



**Subject: Purchase of New Leaf Vacuum**

**Report Number:** OPD 24-047

Department: Operations and Development Department

Submitted by: Richard Sparham

Meeting Type: Council Meeting

Meeting Date: Monday, August 12, 2024

## **RECOMMENDATION**

- A. THAT report OPD 24-047 titled Purchase of New Leaf Vacuum be received as information; and
- B. THAT Council approves the purchase of a new leaf vacuum trailer unit in the amount of \$274,975 (net of refundable HST) from Colvoy Equipment

## **BACKGROUND**

Since approximately 2007, the Town of Tillsonburg has provided an annual leaf collection service to residents where leaves are loosely set at the roadside each year and staff collects the leaves with the use of staff and various equipment. Leaf collection is scheduled over a four-week period with staff collecting the leaves in four distinct zones where each zone is scheduled for collection on a specific week. The loose leaf collection presents challenges to both staff and residents. Staff is challenged as the process requires all Roads staffing compliment to complete the leaf collection activities during November/December period.

Although the service is generally welcomed by the residents of Tillsonburg, challenges are presented as the collection for each resident occurs on their one scheduled collection day. If their leaves have not fallen from the trees, or they neglect to rake them to the road side, they are tasked with transporting the leaves to the transfer station.

Although residents are duly informed of their collection week and advised to place their collected leafs at the end of their yard for that week, staff have noted leaves are placed soon after their leaves fall which tends to create piles on the roadside which can create sight issues for motorists and pedestrians and the leaves, over time, effectively adhere to the road surface, making it difficult and time consuming to collect.

In 2023, staff opted to significantly improve, not only the process, but the timing to increase the service level to the residents. This involved renting a leaf vacuum trailer-mounted unit which would permit staff to suck up the leaves as opposed to utilizing the many various pieces of equipment to accomplish the same task. Further, through this more simplified route, staff also altered the timing of the program to begin in early October – one month

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earlier than in the past. Staff were also completing leaf collection services across the entire Town each week throughout the season, thereby allowing residents to put their leaves to the curb each week, as opposed to one collection day.

The overwhelming success of the program prompted staff, since the availability of the rented unit was no longer possible, to seek out the affordability of a newly purchased unit for these purposes.

### **DISCUSSION**

As subject to the Town of Tillsonburg Purchasing Policy, By-Law 2020-070, which states staff must proceed through a quote process and after an extensive market search, this specific leaf unit is only available through Colvoy Equipment.

Staff is therefore recommending to approve the Leaf Vacuum purchase, through the Sole Source clause within the Purchasing Policy, subject to Council's approval, from Colvoy Equipment in the amount of \$270,219 (plus HST).

### **CONSULTATION**

- Director of Operations and Development
- Director of Finance

### **FINANCIAL IMPACT/FUNDING SOURCE**

The financial impact of this report is summarized as part of OPD 24-037 Public Works Fleet Services Asset Allocations report.

### **CORPORATE GOALS**

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

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

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**Goal** – Tillsonburg residents and businesses will be connected to each other, regional networks, and the world through effective traditional and digital infrastructure.

**Strategic Direction** – Develop a robust, long-term asset management plan to inform evidence-based decisions on the maintenance, rehabilitation and replacement of municipal infrastructure.

**Priority Project** – *Ongoing Projects* – Asset Management Plan

### **ATTACHMENTS**

N/A