



Subject: Implementing Pilot Recycling Program at Town Facilities

Report Number: RCP 19-60

Author: Corey Hill, Parks & Facilities Manager

Meeting Type: Council Meeting

Meeting Date: Monday, December 9, 2019

Recommendation:

THAT Council receives Report RCP 19-60 Implementing Pilot Recycling Program at Town Facilities for information.

Background:

The Town of Tillsonburg's staff and public facilities do not currently have a formal recycling program in place. As per the 2019 Recreation, Culture & Parks business plan, a pilot program to trial a recycling program was to be initiated.

Discussion:

The Facilities team has worked with CleanRiver Recycling Solutions and Norfolk Disposal Services in putting together a pilot program within controlled areas of the Tillsonburg Community Centre. The pilot recycling initiative will focus on the following areas of the Tillsonburg Community Centre;

- Reception office (staff side);
- Rotary staff room;
- Maintenance staff room;
- Seniors Centre kitchen;
- Seniors Centre front vestibule/lobby area

The recycling will be a mixed stream of plastic & glass containers/bottles as well as cans and will be collected adjacent to traditional waste in a dual receptacle that will be appropriately labelled. The signage on the receptacles will include text, pictorial as well as color variations to assist users to clearly and easily identify recyclables from waste. The housekeeping staff at the Community Centre will collect the recyclables and waste from the containers nightly as a part of their current duties. The waste and recyclables will then be transferred to separate collection containers (bins for waste and 96 gallon totes for recyclables) for pick up. Waste will be picked up as required (as is the current practice) and the recyclables are picked up on Mondays on a weekly basis.

There are upfront onetime costs (approximately \$3,059 including applicable taxes) associated with the new waste/recyclable receptacles from CleanRiver Recycling

Solutions and an ongoing cost of \$35/pick-up from Norfolk Disposal Services for the mixed stream recyclables. The program will start with weekly pick-ups and then assess whether there is enough volume to warrant that frequency or whether we can extend to every 2nd or 3rd week. The onetime and ongoing costs associated with this pilot program will be covered within existing allocated operational maintenance budget for the Community Centre and Seniors Centre.

The receptacles will be purchased in December 2019 to be ready for program implementation in January 2020 and will continue through to the end of Q2. At that time, the program will be reviewed and evaluated for effectiveness and next phase expansion to include:

- Public Works staff lunchroom;
- Customer Service Centre staff lunchroom;
- Cemetery/Parks staff lunchroom.

Consultation:

CleanRiver Recycling Solutions and Norfolk Disposal Services were consulted in establishing the pilot program.

Financial Impact/Funding Source:

The program onetime and ongoing costs will be covered within the 2019 operating budget for Community Centre & Seniors Centre.

Community Strategic Plan (CSP) Linkage:

1. Excellence in Local Government
 - ☒ Demonstrate strong leadership in Town initiatives
 - ☐ Streamline communication and effectively collaborate within local government
 - ☒ Demonstrate accountability
2. Economic Sustainability
 - ☐ Support new and existing businesses and provide a variety of employment opportunities
 - ☐ Provide diverse retail services in the downtown core
 - ☐ Provide appropriate education and training opportunities in line with Tillsonburg's economy
3. Demographic Balance
 - ☒ Make Tillsonburg an attractive place to live for youth and young professionals
 - ☐ Provide opportunities for families to thrive
 - ☐ Support the aging population and an active senior citizenship
4. Culture and Community
 - ☐ Promote Tillsonburg as a unique and welcoming community
 - ☐ Provide a variety of leisure and cultural opportunities to suit all interests

- ☒ Improve mobility and promote environmentally sustainable living

Attachments:

Appendix A – Recommended CleanRiver Recycling Receptacles

Report Approval Details

Document Title:	RCP 19-60 - Implementing Recycling at Town Facilities.docx
Attachments:	- RCP 19-60 - ATT 01 - Recommended CleanRiver Recycling Receptacles.docx
Final Approval Date:	Dec 2, 2019

This report and all of its attachments were approved and signed as outlined below:

Dave Rushton - Nov 29, 2019 - 4:02 PM

A handwritten signature in black ink, appearing to be 'DR', with a long horizontal line extending to the right.

Ron Shaw - Nov 29, 2019 - 4:12 PM

Donna Wilson - Dec 2, 2019 - 9:19 AM