Subject: Curbside Collection Schedule Changes  
Report Number: OPS 20-15  
Author: Kevin De Leebeeck, P. Eng., Director of Operations  
Meeting Type: Council Meeting  
Meeting Date: Tuesday, April 14, 2020  

RECOMMENDATION:  
THAT Council receive Report OPS 20-15 Curbside Collection Schedule Changes, as information.

BACKGROUND:  
On November 13th 2019 Oxford County Public Works Report PW 2019-49 (attached) referenced the “need” to proceed with an early termination of the current curbside collection contract and that the County and current waste collection contractor had reached a mutually agreed upon end date of Friday May 1st 2020. Report PW 2019-49 also examined and evaluated four (4) different garbage and recycling curbside collection system options listing the pros and cons of each option and looked at the possibility of collecting source separated organics, adding two (2) additional curbside collection system options. The evaluation results indicated that the preferred solution was to have a dedicated truck collect garbage and another truck collect either single-stream or two-stream recycling on a five business day cycle (“Collection System #3”). The report also provided seven additional supporting rational of the preferred solution including the negative impacts a six business day cycle would have on residents as a result of new routes, changing collection days and the confusion within a community with different collection days.

The recommendations of Report PW 2019-49 authorizing staff to issue an Request For Proposal (RFP) for a five business day collection cycle with separate trucks for garbage and recycling was supported by County Council with an additional motion that the six business day cycle also be included in the RFP.

On February 26th 2020 Oxford County Public Works Report PW 2020-04 (attached) recommended award of the RFP based on a six business day cycle with a single co-collection truck for garbage and recycling (i.e. “Collection System #2” of Report PW 2019-49 renamed “System 4” in Report PW 2020-04). With all six (6) collection system options included in the RFP, the report highlighted that the two preferred collection system of the vendors where the single co-collection truck for garbage and recycling on either a five or six business day cycle.
After lengthy discussion, County Council passed a resolution to award the RFP to Emterra Environmental and to remain with a single co-collection truck for garbage and recycling on a five business day cycle (i.e. status quo “Collection System #1”). However, Report PW 2020-04 also indicated that regardless of which collection system option was selected that route rationalization would need to be undertaken that would decrease the number of collection stops made on Wednesday within Tillsonburg.

CONSULTATION
Contrary to the Communication Plan Overview (Attachment 4 of Report PW 2020-04) no opportunity for discussion, input or feedback was provided. Instead on March 24th 2020 the results of a detailed route rationalization exercise was communicated to Town staff indicating that Tillsonburg (Northwest) would be collected on Tuesday and the remainder of Tillsonburg would remain on Wednesday collection (see attached mapping).

Oxford County began public notifications of the upcoming changes on March 19th 2020 and are planning to continue providing public information (via radio, paper, news releases, social media, website updates, etc.) right up to until the new contract starts on Monday May 4th 2020.

FINANCIAL IMPACT/FUNDING SOURCE
Based on the financial evaluation (Attachment 3 of Report PW 2020-04) the additional cost to implement the route rationalized status quo collection system with a new contractor is approximately $400,000 over the County’s 2020 base budget for curbside collection services. The overall waste management contract costs are approximately $1.2 million over the County’s 2020 base budget for waste collection and processing.

Of local interest is the 37% decrease in Large Article collection costs which will negatively impact the annual funding received by the County towards the operation of the Tillsonburg Transfer Station.

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:
Attachment 2 – Oxford County Public Works Report PW 2020-04
Attachment 3 – Curbside Collection Areas
Report Approval Details

<table>
<thead>
<tr>
<th>Document Title:</th>
<th>OPS 20-15 Curbside Collection Schedule Changes.docx</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- OPS 20-15 Attachment 3 - Curbside Collection Areas.pdf</td>
</tr>
<tr>
<td>Final Approval Date:</td>
<td>Apr 7, 2020</td>
</tr>
</tbody>
</table>

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

**Dave Rushton - Apr 2, 2020 - 4:35 PM**

No Signature - Task assigned to Kyle Pratt was completed by workflow administrator Michelle Smibert

**Kyle Pratt - Apr 7, 2020 - 1:44 PM**

**Michelle Smibert - Apr 7, 2020 - 1:48 PM**