



Subject: Provision of Curbside Bagged Leaf and Yard Waste Collection

Report Number: OPD 22-44 Provision of Curbside Bagged Leaf and Yard Waste Collection

Department: Operations and Development Department

Submitted by: Richard Sparham, Manager of Public Works

Meeting Type: Council Meeting

Meeting Date: Monday, September 12, 2022

RECOMMENDATION

THAT Council receives the results of RFP: Provision of Curbside Bagged Leaf and Yard Waste Collection.

BACKGROUND

In the Council meeting of July 11, 2022, Council directed staff to proceed with submitting a Request for Tender to retain a qualified waste collection contractor to provide a Curbside Bagged Leaf and Yard Waste Collection Service in 2022 (Report OPD 22-31 dated July 11, 2022).

Given the limited number of nearby companies capable of this task, Staff forwarded the Request for Proposals to four qualified firms GFL, Emterra Group, Miller Waste Systems and Norfolk Disposal Services on August 11, 2022.

DISCUSSION

Staff received responses from all four companies with one company submitting a price as follows:

- GFL – Declined with no explanation
- Miller Waste Systems – Cannot guarantee the service at this time, but are very interested
- Norfolk Disposal Services – Could not pursue due to low staffing levels
- Emterra Group – Submitted a price as noted below

Staff outlined the initial pilot project to include up to 4 (four) collection weeks to begin approximately mid-October to approximately mid or late November. With the deemed

success of the pilot collection, staff would report the results and the recommendations to Council for possible continuation of the program.

The quote received from Emterra Group was \$29.14 per household. At the time of the quote, staff determined a total of 7,790 households for a total cost of \$69,864.27 (\$17,466.07 per week).

Emterra Group is the same contractor responsible for all curbside waste collection throughout Oxford County (including the Town of Tillsonburg). Given Emterra's presence in the County and Town, Emterra would be an excellent fit to accomplish the Curbside Yard Waste Collection service in Tillsonburg.

As stated in the previous Council Report, the advantages of this method includes:

1. Increased Level of Service to Residents

- i. Collection will take place over multiple weeks which gives more opportunities for leaves to fall and still be collected
- ii. Residents can now bag all leaf and yard waste, as opposed to front yard leaves only
- iii. No leaves from neighbouring homes blowing onto yards
- iv. Fewer trips to the Transfer Station required

2. Staff Time is Better Utilized

- i. No staff time required to collect yard waste
- ii. Staff can utilize the time to make all necessary preparations for winter operations
- iii. Staff can further utilize the September/October period to complete late summer/early fall activities which staff could not previously allocate the time to complete

3. Environmental Benefits

- i. Blowing leaves from yards can often end up in storm sewers, other yards and in ditches, etc.

Although the specifics of the collection program has yet to be confirmed, staff is expecting a four week collection program to service all households throughout the late autumn period. The yard waste collection service will take place over a 2-4 day period each week, depending on Emterra's preferred schedule.

Staff therefore recommends accepting the quote from Emterra Group and proceeding with an agreement to move forward with the pilot program as outlined.

If agreed, staff will initiate discussions with Emterra to finalize the details and develop a communications strategy to inform residents which will include website, social media platforms, brochures as well as a possible media release.

If successful, and an adoption of the program for additional years is determined through resolution of Council, staff will also sell the equipment used for leaf collection by auction with the proceeds going into the fleet reserves.

CONSULTATION

The following staff and resources have been consulted in preparing this report:

- Director of Operations and Development
- Manager of Building and By-Law

FINANCIAL IMPACT/FUNDING SOURCE

The approximate budget for Curbside leaf collection program is \$90,000 between labour and equipment costs. The approximate net savings realized by approving the Emterra quote equates to \$20,136.

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- ☐ Lifestyle and amenities
- ☒ Customer service, communication and engagement
- ☐ Business attraction, retention and expansion
- ☐ Community growth
- ☐ Connectivity and transportation
- ☐ Not Applicable

Goal – The Town of Tillsonburg will strive for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives.

Strategic Direction – Explore opportunities for service efficiencies in partnership with adjacent municipalities.

Priority Project – Short Term - Municipal service review.

ATTACHMENTS:

N/A.