



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input type="checkbox"/>	Decision Request <input checked="" type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Mayor Zebian and the West Hants Regional Municipal Council

Submitted by: Deputy Mayor Debbie Francis, Councillor District 5

Date: June 9, 2026 Committee of the Whole

Subject: Curbside waste collection pilot program specific to Destination Way and Cozy Crescent in Vaughan, Hants County

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 65A (1) Subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if (a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality;

The Municipality's existing Solid Waste Collection Bylaw already incorporates and enables the application of a Private Roads Collection Policy. As such, **no Bylaw amendments are required** to adopt or operationalize the Private Roads Collection Policy.

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends ...

COUNCIL DIRECTS STAFF TO IMPLEMENT A CURBSIDE WASTE COLLECTION PILOT PROGRAM SPECIFIC TO DESTINATION WAY AND COZY CRERSCENT IN VAUGHAN FOR A PERIOD OF 1 YEAR COMMENCING JULY 1, 2026 UNTIL JUNE 30, 2027 FOR AN AMOUNT UP TO \$6500.00 AND FUNDED THROUGH THE REGIONAL OPERATING RESERVE

COUNCIL DIRECTS STAFF TO REPORT BACK TO COUNCIL WITH FINDINGS BY JANUARY 2027 (PRIOR TO 2027/28 BUDGET DELIBERATIONS), INCLUDING COSTS, IMPACTS, AND RECOMMENDATIONS FOR A FUTURE POLICY REGARDING PRIVATE ROAD SERVICING FOR THE 2027/28 BUDGET CONSIDERATIONS.

BACKGROUND

Cozy Crescent and Destination Way are privately owned and maintained roads located in Vaughan within the West Hants Regional Municipality. Currently, residents are required to transport their waste materials to the end of the road for collection, as curbside pickup is not provided, and no centralized bins are located within the development.

Property owners have raised several ongoing concerns regarding the current waste collection approach, including:

- Accessibility challenges for seniors and individuals with disabilities.
- Litter accumulation and increased wildlife activity.
- Safety risks at road ends and busy intersections where waste is placed for collection.

Through ongoing correspondence, both residents and the developer have indicated that these roads were constructed to higher-than-standard specifications. In addition, GFL Environmental, the Municipality’s waste collection contractor, has confirmed that curbside collection can be safely provided on these roads.

This has raised questions as to why curbside collection services have not been extended, particularly as the request seeks alignment with service levels provided within the region and the roads meet all the required specifications for safe waste collection.

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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DISCUSSION

This matter has been the subject of ongoing consideration at the Council table, with several discussions taking place, most recently during the 2026/27 budget deliberations.

Despite previous consideration, concerns from residents of Cozy Crescent and Destination Way persist and remain unresolved. Residents continue to identify challenges related to safety, accessibility, and overall quality of life under the current waste collection model.

Since earlier discussions, updated information has been provided with respect to estimated costing, confirmation that GFL Environmental is able to safely provide curbside collection on these roads.

The current situation highlights a need to ensure that private roads meeting established standards are considered equitably when compared to other areas receiving similar services.

Given the continued community impacts, along with confirmation of service feasibility, there is a strong basis for Council to revisit this request.

Utilizing Cozy Crescent and Destination Way as part of a pilot program allows Council to:

- Evaluate the logistical and financial implications of extending waste collection services to qualifying private roads that meet specifications outlined in a policy.
- Assess service impacts, including efficiency, safety, and satisfaction.
- Develop criteria and policy guidelines for similar requests elsewhere in the municipality.

- Monitor environmental improvements, such as reductions in roadside litter and wildlife disturbances.
- Provide data-driven recommendations for potential long-term implementation.

A pilot program is seen as a practical approach that allows the Municipality to address immediate community concerns while gathering valuable data to inform future decision-making. In addition, the pilot period provides Council with an opportunity for a more in-depth review of the proposed draft policy, ensuring that any long-term approach is well-informed, equitable, and sustainable prior to its adoption.

NEXT STEPS

To be determined by Council. If supported, staff will take the necessary steps to introduce the pilot program.

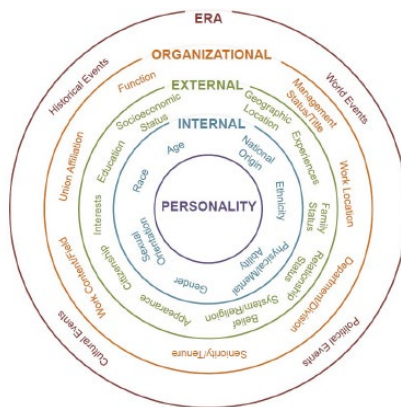
FINANCIAL IMPLICATIONS

Will be determined based on Councils decision. If supported there will be financial implications at this matter was not allocated in the approved 2026/27 Municipal budget.

DIVERSITY, EQUITY, INCLUSION AND ACCESSIBILITY CONSIDERATIONS

(Inform of any material DEIA implications it may have on the Municipality, or to residents, if anything.)

le: Staff reviewed this administrative matter, and no material DEIA impacts were identified.



ALTERNATIVES

No specific alternatives are provided, as next steps will be determined based on Council’s decision.

ATTACHMENTS

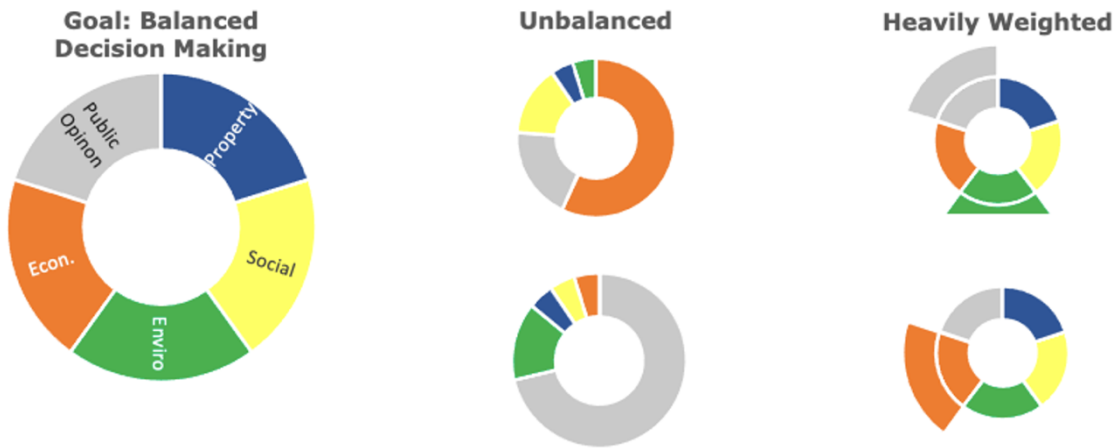
Draft Policy

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the practical perspective the Deputy Mayor has provided and the rationale for the pilot. The specific area is defined, the timeline as well as confirmation from the collection vendor that this service can be provided. If supported by Council communications will have to be coordinated by staff to ensure this service change is clearly communicated vs the current service model provided to full-time and seasonal residents.

I support the recommendation.

Council has been provided with a reference taken from the Meeting and Committee Procedural Policy , Appendix C “Decision Making by Council and Committee of the Whole” as a reminder of the principles highlighted for good decision making.



Report Prepared by: _____

Deputy Mayor Francis

Report Reviewed by: _____

Deanna Snair, Municipal Clerk

Report Reviewed by: _____
Carlee Rochon, Director of Financial Services

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer



Purpose

To outline the requirements for curbside Waste Collection Services for Residential Dwelling Units on Private Roads.

Preamble

There are approximately 146 private roads within West Hants Regional Municipality. These roads stretch almost 102km and are of various states of design and construction. Very often, these roads are not designed with the delivery of municipal services in mind. Homeowners residing on private roads commonly request the Municipality to provide municipal services and/or maintain these roads.

This policy shall establish the Municipality's position concerning the provision of municipal service and maintenance of private roads and establish minimum standards for access, and to outline conditions that must be satisfied to enable waste collection vehicles to travel on private roads throughout the Municipality.

POLICY:

1. Definitions

- 1) "cleared road" means a private road that is free from obstructions that may prevent access of a waste collection vehicle. Such obstructions may include, but are not limited to, snow, ice, potholes, and tree limbs;
- 2) "homeowner" means the property owner, or collection of property owners, that share a private road and are responsible for its maintenance;
- 3) "Municipality" means the West Hants Regional Municipality;
- 4) "private road" means any street, road, lane, bridge or other thoroughfare accessible to motor vehicles that is not a municipal street or a provincial highway and includes references in this Policy to "roads";
- 5) "service provider" means the contractor and its agents and employees retained by the Municipality to provide Waste Collection Services;



- 6) “turning area” means an area on or with direct access to the private road that is configured to permit collection vehicles to turn around 180 degrees;
- 7) “waste collection vehicle” means any vehicle owned or contracted by the Municipality to collect waste.

2. Ownership of Private Roads:

- 2.1 The West Hants Regional Municipality shall not assume ownership of a private road.
- 2.2 Municipal staff may consider curbside collection on a private road only if the road is designed and constructed at minimum to a private road standard, as outlined in the West Hants Municipal Services Specifications Manual. Refer to Appendix “B” for the Private Road Standard.
- 2.3 The Municipality shall not provide nor fund road maintenance or road repairs on private roads.

3. Provision of Waste Collection Services

- 3.1 The Municipality may consider providing curbside waste collection services on private roads on either a year-round or seasonal basis if all the conditions herein are satisfied.

4. Minimum Access Standards

- 4.1 In order for a waste collection vehicle to travel on a private road, the entire segment of roadway must be:
 - 4.1.1 Identified with a sign that meets the requirements of the Municipality’s Civic Addressing By-law, utilizing a name approved by the Civic Addressing Coordinator, that is visible from the municipal street or provincial highway;
 - 4.1.2 Meet the minimum standard specifications as detailed on Drawing Number WH-27. A minimum of 5.5 metres (18 feet) wide at its narrowest point, not including road shoulders;

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- 4.1.3 Finished with a surface treatment such as gravel, tar and chip, asphalt or concrete;
 - 4.1.4 A cleared road, free of obstructions, including overhead clearance of 4.4m, and maintained as necessary to permit safe passage of the waste collection vehicle at all times; and
 - 4.1.5 The road must be kept in good condition with proper grading to prevent and remove excessive potholes, ruts and washboarding. Snow and ice must be removed, and snow pushed back off the road shoulders.
- 4.2 Appropriate turning areas at long sections of roads and at the end of the road must be provided at the expense of the Homeowner in a location and of a design approved by the Director of Public Works or their designate.
- 4.3 Private roads with bridge or culvert structures, steep slopes, rail crossings, and overhanging structures will be evaluated for waste collection vehicle access on a case-by-case basis by the Director of Public Works or their designate.
- 4.4 The Director of Public Works or their designate reserve the right to refuse to permit waste collection vehicles to travel on a private road if in their discretion minimum access standards are not satisfied and may in their discretion authorize the service provider to decline collection services when encountering unsafe or unsatisfactory conditions such as overhangs, snow, ice, flooding, damaged bridges, solid waste containers that have not been maintained and made accessible in accordance with the Solid Waste Bylaw, solid waste that has been spilled from containers, or solid waste not properly placed for collection for any other reason.

5. Petition to Commence Services on Existing Private Roads

- 5.1 Prior to commencing curbside waste collection on a private road, the Homeowner, or at least 75% of the property owners requiring curbside waste collection on the private road, must complete and submit to the Municipality the questionnaire found in Appendix "A".
- 5.2 On an annual basis, the Homeowner shall provide the Municipality with the name and contact information of a representative that can be contacted if issues arise with curbside waste collection on that private road.

6. Application and Approval Process for New Developments

- 6.1 For new developments, it is desirable for applicants to submit requests during pre-consultation or during their residential development application (subdivision and site plans) to the Municipality. All applications are required to submit the form attached as Appendix “A”.
- 6.2 The application must include the following documentation to be considered complete and to proceed for review:
 - i. Type(s) and total number of Residential Dwelling Units in the development;
 - ii. Engineering drawings, including a Turn Path Analysis, that demonstrates the roadway has been designed to accommodate waste collection vehicles; and
 - iii. Phasing plans in the event that the entire development is not being built at once.
- 6.3 The Homeowner must apply for all known units within the development on one application, even if the development shall occur in phases. Should amendments to subsequent phases be made after eligibility has been determined, the Municipality reserves the right to revisit the matter and remove their consent for curbside collection to occur.
- 6.4 Following review of the proposed development design, the Municipality will provide written comments indicating whether the Municipality will commence curbside collection.
- 6.5 On an annual basis, the Homeowner shall provide the Municipality with the name and contact information of a representative that can be contacted if issues arise with curbside waste collection on that private road.

7. Liability and Service Limitations

- 7.1 The Municipality and its service provider will not be responsible for any damage to private property that may occur as a result of a homeowner allowing waste collection vehicles on a private road. This includes, but is not restricted to, damage to the road itself, due to soft or wet road conditions.
- 7.2 The Municipality reserves the right to discontinue private road curbside waste collection services on a temporary or permanent basis at its discretion.



WEST HANTS REGIONAL MUNICIPALITY
PRIVATE ROAD CURBSIDE WASTE COLLECTION POLICY

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- 7.3 The Municipality has no obligation to provide curbside waste collection services to Private Roads. Notwithstanding the Municipality shall endeavour to provide a minimum of thirty (30) days written notice prior to revoking any existing considerations to allow them to make other arrangements, except in cases where safety or liability issues require a more immediate response.
- 7.4 The Homeowner is required to uphold all requirements of the WHRM Solid Waste Bylaw.

Approved by: _____
 Chief Administrative Officer

Adoption	
Notice to Council:	Not Applicable
Approval:	Date
Description: Initial approval of the Private Road Curbside Waste Collection Policy,	



APPENDIX "A"

CURBSIDE SOLID WASTE COLLECTION QUESTIONNAIRE

FOR RESIDENTS



CURBSIDE SOLID WASTE COLLECTION QUESTIONNAIRE FOR RESIDENTS

Property Owner/Contact: _____

Telephone Number: _____

Civic Address Number: _____

Private Road Name: _____

Mailing Address: _____

Owner of Private Road : _____

Does this private road belong to a “cottage association”, “road association” or other similar arrangement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If “Yes”, please provide the name and contact information for the group representative:		
Name of Association: _____		
Name of Contact: _____		
Telephone Number: _____		
Please mark the appropriate box with an “x”	Yes	No
Do you wish to allow waste collection vehicles to travel on your road?		
Are you prepared to accept responsibility for damage to your private road/property that may unintentionally be caused by waste collection vehicles?		
Is the property utilized between October and May (fall and winter)?		
Is the private road identified by a sign that can be seen clearly from a public road?		
If there is no suitable “turning area” at the end of your private road, are you prepared to provide one?		
Do you agree to maintain the private road to a standard that will permit safe access, at the discretion of the waste collection vehicle operator, including snow and ice removal?		
Does your private road include any of the following?	Yes	No
Low-hanging branches and trees		
A bridge or culvert crossing		
A railway crossing		
Steep slopes		
Travel under a structure, such as a bridge or archway		

**Please submit this form to the Director of Public Works:
 PO BOX 3000, 100 King St, Windsor, NS B0N 2T0**



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 PRIVATE ROAD CURBSIDE WASTE COLLECTION POLICY

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FOR STAFF USE ONLY		
Date Questionnaire was Received:		
Name of staff member who took the questionnaire:		
Follow-up Inspection Required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Staff sign-off if no inspection necessary:		
Date of Inspection:		
Inspection Notes:		
Private Road Approved for Curbside Waste Collection Services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Date that the Applicant was Notified of the Decision:		
Staff sign-off post-inspection/notification: _____		

I, (Municipal Clerk Name), Municipal Clerk of the West Hants Regional Municipality, in the Province of Nova Scotia, do hereby certify that this is a true copy of the Policy as adopted by the Council of the West Hants Regional Municipality at a meeting duly called and held on the ____ day of _____(month), _____(year).

(Signature of Municipal Clerk)

(Typed name of Municipal Clerk)



West Hants

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PRIVATE ROAD CURBSIDE WASTE COLLECTION POLICY

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