

CITY OF FORT SASKATCHEWAN

Providing Free Access to the Waste Transfer Station For Fort Saskatchewan Not-For-Profit Societies & Organizations

Purpose:

The purpose of this report is to provide Council with information on granting registered Fort Saskatchewan non-profit societies and organizations with a card/pass, authorizing free access to waste disposal privileges at the Fort Saskatchewan Waste Transfer Station.

Background:

At the June 27, 2017 Regular Council Meeting, Council passed the following motion:

That Administration be directed to present Council with a report for the implementation of granting registered Fort Saskatchewan non-profit societies and organizations a card/pass which authorizes free access to waste disposal privileges at the Fort Saskatchewan Waste Transfer Station.

The report was developed during the summer and is attached as Appendix A. Overall the report concludes that:

A review of regional comparators shows that other municipalities do not provide free access to waste stations for their not-for-profit groups. In Fort Saskatchewan, two non-profit groups have in the past received this privilege: Twice but Nice and the local Food Bank.

A policy is a good option to help formalize the process for providing free access. A policy would define the intent of the program and the criteria on how a group can qualify for and access the program. The policy would also address the amount and type of waste eligible.

The implementation of a program for free access to the Waste Transfer Station through a policy would require the following steps to be completed in 2018:

- Approval by Council and direction to implement the program.
- Development of a policy and associated procedures. The documents will address criteria for program eligibility and how free-of-charge waste disposal privileges can be accessed by users.
- Creation of the forms and card system associated with the program.
- Promotion of the program with eligible groups.

Alternatively, Council can direct Administration to simply issue access cards to not-for-profit groups which would allow for the immediate implementation of the program with minimal cost and resources required. Choosing such an option is the most efficient way forward but does not mitigate the risks, such as minimizing abuse of the system and does not put parameters around which groups should qualify for the program.

Topic Identification/Outcome:

Developing a policy to guide free access to the Waste Transfer Station would benefit local not-for-profits societies and organizations and the City. This policy would provide clear criteria as to who is provided free access and what amount and type of waste are accepted. This would reduce the potential for confusion during implementation and the potential for abuse of the free access, which was noted as a concern from the not-for-profits as it could result in revoked access for all. Furthermore, implementing criteria at the onset allows for modifications if needed. Implementing criteria after unlimited access has been granted is very challenging.

The development of the policy and procedures will be done internally. If Council wishes to proceed, Administration's recommendation is to proceed with this option. Should Council wish to proceed with granting free access to not-for-profit societies and organizations without a policy, they may do so by putting forward the motion listed as Alternative 2.

Financial Implications:

Financial impacts are estimated as follows:

- Moderate on-going cost estimate of \$6,500 annually would be equivalent to \$0.05 utility rate increase per household per month.
- A high cost estimate of \$18,000 annually and equivalent to \$0.14 utility rate increase per household per month.

Alternatives:

1. That Council direct Administration to develop a policy and associated procedures providing registered Fort Saskatchewan non-profit societies and organizations with free access to waste disposal at the Fort Saskatchewan Waste Transfer Station.
2. That Council direct Administration to implement a free Waste Transfer Station access for registered Fort Saskatchewan non-profit societies, without any restrictions, prior to the end of 2017.
3. That Council direct Administration to maintain status quo and not extend free Waste Transfer Station access to all registered Fort Saskatchewan non-profit societies, except for Twice but Nice and the Food Bank.

Recommendation:

That Council direct Administration to maintain status quo and not extend free Waste Transfer Station access to all registered Fort Saskatchewan non-profit societies.

Attachment:

Appendix A: Report – Providing Free Access to the Waste Transfer Station for Fort Saskatchewan Not-For-Profit Societies & Organizations

Prepared by:	Richard Gagnon Director, Infrastructure Management	Date: September 8, 2017
Approved by:	Janel Smith-Duguid Acting General Manager, Infrastructure & Planning	Date: September 18, 2017
Reviewed by:	Troy Fleming City Manager	Date: September 20, 2017
Submitted to:	City Council	Date: September 26, 2017