

**STAFF REPORT: Engineering and Public Works – Solid Waste Division**



**REPORT TO:** Infrastructure and Recreation Committee  
**MEETING DATE:** July 14, 2009  
**REPORT NO.:** EPW.09.064  
**SUBJECT:** Waste and Recyclables Collection  
Contract Specifications 2009 - 2015  
**PREPARED BY:** Jeffery Fletcher, Manager of Solid Waste  
and Environmental Initiatives

**A. Recommendations**

THAT the Infrastructure and Recreation Committee receive report EPW.09.064, entitled "Waste and Recyclables Collection Contract Specifications 2009-2015" for their information.

**B. Background**

The existing waste collection contract currently conducted by Miller Waste Systems is due for retender as of the end of September 2009. It has been a total of 6 years since the start of the current contract which included two 3 year terms. Staff are in the process of developing two tender documents to acquire contractors for another 6 year outlook. One tender will be for curbside waste and recyclables collection, which also includes collection of recycle carts from multi-units and Town facilities and the other tender will be for containerized waste collection at multi-unit properties and Town facilities.

**Tender Timeline 2009**

July 14 – Infrastructure and Recreation Committee Report  
August 10 – Infrastructure and Recreation Committee Report to Council  
August 12 – Tender Release  
September 2 – Tender Close  
September 8 – Infrastructure and Recreation Committee Tender Report  
September 21 – Council Approval  
October 01 – Start new Contract based on Tender

**Curbside Waste and Recyclables**

There are many elements to the waste collection system which are supported by the Town's Solid Waste Collection By-Law 16/03. Town Staff recommend remaining status quo with the method of service delivery. However, a number of small changes to the specifications of the tender and the resulting contract may assist in improving the level of service provided to system users. A number of these changes have been outlined below.

### **Holiday Collection**

*Due to the resort nature of a large portion of the municipality the Town is requiring that waste materials be collected on all the statutory and optional holidays recognized in Ontario.*

*When a holiday falls on the regular collection day, collection of materials will not be rescheduled. Excluding, holiday collection already planned as follows: Thanksgiving Day (October 12<sup>th</sup>, 2009); Christmas Day 2009; New Years Day 2010; and Family Day (February 15, 2010). For the dates above collection has been rescheduled to move one day forward for the remainder of the week.*

*The Contractor must submit with their Tender a description of the holiday collection days for the entire length of the Contract.*

*Holidays for the purpose of this contract shall include:*

- *New Year's Day – January 1*
- *Family Day – Third Monday in February*
- *Good Friday - Friday before Easter*
- *Easter Monday – Monday after Easter - Not a statutory*
- *Victoria Day – Monday before May 25*
- *Canada Day – July 1(except if on a Sunday)*
- *Civic Holiday – First Monday in August - Not a statutory*
- *Labour Day – First Monday in September*
- *Thanksgiving Day - Second Monday in October*
- *Remembrance Day – November 11 - Not a statutory*
- *Christmas Day – December 25*
- *Boxing Day – December 26*

### **Wednesday Waste Tipping**

To reduce Landfill operational days the Tender will request no waste tipping at the Town Disposal Site on Wednesdays.

### **Collection from Stationary Boxes**

Residents will be permitted and encouraged to place recyclables in their stationary waste box. Stationary waste boxes are commonly used at the end of driveways by “weekend” residents to store waste. It is imperative that the Contractor check each box each week for both garbage and recyclables. Recyclables may be left in clear bags (not blue or grey boxes) and bags shall be collected by the Contractors labourers. The Town will employ a flagging system on stationary waste boxes to assist with the efficiency of collection. The 2010 budget process will outline a stationary box flagging program.

### **Provisional Items**

A number of provisional items from the last tender process were added to the collection in year 3 of the Contract. Those items included: empty paint cans and aerosol cans; tetra packages; and gable top poly coat (milk and juice) cartons.

This new Tender will be requesting provisional costs for the collection and processing of the following:

- Film plastics—plastic bags and packaging;
- Styrofoam-packaging;
- Textiles-used clothes and linens; and
- Plastic plant containers-green house trays and pots.

The Tender will request prices on two separate collection options for the provisional items. One option will be from curbside and the disposal site depot and another from depot only. Most of the provisional items are challenging to collect from curbside especially styrofoam, the option for a depot based collection may avoid potential curbside follies and be a low cost alternative.

The Waste Diversion Plan, created in 2008, identified enhanced blue/grey box capture as a means of obtaining a 60% diversion goal. Adding more materials to recycle program, such as those outlined above, could add 1 or 2% to the existing waste diversion rate.

### **System Change**

There are two potential future developments in the waste collection and processing system - compost collection and mixed waste processing - that the contract will need to anticipate and be flexible enough to integrate.

The Town is currently conducting a composting collection and processing field test which will end in February of 2010. The field test will be followed up with a summary of the study and a business case. The business case will outline the resources needed to construct and operate a Town composting facility with enough capacity for the addition of residential and commercial kitchen organics.

A proponent in the Municipal Township of Southgate is proposing to build a waste processing facility that will process mixed residential waste. Town Staff have been in discussions with the proponent but have not reached a final decision with the approval of Council at this time. The actual construction and operation of the proposed plant is at least 3 years away. Town Staff consider the use of this proposed plant as advantageous in terms of increasing diversion and simplifying collection – however a full evaluation of the costs and advantages is currently underway.

In lieu of knowing the outcomes of the above future potential system changes, Staff are planning to proceed with a collection tender that does not consider these options. However, Staff will work with the Town Solicitor to ensure the contacts associated with these tenders have the flexibility to incorporate additional or different system features over the course of the next 6 years.

### **Fuel Index**

An allowance for fluctuating fuel prices will be included in the collection contract. An index that allows for the Town to benefit if the price drops will be used. The formula will use the Statistics Canada price for diesel fuel in Ontario.

### **Waste Survey**

In 2007 almost 300 residents responded to a waste management survey conducted by the Town. They responded to a number of questions related to the collection programs. One question asked if they have any comments regarding the blue/grey box program and 60% commented that the program was *great*. Also 63% stated the Town should take more materials. On the garbage collection side 83% stated they were satisfied with the garbage collection service.

Another question requested suggestions to improve the garbage collection service. The common suggestions included:

- Annual pick-up of bulky items;
- Bi-annual pick-up of yard waste; and
- Collection of source separated kitchen green waste.

Other reoccurring suggestions included a more convenient location for hazardous waste – which Staff believe has been provided – and inclusion of more recyclables in the blue box.

### **Bulky and Yard Waste Collection**

The Provisional Service section of the Tender will request costs for the annual collection of bulky waste and metal white goods from curbside only, multi-units will not be included. This section will also request costs for the bi-annual collection of bundled or bagged yard waste from curbside only and not multi-units. The yard waste collection cost request will include an option for urban area collection only as well.

## **C. The Blue Mountains' Strategic Plan**

This activity will assist in meeting the Town's Strategic Plan Goal #2, *addressing the Town's municipal infrastructure needs*.

**D. Environmental Impacts**

Municipal recycle programs have become an icon of the environmental movement. The Town's recycling program is a legislated responsibility; however the Town determines the effectiveness of the program through the details of the service delivery. Encouraging participation, making participation easier and continuing to add more recyclable materials to the program will improve the effectiveness of the recycling program. In 2008 the Town's curbside and multi-unit waste collection program managed 2,778 tonnes of waste, 31% of that was recycled and the remainder was landfill. With enhancements to the collection program it is anticipated that the percent diverted can be increased over the next collection contract term.

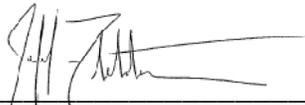
**E. Budget Impact**

An increase in cost for collection was anticipated for the remainder of 2009 and into 2010. However, actual cost will not be known until the close of the tender. The 2009 budget for waste collection and recycling processing is in the order of \$617,000.00.

**F. Attached**

None

Respectfully submitted,



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**Jeffery Fletcher,**  
Manager of Solid Waste and Environmental Initiatives

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**Reg Russwurm,**  
Director of Engineering and Public Works

For more information, please contact:

Jeffery Fletcher  
jfletcher@thebluemountains.ca  
(519)599-3131 x238