the City's existing by-laws and ensure the requirements for automated cart collection are properly reflected in the by-laws. The following by-laws require amendments:

- By-law Number 2014-5, "A By-Law to Provide for and Regulate a Solid Waste Management System"
- By-law Number 2005-100, "A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property Within the City of Kingston"
- By-law Number 2007-136, "A By-Law to Provide for Maintaining Land in a Clean and Clear Condition"
- By-law Number 2025-6, "Fees and Charges By-Law, 2025"

Recommendation:

That the Environment, Infrastructure & Transportation Policies Committee recommends to Council:

That City of Kingston By-Law Number 2007-136, "A By-Law to Provide for Maintaining Land in a Clean and Clear Condition", as amended, be further amended, as per Exhibit A to Report Number EITP-25-008; and

That City of Kingston By-Law Number 2005-100, "A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property Within the City of Kingston", as amended, be further amended, as per Exhibit B to Report Number EITP-25-008; and

That City of Kingston By-Law Number 2014-5, "A By-Law to Provide for and Regulate a Solid Waste Management System for The Corporation of the City of Kingston", as amended, be further amended, as per Exhibit C to Report Number EITP-25-008; and

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That City of Kingston By-Law Number 2025-6, “A By-Law to Establish Fees and Charges to Be Collected by The Corporation of the City of Kingston”, as amended, be further amended as per Exhibit D to Report Number EITP-25-008;

That staff report back to the Environment, Infrastructure and Transportation Policies Committee before Q4 2025 outlining the possible operating arrangements for a recycling drop off depot post 2025; and

That Council authorize the Director of Public Works & Solid Waste to approve any agreements and other documents related to the funding and services required for the services related to Circular Materials Ontario, in a form satisfactory to the Director of Legal Services.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Brad Joyce, Commissioner,
Infrastructure, Transportation &
Emergency Services**

p.p. ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

**Lanie Hurdle, Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

- | | |
|---|-------------------------------------|
| Paige Agnew, Commissioner, Growth & Development Services | <input checked="" type="checkbox"/> |
| Jennifer Campbell, Commissioner, Community Services | <input checked="" type="checkbox"/> |
| Neil Carbone, Commissioner, Corporate Services | <input checked="" type="checkbox"/> |
| David Fell, President & CEO, Utilities Kingston | Not required |
| Desirée Kennedy, Chief Financial Officer & City Treasurer | Not required |

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Options/Discussion:

Background

Recycling Transition

The provincial *Resources Recovery and Circular Economy Act, 2016* requires that producers be responsible for their products and packaging once they reach the end of their lifecycle and are disposed of. The transition to the new Extended Producer Responsibility (EPR) model will see the City of Kingston no longer responsible for the collection and processing of recyclable materials as of July 1, 2025. Producers work with Producer Responsibility Organizations (PROs) to meet their responsibilities. Circular Materials Ontario (CMO) is the PRO that is responsible for establishing the collection and processing system of blue box materials. Currently, there are no reported issues with the transitioned municipalities, with operations continuing uninterrupted.

The City of Kingston will transition to EPR on July 1, 2025. The period from July 1, 2025, to December 31, 2025 is termed the transition. January 1, 2026, is the date on which all municipalities will have transitioned and is termed post transition. During the transition period, the levels of service must remain consistent with what they were in 2023. Post transition, the producers may make province-wide changes to some of the existing rules.

Recycling Collection

With recycling collection by the City ending July 1, 2025, the City's fleet of seven recycling trucks will become redundant. Six of the vehicles that will be redundant are beyond their intended lifetime and will be sold at auction. The one newer vehicle within the fleet will undergo a detailed condition assessment with the intent to sell or repurpose the vehicle.

The City contracts collection of recyclables in the east, west, and north sections of the city to E360 Solutions. This contract will be terminated effective July 1, 2025. Anticipating changes forthcoming based on the provincial move towards the EPR model, staff had a termination clause built into the contract, but there is an associated cost of \$275,285 (as was previously communicated to Council through [Report Number EITP-24-014](#)) and this is contained in the 2025 budget.

Emterra Environmental has entered into a contract with CMO to be the new collection contractor post transition. Emterra will work with the City on routes and pick-up dates to ensure a seamless continued operation of recycling collections within the City. It is anticipated that CMO will begin communications with residents approximately two months prior to the transition to educate and inform them of the changes that they may experience. The City will ensure that the website has been updated to provide appropriate contact information for residents having concerns with collections or processing post transition.

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There are currently a small number of locations that the City collects recycling from that will not be eligible for collection post transition. The regulations for collection are provincially mandated and are the same for every municipality. The new Blue Box regulation (Ont. Reg. 391/21) identifies the entities that must be serviced by producers during the transition and post transition periods. These entities are referred to as eligible sources and are listed below.

Eligible Sources include:

- residential homes (permanent or seasonal)
- residential units in mixed use buildings
- multi-residential buildings (apartments and condominiums)
- schools (public and private, elementary to secondary, but not post-secondary)
- for-profit long-term care and retirement homes receiving community blue box collection (if service was received as of August 15, 2019)
- non-profit long-term care facilities and retirement homes
- public spaces (i.e. community parks, sidewalks)
- permanent or seasonal households within campgrounds and trailer parks

Under the regulation, CMO has no legal obligation to collect blue box material from non-eligible sources during or after transition. Non-Eligible Sources include:

- industrial or commercial properties (not including residential units on the property)
- not-for-profit organizations
- municipal buildings or facilities
- daycares
- places of worship (not including a residential home on the property)
- campgrounds and trailer parks for temporary stay
- commercial farms (not including a residential home on the farm property)

There are approximately 150 locations that currently receive collection but will not receive collection post transition due to the change in legislation, mainly comprised of churches, shelters, and daycares. Impacted organizations will be required to find alternate means of collection and processing of recyclable materials. Staff will develop a communication plan for affected parties with information on the new producer program and how it may affect them.

Recycling Processing

The City currently contracts the processing of recycling materials at the Material Recovery Facility (MRF) located at the Kingston Area Recycling Centre (KARC). Recycling processing at the MRF will end June 30, 2025, and as per Council's direction, a portion of the KARC property has been sold.

Effective July 1, 2025, Waste Management Canada (contracted by CMO) will conduct processing of recycling materials for this area. Waste Management is in the process of building

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a new processing facility in Napanee, but until it is operational, recyclable materials will be delivered to the Waste Management transfer facility in Kingston. Concerns raised by residents in the processing of recycling will be directed to Waste Management or CMO post July 1, 2025.

The City of Kingston currently operates a recycling drop-off depot at the Lappan's Lane facility for residents and businesses within the City of Kingston and those communities of South Frontenac, Loyalist Township, Howe Island and Wolfe Island that are partners for the operation of the facility. Each municipality pays their share of operating and capital costs based on usage. During the transition and post transition period, these partnerships will no longer exist, unless requested by CMO.

Until January 1, 2026, there is a legislated requirement under the EPR model that requires CMO to maintain some existing service levels currently provided to each municipality. As such, the City of Kingston was approved for limited funding to allow for the continuation of the recycling drop-off depot from the period of July 1 to December 31, 2025. After that date, CMO will be able to define services they operate within some set guidelines, but the City of Kingston has applied to CMO for funding the operation of the recycling drop-off depot beyond 2025. If even approved, the amount of funding may not cover the full operating costs, so regardless of the decision, staff will report back to Council with more details including an operational plan and costs to operate the facility. Currently, staff estimate that without funding, the annual cost is in the \$250,000 range.

With the sale of the MRF building and some of the property, the recycling drop-off depot will be moved to another spot on the property, funded through the sale proceeds. Similarly, the Household Hazardous Waste Facility (HHW) will also shift location on site.

Solid Waste Auto Cart Collection Transition

The initial implementation for the solid waste auto cart collection is to begin this July. The transition will require that residents be provided with collection carts that are compatible with the automated trucks equipped with the articulating arms, and the City would provide these carts for garbage and organics collection. Five of the automated trucks, (two electric battery and three diesel) are on order and scheduled to be delivered in Q1 and Q2 of 2025. During the 2025 initial rollout, the trucks will focus on routes in the north of Kingston and testing in more condensed areas in the west end and a small section in central Kingston. Focusing on the northern routes is important as the automated truck operation substantially reduces the risk that our staff are exposed to collecting under the current system on roads with speed limits above 50kph. Exhibit E shows the area that will be included in this initial rollout.

The new carts being provided to residents are 120 L for both garbage and source-separated organics carts. Residents will always have the option to increase to a 240 L cart for garbage collection with an annual cost of \$196 added to their tax bill and a one-time service fee of \$120 per cart. The one-time service fee will be waived if the change is made within three months of

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receipt of the 120 L cart. The one-time service fee will also apply whenever a resident is switching cart sizes with the exception that it will be waived if the switch is occurring within three months of a resident purchasing a property.

Each cart will have a bar code on it identifying the address to which it belongs. The City's contractor, IPL, will deliver the carts to those properties in the target areas a few weeks before the automated collection begins. Each cart will have a welcome package with information about the program.

By-law changes will be required to allow for the placement of carts in the front of residential properties, if the property does not have outdoor access to rear or side lots for storage. Discussions have occurred with Heritage staff to ensure that the placement of these carts will not violate any existing heritage policies.

Detailed communication plans are in development to ensure broad community awareness and include information sessions in the target neighbourhoods, digital media, and written literature that will be delivered with the carts. To support communications efforts, additional staff will assist with collections over the course of the first month. Staff will ensure carts are placed out properly to allow for collection and provide information and education to residents regarding the use and placement of carts. Staff will also work directly with residents with disabilities to determine how to best meet their needs. All this work will commence in the Spring.

Garbage Bag Tags

For many years, the City has allowed additional garbage bags to be set out each week through the bag tag program. Under the program, residents can place out additional garbage which has been tagged with a bag tag. Bag tags must be purchased by residents and placed on the bag, then placed out on their normal collection day for pick up. Under the automated collection system, the collection of tagged garbage bags not within a cart will be difficult as the trucks are not able to pick that up.

For areas of the City beginning automated collection, the garbage truck will alert a secondary truck of locations with additional bags, and these will then be picked up by a secondary truck. As per Council direction, staff will be reviewing options and bringing back a report on this and other initiatives for solid waste diversion prior to year end.

In December 2024, Council approved a change in bag tag fees from \$2.00 to \$4.00 per bag tag as part of updates to the 2025 Fees and Charges Bylaw. Following community feedback, staff have determined that the Municipal Fee Assistance Program (MFAP) is an appropriate means for low-income residents to purchase bag tags at a reduced rate. Staff are implementing a one-year pilot program commencing in Q2 of this year to sell bag tags to MFAP recipients for \$2.00. This program would be implemented at the City facilities of City Hall, KARC, INVISTA, Kingston East Community Centre, Rideau Heights Community Centre, Artillery Park and 1211 John Counter Blvd only, (as third-party sellers are required to buy the bag tags at full price for resale

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to residents). Based on the current number of households on the program, and an annual collection of 1.2 bags of garbage per household, cost of this would be approximately \$30,000 for 2025, and will be absorbed through current budgets.

In addition to bag tags, residents have expressed concerns with the double bag weeks. The City has typically run three double bag weeks on an annual basis. With the adoption of cart-based collection, this program may not be feasible. The staff report on solid waste diversion initiatives coming later this year will address this.

Analysis

By-Laws

Changes to the following by-laws are required as a result of both the transitioning away from municipally run recycling collection and processing programs, and the new automated collection program:

- By-Law Number 2014-5, “A By-Law to Provide for and Regulate Solid Waste Management System”
- By-Law Number 2005-100, “A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property Within the City of Kingston”
- By-Law Number 2007-136, “A By-Law to Provide for Maintaining Land in a Clean and Clear Condition”
- By-Law Number 2025-6, “Fees and Charges By-Law, 2025”

The following is a summary of the key changes to the above-noted by-laws:

- Remove any references to recycling processing and collections.
- Add in wording associated with automated cart collection for organics and garbage.
- Modify wording associated with manual collection.
- Fee for switching cart sizes.

The Solid Waste By-Law has been amended as follows:

- Removal of the definitions for Blue Box, Grey Box and removal of the definition for eligible properties for recycling collection.
- Creation of separate defined terms for automated collection, semi-automated collection and manual collection.
- Removal of the definition for KARC, as it will no longer be operated after July 1, 2025.
- In the section which addresses collection of waste, separate provisions have been added for automated collection and manual collection.
- There will be changes to the section that outlines the types of carts the City will provide to residents. All references to blue and grey bins will be removed from this section as they

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will be provided post transition by the collections contractor, Emterra. Wording will remain to specify that organics carts will be provided by the City and garbage carts will be provided in areas where automated collection is occurring.

- Wording has been added to allow for programs other than the bag tag program which may exist as part of the Automated Cart Program.
- The term Household Organics Receptacles will be removed and instead the term Organics Receptacle will be used in reference to conditions for household organics collection. This allows for the usage of these containers for customers other than households such as school-based programs.
- Conditions for Recyclable Materials Collection will be removed. Residents would look for these conditions to be advertised on the collections contractor's website.
- Conditions for Delivering Recyclable Materials to KARC will be removed as KARC will no longer be in operation. Collection for Delivering Yard Waste Materials to KARC will be changed to read Waste Site.
- A full section will be added to specifically deal with automated and semi-automated collection. This section will identify the requirements for placing automated carts out for collection.

The Schedules to the Solid Waste By-Law have been amended as follows:

- Schedule A – Levels of Service for Collection for Eligible Properties - Recycling material will be removed.
- Schedule D - Recyclable Materials will be removed.
- Schedule E – Levels of Service for Waste Management Facilities for Eligible properties, KARC has been removed from the descriptions and replaced with Lappan's Lane, and Material Recovery Facility at KARC, has been removed as it will be managed by CMO if it is determined to go forward.
- Schedule H – Level of Service for Free Waste Receptacles for Eligible Properties – Recycling Receptacles (blue box, grey box and cart) will be removed, Green Bin will be renamed Organics Receptacle, Garbage Receptacles will be renamed Manual Collection Garbage Receptacles, and a column will be added for Automated Collection.

By-law Number 2005-100 "A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property Within the City of Kingston" requires a few changes in order to ensure the automated waste collections system is able to function, including:

- A reference to the Solid Waste By-Law was added.
- In Garbage Disposal section there was a reference back to the Solid Waste By-Law for the definition of a Garbage Receptacle.
- An allowance for garbage and recycling receptacles to be placed in front yard or porch if there is no outdoor access to a side or backyard. This will allow receptacles to be stored in front of a house if the property does not have access to a backyard or side property.

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By-law Number 2007-136 “A By-Law to Provide for Maintaining Land in a Clean and Clear Condition” requires similar amendments to the Property Standards By-Law in order to ensure the automated waste collection system is able to function.

Public Engagement

Public engagement was at the Inform and Consult Levels of the International Association of Public Participation. [Report Number EITP-24-009](#) Recycling Transition Update/Cart-Based Waste Collection provided information on this.

Existing Policy/By-Law

By-law Number 2014-5, “A By-Law to Provide for and Regulate a Solid Waste Management System”

By-law Number 2005-100, “A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property Within the City of Kingston”

By-law Number 2007-136, "A By-Law to Provide for Maintaining Land in a Clean and Clear Condition”

By-Law Number 2025-6, “Fees and Charges By-Law, 2025”

Financial Considerations

Financial considerations were provided in [Report Number EITP-23-010, Automation of Solid Waste Collection System](#), and applicable budgetary requirements for 2025 have been included in the budget. As this is a multi-year rollout, future requirements will be budgeted on an annual basis over the course of the rollout.

The budget requirements for the pilot program with the Municipal Fee Assistance Program will be absorbed in the current 2025 budget.

Contacts:

Karen Santucci, Director, Public Works and Solid Waste, 613-546-4291 extension 1856

Other City of Kingston Staff Consulted:

Kevin Gibbs, Director, Heritage Services

Jen Pinarski, Manager, Communications & Public Engagement

Brent Fowler, Director, Corporate Asset Management & Fleet

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Jenna Morley, Legal Counsel to the City of Kingston

Alan McLeod, Senior Legal Counsel & Deputy City Solicitor, Legal Services

Lana Foulds, Director, Financial Services

Kyle Compeau, Director, Licensing & Enforcement Services

Brandon Forest, Director, Business Real Estate & Environment

Ruth Noordegraaf, Director, Community Development & Wellbeing and IIDEA

Exhibits Attached:

Exhibit A - By-Law to Amend City of Kingston By-Law Number 2007–136, A By-Law to Provide for Maintaining Land in a Clean and Clear Condition

Exhibit B - By-Law to Amend City of Kingston By-Law Number 2005–100, A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property within the City of Kingston

Exhibit C - By-Law to Amend City of Kingston By-Law Number 2014-5, A By-Law to Provide for and Regulate a Solid Waste Management System for The Corporation of the City of Kingston

Exhibit D - By-Law to Amend City of Kingston By-Law Number 2025-6, 2025-6, A By-Law to Establish Fees and Charges to be Collected by The Corporation of the City of Kingston

Exhibit E – Map of 2026 Automated Cart Areas

City of Kingston By-Law Number 2025–...

***By-Law to Amend City of Kingston By-Law Number 2007–136,
A By-Law to Provide for Maintaining Land in a Clean and Clear Condition***

Whereas:

The Corporation of the City of Kingston (the “**City**”) is a single-tier municipality incorporated pursuant to an order made under section 25.2 of the *Municipal Act*, R.S.O. 1990, c. M.45.

The powers of a municipality must be exercised by its council (*Municipal Act, 2001*, S.O. 2001, c. 25 (the “**Municipal Act, 2001**”), s. 5 (1)).

A municipal power must be exercised by by-law unless the municipality is specifically authorized to do otherwise (*Municipal Act, 2001*, s. 5 (3)).

A single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public (*Municipal Act, 2001*, s. 10 (1)).

On July 10, 2007, council for the *City* passed *City of Kingston By-Law Number 2007–136*, “*A By-Law to Provide for Maintaining Land in a Clean and Clear Condition*”.

Council for the *City* (“**council**”) considers it necessary and desirable for the public to amend *City of Kingston By-Law Number 2007–136*.

Therefore, *council* enacts:

1. Amendment

1.1 *City of Kingston By-Law Number 2007-136* is amended as follows:

- (a) Subsections 4.3 to 4.12, inclusive, are deleted in their entirety and replaced with the following:

“Refuse

4.3 Except as provided in Subsection 4.4, every owner, lessee or occupant shall keep their land free and clear of all refuse of any kind.

By-Law to Amend By-Law Number 2007–136

- 4.4 The occupant of a residential property may provide for the composting of plant matter on the land, subject to and in accordance with City of Kingston By-Law Number 2005-100, A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property within the City of Kingston, as amended or replaced from time to time.
- 4.5 No person shall use any land or structure within the City of Kingston for dumping or disposing of refuse of any kind.
- 4.6 Subsection 4.5 does not apply to:
- (a) land or structures used by the City for the purpose of dumping or disposing of refuse; or
 - (b) land designated by by-law of the City for the purpose of dumping or disposing of refuse.
- 4.7 Every owner, lessee or occupant shall, when required by the Director in writing, cover over any refuse of any kind in such a manner as may be prescribed by the Director.
- 4.8 No person shall place or permit the placement of any furniture that is manufactured for interior use outside of a dwelling.”;
- (b) by renumbering Subsection 4.13 (under the heading “Wrecking Yards”) as Subsection 4.9;
 - (c) by renumbering Subsections 4.14 and 4.15 (under the heading “Recreation Vehicles and Inoperative Motor Vehicles”) as Subsections 4.10 and 4.11, respectively;
 - (d) Subsection 5.1 is amended as follows:
 - (i) by deleting clause (4) in its entirety and renumbering the balance of Subsection 5.1 accordingly;
 - (ii) by deleting “Subsection 4.13” in the new clause (4) and replacing it with “Subsection 4.9”;
 - (iii) by deleting “Subsection 4.14” in the new clause (5) and replacing it with “Subsection 4.10”; and

By-Law to Amend By-Law Number 2007–136

- (iv) by deleting “Subsection 4.15” in the new clause (6) and replacing it with “Subsection 4.11”;
- (e) Subsection 5.7 is amended as follows:
 - (i) by deleting “Subsection 4.14” in clause (5) and replacing it with “Subsection 4.10”; and
 - (ii) by deleting “Subsection 4.15” in clause (6) and replacing it with “Subsection 4.11”; and
- (f) Subsection 5.9 is amended as follows:
 - (i) by deleting “Subsection 4.14” in clause (6) and replacing it with “Subsection 4.10”; and
 - (ii) by deleting “Subsection 4.15” in clause (7) and replacing it with “Subsection 4.11”.

2. Coming into Force

- 2.1 This by-law will come into force and take effect on July 1, 2025.

By-Law to Amend By-Law Number 2007-136

1 st Reading	date
2 nd Reading	date
3 rd Reading	date
Passed	date

Janet Jaynes
City Clerk

Bryan Paterson
Mayor

City of Kingston By-Law Number 2025–...

***By-Law to Amend City of Kingston By-Law Number 2005–100,
A By-Law for Prescribing Standards for the Maintenance and Occupancy of
Property within the City of Kingston***

Whereas:

The Corporation of the City of Kingston (the “**City**”) is a single-tier municipality incorporated pursuant to an order made under section 25.2 of the *Municipal Act*, R.S.O. 1990, c. M.45.

The powers of a municipality must be exercised by its council (*Municipal Act, 2001*, S.O. 2001, c. 25 (the “**Municipal Act, 2001**”), s. 5 (1)).

A municipal power must be exercised by by-law unless the municipality is specifically authorized to do otherwise (*Municipal Act, 2001*, s. 5 (3)).

A single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public (*Municipal Act, 2001*, s. 10 (1)).

On May 17, 2005, council for the *City* passed *City of Kingston By-Law Number 2005–100*, “*A By-Law for Prescribing Standards for the Maintenance and Occupancy of Property within the City of Kingston*”.

Council for the *City* (“**council**”) considers it necessary and desirable for the public to amend *City of Kingston By-Law Number 2005–100*.

Therefore, council enacts:

1. Amendment

1.1 *City of Kingston By-Law Number 2005-100* is amended as follows:

- (a) section 1 is amended by adding the following definition of “Solid Waste By-Law” in alphabetical order:

“**Solid Waste By-Law**” means City of Kingston By-Law Number 2014-5, “A By-Law to Provide for and Regulate a Solid Waste Management

By-Law to Amend By-Law Number 2005–100

System for The Corporation of the City of Kingston”, as amended or replaced from time to time;”;

- (b) the section entitled “Compost Heaps” is amended as follows:
 - (i) subsection 5.5 is amended as follows:
 - (I) by deleting the words “a compost heap or bin” in the first and second lines thereof and replacing them with the words “an enclosed compost heap”; and
 - (II) by deleting the word “pile” in the third line thereof and replacing it with the word “heap”;
 - (ii) subsection 5.6 is amended by deleting the words “or bins”; and
 - (iii) subsection 5.7 is amended by deleting the words “or bins”; and
- (c) Subsections 5.28 to 5.34, inclusive, are deleted in their entirety and replaced with the following:
 - “5.28 Every Dwelling and every Dwelling Unit within the Dwelling shall have such receptacles as may be necessary to contain all garbage and rubbish.
 - 5.29 Receptacles shall comply with the definition of “Garbage Receptacle” in the Solid Waste By-Law.
 - 5.30 Multiple Dwellings that do not have interior garbage rooms shall have Maintained and installed a receptacle large enough to contain all garbage and rubbish.
 - 5.31 All receptacles, when not placed out for collection in accordance with the Solid Waste By-Law, shall be:
 - 5.31.1 stored in a rear Yard, side Yard, garage or carport, but not in a front Yard; and
 - 5.31.2 kept as close as practicable against the Dwelling, an Accessory Building, a fence or a retaining wall.

If a Dwelling does not have a rear Yard, side Yard, garage or carport that can reasonably accommodate the receptacle, as determined by an Officer, or if accessing these areas would require transporting the receptacle through the interior of the

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Dwelling, the receptacle may be stored in a front Yard, provided the requirements of subsection 5.31.2 are met, and provided that the receptacles are screened from public view where feasible using landscaping, fencing or an enclosure.

- 5.32 Tenants shall have daily access to garbage receptacles and garbage rooms.
- 5.33 Garbage and rubbish shall be removed as required by the Solid Waste By-Law.
- 5.34 Garbage receptacles shall be Maintained in a clean and sanitary state.”.

2. Coming into Force

- 2.1 This by-law will come into force and take effect on July 1, 2025.

1 st Reading	date
2 nd Reading	date
3 rd Reading	date
Passed	date

Janet Jaynes
City Clerk

Bryan Paterson
Mayor

City of Kingston By-Law Number 2025–...

***By-Law to Amend City of Kingston By-Law Number 2014–5,
A By-Law to Provide for and Regulate a Solid Waste Management System for The
Corporation of the City of Kingston***

Whereas:

The Corporation of the City of Kingston (the “**City**”) is a single-tier municipality incorporated pursuant to an order made under section 25.2 of the *Municipal Act*, R.S.O. 1990, c. M.45.

The powers of a municipality must be exercised by its council (*Municipal Act, 2001*, S.O. 2001, c. 25 (the “**Municipal Act, 2001**”), s. 5 (1)).

A municipal power must be exercised by by-law unless the municipality is specifically authorized to do otherwise (*Municipal Act, 2001*, s. 5 (3)).

A single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public (*Municipal Act, 2001*, s. 10 (1)).

On December 17, 2013, council for the *City* passed *City of Kingston By-Law Number 2014-5, “A By-Law to Provide for and Regulate a Solid Waste Management System for The Corporation of the City of Kingston”*.

Council for the *City* (“**council**”) considers it necessary and desirable for the public to amend *City of Kingston By-Law Number 2014–5*.

Therefore, council enacts:

1. Amendment

1.1 *City of Kingston By-Law Number 2014-5* is amended as follows:

- (a) The indices are amended to reflect the amendments contained in this by-law;
- (b) Section 1 is amended as follows:
 - (i) by deleting all subsection references (e.g. 1.1, 1.2, 1.3 etc.)

By-Law to Amend By-Law Number 2014–5

associated with the definitions;

- (ii) by adding the following definition of “Automated Collection” in alphabetical order:

““Automated Collection” means the collection of Garbage or Waste using a specially designed vehicle with mechanical apparatus which empties a Receptacle directly into the vehicle without requiring manual labour.”;

- (iii) by deleting the following definitions in their entirety: “Blue Box”, “Boxboard” and “Cardboard”;

- (iv) by deleting the definition of “Compostable plastic bags”;

- (v) the definition of “Eligible Property” is amended as follows:

(I) by deleting the words “and pay” in clause (b)v.;

(II) by deleting clause (c) (related to recycling collection) in its entirety and re-lettering the balance of the clauses;
and

(III) by deleting the new clauses (e) (related to property approved by Council) and (f) (related to Recyclable Materials delivery) in their entirety and re-lettering the balance of the clauses;

- (vi) the definition of “Fee” is amended by deleting the words “additional blue or grey recycling boxes,” in their entirety;

- (vii) the definition of “Garbage Receptacle” is deleted in its entirety and replaced with the following:

““Garbage Receptacle (Manual Collection)” means:

(a) a rigid container having:

- i. a watertight lid which can be easily removed to facilitate collection;
- ii. molded or attached handles designed for lifting;
- iii. a capacity no greater than 135 litres (30 imperial gallons);

By-Law to Amend By-Law Number 2014–5

- iv. a diameter which is smaller at the bottom than at the top; or
- (b) a plastic bag:
 - i. with a capacity no greater than 135 litres (30 imperial gallons);
 - ii. capable of being closed or tied and containing the Garbage without tearing; or
- (c) a tied bundle that is no greater in volume than 135 litres (30 imperial gallons); or
- (d) a sealed cardboard box containing only broken glass and marked “BROKEN GLASS” so that it is visible to the Collection Operator.

“Garbage Receptacle (Automated Collection)” means a 120L, 240L or 360L rolling container provided and maintained by the City.

“Garbage Receptacle” includes a Garbage Receptacle (Manual Collection) and a Garbage Receptacle (Automated Collection).”;

- (ix) by deleting the definitions of “Green Bin” and “Grey Box” in their entirety;
- (x) the definition of “Household Organics” is renamed “Organics” and placed in alphabetical order;
- (xi) all references in the by-law to “Household Organics” are replaced with “Organics”;
- (xii) the definition of “Household Organics Receptacle” is renamed “Organics Receptacle” and placed in alphabetical order;
- (xiii) all references in the by-law to “Household Organics Receptacle” are replaced with “Organics Receptacle”;
- (xiv) by deleting the definition of “KARC”;
- (xv) by adding the following definition of “Manual Collection”:

““Manual Collection” means the collection of Waste by manually tipping Receptacles or lifting bags into a collection vehicle.”;

By-Law to Amend By-Law Number 2014–5

- (xvi) by deleting the definition of “Polycoat”;
- (xvii) by deleting the definitions of “Recyclable Materials” and “Recycling Receptacle” in their entirety and deleting all references to “Recyclable Materials” and “Recycling Receptacle” in the by-law;
- (xviii) by adding the following definition of “Semi-Automated Collection”:

 ““Semi-Automated Collection” means the collection of Garbage or Waste using a specially designed vehicle with mechanical apparatus which empties a Receptacle directly into the vehicle, and where the Collection Operator is required to manually move the Receptacle to the tipping device.”;
- (xix) by deleting the definition of “Styrofoam”;
- (xx) the definition of “Unacceptable Item” is amended by deleting the reference to Schedule “F”;
- (xxi) the definition of “Waste Management Facility” is deleted in its entirety and replaced with the following:

 ““Waste Management Facility” means any facility used to receive, transfer, process or dispose of Waste, including:
 - (a) the Municipal Hazardous or Special Waste facility located at 196 Lappan’s Lane;
 - (b) the Yard Waste transfer site located at 196 Lappan’s Lane;
 - (c) any other facility authorized by law.”;
- (xxii) the definition of “Yard Waste” is amended by deleting the reference to “Schedule “F”” and replacing it with a reference to “Schedule “E””;
- (c) Section 3.5 is amended by deleting the words “by notice in a local newspaper” and replacing them with the words “by notice on the City’s website”;
- (d) Part 5 (Conditions) is renamed “Conditions – Manual Collection”;
- (e) Subsection 5.1 is amended as follows:

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- (i) clause (b) is amended by deleting the words “Schedules “B”, “C”, “D” and “F”” and replacing them with the words “Schedules “B”, “C” and “E””;
- (ii) clause (c) is deleted in its entirety and replaced with the following:
 - “(c) The City shall provide one Organics Receptacle for each Residential Unit, and for properties in the Residential Class that are designated to receive Automated Collection or Semi-Automated collection, one Garbage Receptacle (Automated Collection) with the exception of condominium and co-operative housing properties.”;
- (iii) clause (d) is amended by deleting the words “recycling boxes or wheeled plastic carts, and Household”;
- (iv) clause (e) is deleted in its entirety and replaced with the following:
 - “(e) No Owner or Occupant shall Set Out a Garbage Receptacle or Yard Waste Receptacle having a gross weight of more than 20 kg (44 lb) for Manual Collection, including the contents.”;
- (v) clause (h) is amended by deleting the time “5:00 p.m.” and replacing it with the time “4:00 p.m.”;
- (vi) clause (n) is amended by deleting the words “or recycling depots” and the words “and recyclables” where they appear;
- (vii) clause (q) is amended by deleting the words “waste receptacle” and replacing them with the word “Receptacle”;
- (viii) clause (v) is deleted in its entirety and the balance of Subsection 5.1 is re-lettered accordingly; and
- (ix) the following is added as clause (z):
 - “(z) Owners and Occupants shall promptly clean up any Waste Set Out for collection that has been spread by wind, birds, vermin, animals or any other source.”;

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- (f) Subsection 5.2 is amended as follows:
 - (i) clause (b) is amended by adding the following at the end thereof:

“, or as part of alternate collection programs as approved by Council.”; and
 - (ii) clause (f) is amended by deleting the word “receptacle” and replacing it with the words “Garbage Receptacle”;
- (g) Subsection 5.4 is deleted in its entirety and marked “Intentionally Deleted”;
- (h) Subsection 5.6(b) is amended by deleting the reference to “Schedule “E”” and replacing it with a reference to “Schedule “D””;
- (i) Subsection 5.7 (related to Conditions for Delivering Recyclable Materials to KARC) is deleted in its entirety and marked “Intentionally Deleted”;
- (j) Subsection 5.8 is amended as follows:
 - (i) by renaming the subsection as “Conditions for Delivering Yard Waste Materials to Waste Site”;
 - (ii) clause (a) is amended by adding the following at the end thereof:

“, subject to payment of any applicable fees in accordance with City of Kingston By-Law 2005-10, “Fees and Charges By-Law”.”; and
 - (iii) clause (b) is amended by deleting the reference to “Schedule “F”” and replacing it with a reference to “Schedule “E””;
- (k) by adding the following as Part 6 and renumbering the balance of the by-law accordingly:

“Part 6 – Automated Collection and Semi-Automated Collection – Garbage Receptacle and Organics Receptacle Placement

6.1 The following terms and conditions apply to the Automated

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Collection or Semi-Automated of Garbage and/or Organics:

- (a) The Owner or Occupant shall place the Receptacles with the wheels and handle facing the dwelling.
- (b) The Owner or Occupant shall place the Receptacles curbside, not on the street or obstructing sidewalks or laneways, and in a manner that does not impede accessibility for pedestrians, persons requiring mobility devices, or traffic.
- (c) The Owner or Occupant shall ensure Receptacles are accessible for collection without any obstructions, including but not limited to, snow banks, portable basketball nets, utility poles, lamp posts, gas meters, bollards, utility transformers, cable TV enclosures, guard rails and sign posts.
- (d) The Owner or Occupant shall ensure the Receptacle is placed at ground level with a minimum accessible distance of one (1) metre between the Receptacles.
- (e) The Owner or Occupant shall ensure the Receptacle is not placed on elevated platforms or steep slopes, including snow banks greater than one foot.
- (f) The Owner or Occupant shall shovel an opening in a snow bank where the Receptacle can be properly placed.
- (g) The Owner or Occupant shall ensure that the Receptacle is not placed under low hanging utility, phone, or cable TV wires.
- (h) Failure to comply with the provisions of this subsection 6.1 may result in the Garbage and/or Organics not being collected.”;
- (l) the new Subsection 8.1 is amended by deleting the reference to “Part 7.1a” and replacing it with a reference to “Section 8.1a”;
- (m) the new Subsection 8.6 is deleted in its entirety and replaced with the following:

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- “8.6 Failure to provide proof of identification satisfactory to an Officer when requested to do so pursuant to Section 8.5 of this Bylaw shall constitute obstruction of an Officer under Section 8.9 of this Bylaw.”;
- (n) by adding the following as Subsection 8.9:
- “8.9 No Person shall obstruct or hinder or attempt to obstruct or hinder an Officer or other authorized employee or agent of the City in the exercise of a power or the performance of a duty under this Bylaw.”;
- (o) Schedule “A” (Level of Service for Collection for Eligible Properties) is amended as follows:
- (i) by deleting the column “Recycling Receptacle Limit” in its entirety;
 - (ii) by renaming the column “Green Bin Limit” as “Organics Receptacle Limit”;
 - (iii) the “Organics Receptacle Limit” column is amended by deleting all references to “Green Bin” and replacing them with “Organics Receptacle”;
 - (iv) row 12 is amended by adding the following after the words “1 per week” under the “Garbage Receptacle Limit” column: “per Residential Unit”;
 - (v) row 13 is amended by adding the following after the words “1 per week” under the “Organics Receptacle Limit” column: “per Residential Unit”;
 - (vi) row 16 is amended by deleting the words “with Garbage Bag Tags affixed” under the column “Eligible Properties and other circumstances” and replacing them with the words “when pre-booked with the City”; and
 - (vii) row 17 is deleted in its entirety;
- (p) Schedule “C” (Organics) is amended by deleting the words “biodegradable or compostable plastic bags” in the list of unacceptable items and replacing them with the following: “compostable plastics

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- (excluding BPI certified liners), biodegradable or oxodegradable plastic bags”;
- (q) Schedule “D” (Recyclable Materials) is deleted in its entirety and the balance of the schedules are re-lettered accordingly;
 - (r) the new Schedule “E” (Yard Waste) is amended as follows:
 - (i) by deleting the words “Biodegradable or compostable plastic bags” in the list of unacceptable items and replacing them with the following: “Compostable plastics (excluding BPI certified liners), biodegradable or oxodegradable plastic bags”; and
 - (ii) by adding the item “grass;” after “stumps;”;
 - (s) the new Schedule “F” (Level of Service for Waste Management Facilities for Eligible Properties) is amended as follows:
 - (i) by deleting the column “Material Recovery Facility at KARC” in its entirety;
 - (ii) the column “Yard Waste transfer site located at KARC” is amended by deleting the words “located at KARC” in the title; and
 - (iii) the column “Municipal Hazardous or Special Waste facility located at KARC” is amended by deleting the words “located at KARC” in the title; and
 - (t) the new Schedule “G” (Level of Service for Free Waste Receptacles for Eligible Properties) is deleted in its entirety and replaced with the following:

Category Number	Common Reference	Eligible Properties and other circumstances	Organics Receptacle	Automated Collection Garbage Receptacle	Manual Collection Garbage Receptacle	Automated Collection	Yard Waste Receptacle
1	Homes, duplexes, triplexes, townhomes, homes with secondary suites, other multi-residential buildings with 6 or less Residential Units	Any property in the residential Property Class containing at least one Residential Unit with the exception of condominium properties and co-operative housing properties	1 per Residential Unit	1 per Residential Unit	Not available	120L capacity per Residential Unit (increased capacity can be purchased)	Not available
2	Apartment buildings, condos, multi-residential buildings with 7 or more Residential Units	Entire residential condominium properties, co-operative housing properties, Multi-Residential and New Multi-Residential Properties	Based on quantity of units, as determined by the Manager on a property by property basis	Based on quantity of units, as determined by the Manager on a property by property basis	Not available	120L capacity per Residential Unit	Not available
3	Businesses in the Downtown Business Improvement Area	Properties in the commercial property class in the Special Collection area, or any other IC&I properties in the City	Not available	Not available	Not available	Not available	Not available

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4	Churches, synagogues, mosque, etc.	Places of worship, except uses that are accessory or ancillary to the place of worship	1 per Residential Unit	1 per Residential Unit	Not available	120L capacity	Not available
5	Shelters	Shelters for homeless Persons and victims of violence.	1 per Residential Unit	1 per Residential Unit	Not available	120L capacity	Not available
6	Almost Home Facility	The Almost Home facility located at 118 William Street when it provides accommodation for families who are in Kingston with a child receiving special medical care.	Not available. To be determined by the Manager upon request.	Not available. To be determined by the Manager upon request	Not available	To be determined by the Manager	Not available
7	City Hall, BWB, Artillery Park, etc.	City property that has not been rented, leased or otherwise provided to a third party.	Unlimited, based on quantity of units, as determined by the Manager on a property by property basis.	Unlimited, based on quantity of units, as determined by the Manager on a property by property basis.	Not available	To be determined by the Manager	Not available

2. Coming into Force

2.1 This by-law will come into force and take effect on July 1, 2025.

1st Reading date

2nd Reading date

3rd Reading date

Passed date

Janet Jaynes
City Clerk

Bryan Paterson
Mayor

City of Kingston By-Law Number 202–...

By-Law to Amend City of Kingston By-Law Number 2025-6, A By-Law to Establish Fees And Charges To Be Collected By The Corporation Of The City Of Kingston

Whereas:

The Corporation of the City of Kingston (the “**City**”) is a single-tier municipality incorporated pursuant to an order made under section 25.2 of the *Municipal Act*, R.S.O. 1990, c. M.45.

The powers of a municipality must be exercised by its council (*Municipal Act, 2001*, S.O. 2001, c. 25 (the “**Municipal Act, 2001**”), s. 5 (1)).

A municipal power must be exercised through by-law unless the municipality is specifically authorized to do otherwise (*Municipal Act, 2001*, s. 5 (3)).

A single tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public (*Municipal Act, 2001*, s. 10 (1)).

On December 17, 2024, council for the *City* passed *City of Kingston By-Law Number 2025–6, “A By-Law to Establish Fees And Charges To Be Collected By The Corporation Of The City Of Kingston”*.

Council for the *City* (“**council**”) considers it necessary and desirable for the public to amend *City of Kingston By-Law Number 2025–6*:

Therefore, *council* enacts:

1. Amendment

1. *City of Kingston By-Law Number 2025–6* is amended as follows:
 - a. Schedule P “Solid Waste” Upsizing of Automated Cart to 240 L is added to Garbage section. The new Fee listed in the table below is HST (Harmonized Sales Tax) exempt.
 - b. Schedule P “Solid Waste” MFAP Bag Tag Pricing is added to the Garbage section. The new Fee listed in the table below is HST (Harmonized Sales Tax) Exempt. The new fee is only available when purchased at a City of Kingston Facility.

Garbage and Organics Carts

Service fee is waived where switch in cart size is requested within three months after (1) initial receipt of a 120 L cart, or (2) the date the subject property is purchased by the requesting party.

Fee Description	Unit	Fee
Switching Automated Cart Size – Service Fee	Each	\$120.00
Annual Upsizing of Auto Cart Fee from 120L to 240L	Each/Year	\$196.00
Annual Upsizing of Auto Cart Fee from 240L to 360L	Each/Year	\$196.00

Fee Description	Unit	Fee
MFAP Garbage Bag Tag (When purchased at a City of Kingston Facility)	Each	\$2.00

2. Coming into Force

1. This by-law will come into force and take effect on the day it is passed.

1st Reading date

2nd Reading date

3rd Reading date

Passed date

Janet Jaynes
City Clerk

Bryan Paterson
Mayor

Map of 2026 Automated Cart Areas

