

Request for Decision

Update and Recommendations from the Solid Waste Advisory Panel

Presented To:	Policy Committee
Presented:	Wednesday, Nov 16, 2011
Report Date	Friday, Oct 28, 2011
Type:	Presentations

Recommendation

That the Waste Management By-law be updated as per the details of Item #1 (Trucks from a Rental Agency) in the General Manager of Growth & Development report dated October 11, 2011; and

That the Waste Management By-law be updated as per the details of Item #2 (Waste Storage Containers) in the General Manager of Growth & Development report dated October 11, 2011; and

That the Waste Management By-law be updated as per the details of Item #3 (Review of Various Containers) in the General Manager of Growth & Development report dated October 11, 2011; and

That waste diversion and recycling be made mandatory at City Facilities and that the Environmental Services Division take a more active role in facilitating this requirement in an effort to set a standard within the community as per the details of Item #4 in the General Manager of Growth & Development report dated October 11, 2011; and

That blue box recyclables be kept out of the Industrial, Commercial & Institutional Stream as per the details of Item #5 in the General Manager of Growth & Development report dated October 11, 2011;

That a commercial user pay program for garbage be established as per the details of Item #6 in the General Manager of Growth & Development report dated October 11, 2011; and

That a truckload sale of Big Blues be approved for 2012 and 2013 as per the details of Item #8 in the General Manager of Growth & Development report dated October 11, 2011; and

That additional collection recycling services be approved as per the details of Item #9 in the General Manager of Growth & Development report dated October 11, 2011; and

Signed By

Report Prepared By

Chantal Mathieu
 Manager of Environmental Services
Digitally Signed Oct 28, 11

Division Review

Chantal Mathieu
 Manager of Environmental Services
Digitally Signed Oct 28, 11

Reviewed By

Bill Lautenbach
 General Manager of Growth and Development
Digitally Signed Nov 8, 11

Recommended by the Department

Bill Lautenbach
 General Manager of Growth and Development
Digitally Signed Nov 8, 11

Recommended by the C.A.O.

Doug Nadorozny
 Chief Administrative Officer
Digitally Signed Nov 9, 11

That reducing the garbage bag limit from three to two units be approved effective February 2013, as per the details of Item #10 in the General Manager of Growth & Development report dated October 11, 2011; and

That leaf & yard trimmings be kept out of the residential garbage collection stream as per the details of Item #11 in the General Manager of Growth & Development report dated October 11, 2011; and

That the related financial impact for any item recommended by the Policy Committee be referred to the Finance Committee for the 2012 budget process.

Finance Implications

Depending on the items approved by Policy Committee, options totalling between \$26,250 and \$96,500 for the 2012 budget will be forwarded to Finance Committee for consideration during the 2012 budget process.

Background

The attached report and presentation outlines the various issues or reviews undertaken by Council's Solid Waste Advisory Panel in the five meetings held between May 25, 2011 to September 23, 2011.

Update and Recommendations from the Solid Waste Advisory Panel

Council's Solid Waste Advisory Panel has met five times since May 2011. The current Panel comprises of a Chair (Councillor Barbeau), a Vice-Chair (Councillor Berthiaume), Councillor Kett, and five public members (Ian Coppo, Skye Little, Mark Rene Peplinskie, Arthur Gordon Slade, and Lloyd R. Stinson).

Various solid waste issues have been reviewed by the Panel and the following recommendations are for Council's information or approval:

Item #1 - Trucks from a Rental Agency - Council Approval Required:

The Panel recommends that residents interested in renting a truck from a rental agency to deliver their residential waste during the Residential Tipping Fee Holiday can do so by completing and submitting an application. In order to make these changes, Council must approve the following highlighted change in the Waste Management By-law:

- 7-(1) Notwithstanding anything to the contrary in the Waste Management By-law, including the Schedules, during Clean-Up Week, fees otherwise payable shall be waived for garbage which is:
- (i) generated in a residential dwelling in a low density residential building;
 - (ii) delivered to the Waste Disposal Site in a:
 - private motor vehicle;
 - **truck from a rental agency that has been pre-approved one week prior to the Clean-up Week. The approved original form must be submitted to the Scalehouse Attendant;**
 - (iii) delivered by a person who is an owner who resides in the dwelling in the low density residential building in which the garbage was generated; and
 - (iv) otherwise compliant with this Waste Management By-law.

Budget Impact – None expected at this time.

Item #2 - Waste Storage Containers - Council Approval Required:



The use of waste container storage under the Waste Management Bylaw is currently not permitted. Staff was requested to review this matter in the hopes of solving periodic bear/garbage issues in rural areas. A one year pilot was conducted using the TyeDee Bin. The pilot was deemed successful by waste collection crews, the resident and staff.

The Panel recommends that interested residents can make application for use of this waste container storage, provided that certain requirements are met.

In order to make these changes, the Panel recommends that the following language be adopted in the Waste Management By-law:

- 12.(1) A registered owner of a property to which waste collection services are provided by the City may provide a waste container storage centre on that property:
- (a) but no waste collection services shall be provided to that property unless the approved container or bulky item is moved from the waste storage centre to the collection location.
 - (b) Waste collection services shall be provided from the approved Waste Storage Container (TyeDee Bin or Approved Equal) provided that the container is:**
 - (i) placed on the resident's own property no further than six feet from the edge of the road;**
 - (ii) the resident's/property owner's address is clearly marked on the container;**
 - (iii) completely accessible to collection crews;**
 - (iv) never placed in a location to impede road maintenance work.**
- 12.(2) Every registered owner of a property who has established a waste container storage centre on that property, shall keep the waste container storage centre and its immediate vicinity in a clean and sanitary condition and in a good state of repair.

Budget Impact – None expected at this time.

Item #3 - Review of Various Waste Containers – Council Approval Required:

Rigid Garbage Containers - The issue that has developed over time is related to the 85 litre capacity container. Most rigid garbage containers, especially the garbage containers with wheels being sold today by retailers have a greater capacity. The majority of the containers being used by residents fall in the 121 litre capacity with a smaller portion in the 133 litre capacity.

A review of standards with other municipalities indicates a range of choices for capacity, but has Greater Sudbury with the highest weight allowance (25 kilograms/55 pounds). In order to find a balance between residential options and safety measures for collectors, the Panel recommends that the **capacity of the container be increased with a decrease in the weight allowance**. In order to make these changes, the Panel recommends that the following language be adopted in the Waste Management By-law:

- a) A rigid container:
- (i) in good working order;
 - (ii) with a maximum capacity of 133 litres (35 gallons). Any container over 133 litres will be considered a storage unit and every bag of garbage will be considered an approved unit;
 - (iii) which weighs no more than 18 kilograms (40 pounds) when filled;
 - (iv) with an external height no greater than 95 centimetres (3.1 feet);
 - (v) with an internal width or diameter no greater than 60 centimetres (2 feet);
 - (vi) with a lid which may be easily and completely removed to facilitate collection and has any device used to tie down the lid completely removed prior to collection; and
 - (vii) with handles which are set above the midpoint on both sides of the garbage container.



Garbage Bags and Garbage Bundles – A review of standards with other municipalities indicates most do not refer to a capacity for garbage bags. Greater Sudbury maximum height is one of the highest, along with having the highest weight allowance (25 kilograms/55 pounds). In order to be consistent, the Panel recommends that the **reference to capacity of the bag be removed with a decrease in the weight allowance**. In order to make these changes, the Panel recommends that the following language be adopted in the Waste Management By-law:

- a) A plastic garbage bag which
- (i) is not torn, punctured, ripped and in good working order;
 - (ii) is no more than 125 centimetres and no less than 80 centimetres in height;
 - (iii) is no more than 90 centimetres and no less than 65 centimetres in width;
 - (iv) weighs no more than 18 kilograms (40 pounds) when filled; and
 - (v) is closed and securely tied.
- b) A bundle of garbage, measuring no more than 1.2 metres in length, no more than 60 cm in width and weighing not more than 18 kilograms (40 pounds), such as scrap wood (with nails removed), carpeting which has been rolled and cut, but not including

branches which have been cut and tied or a bundle of recyclable materials such as cardboard.

Recycling Containers - There were various issues regarding recycling containers late last year, and in order to meet residential and commercial requirements, consistency and safety concerns, the Panel recommends that the following language be adopted in the Waste Management By-law:



a) A residential outdoor curbside recycling container is defined as:

- (i) a curbside blue box provided by the City for use as a recycling container or an exact version sold in retail stores that is in good working order, which weighs no more than 18 kilograms (40 pounds) when filled;
- (ii) a curbside ‘Big Blue’ sold by the City for use as a recycling container that is in good working order, which weighs no more than 18 kilograms (40 pounds) when filled;
- (iii) a rigid blue box blue container with the recycling mobius loop:
 - that is in good working order;
 - with a maximum capacity of 133 litres (35 gallons);
 - which weighs no more than 18 kilograms (40 pounds) when filled;
 - with an external height no greater than 95 centimetres (3.1 feet);
 - with an internal width or diameter no greater than 60 centimetres (2 feet);
 - with a lid which may be easily and completely removed to facilitate collection and has any device used to tie down the lid completely removed prior to collection; and
 - with handles which are set above the midpoint on both sides of the recycling container;
- (iv) open corrugated boxes or boxes similar in size to a City blue box will be an approved recycling container during periodic overflow. These boxes must be placed out beside an approved blue recycling container.
- (v) a clear plastic bag for shredded recyclable paper which is:
 - not torn, punctured, or ripped and in good working order;
 - is no more than 125 centimetres and no less than 80 centimetres in height;
 - is no more than 90 centimetres and no less than 65 centimetres in width;
 - weighs no more than 18 kilograms (40 pounds) when filled;
 - is closed and securely tied; and
 - is placed out beside an approved blue recycling container;
- (vi) a clear plastic bag for recyclable rigid polystyrene foam which is:
 - not torn, punctured, or ripped and in good working order;

- is no more than 125 centimetres and no less than 80 centimetres in height;
- is no more than 90 centimetres and no less than 65 centimetres in width;
- weighs no more than 18 kilograms (40 pounds) when filled;
- is closed and securely tied; and
- is placed out beside an approved blue recycling container.

b) A commercial outdoor curbside recycling container is defined as:

- (i) a curbside yellow box provided by the City for use as a recycling container under the City's Biz Box program, that is in good working order, which weighs no more than 18 kilograms (40 pounds) when filled;
- (ii) a curbside "Big Yellow" sold by the City for use as a recycling container under the City's Biz Box program, that is in good working order, which weighs no more than 18 kilograms (40 pounds) when filled;
- (iii) a curbside "Downtown Sudbury Big Yellow" sold by the City for use as a recycling container under the Downtown Sudbury recycling program, that is in good working order, which weighs no more than 18 kilograms (40 pounds) when filled.



Leaf & Yard Trimmings Container - To be consistent and for health & safety reasons, the Panel recommends that the reference to **capacity of the bag be removed with a decrease in the weight allowance**. In order to make these changes, the Panel recommends that the following language be adopted in the Waste Management By-law:

- A leaf & yard trimmings container shall take the form of:

- a) a clear plastic bag which is:
 - (i) not torn, punctured, or ripped and in good working order;
 - (ii) is no more than 125 centimetres and no less than 80 centimetres in height;
 - (iii) is no more than 90 centimetres and no less than 65 centimetres in width;
 - (iv) weighs no more than 18 kilograms (40 pounds) when filled; and
 - (v) is closed and securely tied;
- b) a compostable paper bag which is:
 - (i) not torn, punctured or ripped, treated with wet strength and in good working order;
 - (ii) manufactured for the purpose of yard trimmings collection;
 - (iii) weighs no more than 18 kilograms (40 pounds) when filled;
 - (iv) is closed and securely tied; and

- c) a bundle of yard trimmings:
 - (i) measuring no more than 1.2 metres in length and no more than 60 centimetres in width;
 - (ii) weighing not more than 18 kilograms (40 pounds); and
 - (iii) securely tied.

Item #4 - Enhancing Recycling & Waste Diversion at Municipal Facilities – Council Approval Required:

The Panel has recommended that the Environmental Services Division take a more active role in facilitating waste diversion and recycling efforts at City facilities. The Panel also recommends that the following items be made mandatory in an effort to set a standard within the community:

- **Recycling Blue Box Items** - The lack of recycling containers (for blue box materials) appears to be an issue at certain facilities. To rectify the issue, the Environmental Services Division will assist with a one-time provision of standard recycling equipment for City facilities. Previously used recycling equipment will be used when appropriate or new standard equipment will be provided when required. New equipment will be budgeted as part of the 2012 Capital Budget Process. Once the equipment has been delivered, the City facility will be responsible for replacement equipment and for transferring the material to a central collection location. All blue box materials will then be collected by the Environmental Services Division and taken to the City's Recycling Centre.

Budget Impact – The new equipment requirements will be presented as part of the 2012 Capital Budget Process. The cost of collecting recyclables from City facilities is currently funded from the Environmental Services' operating budget.

- **Diversion of Leaf & Yard Trimmings** - The Environmental Services Division will provide a central leaf & yard trimmings container for City staff that produce this waste and this waste will be diverted and composted at the City's various Leaf & Yard Composting Pads. This material must not be placed in garbage bags and must be segregated and placed in the central container for composting. Contractors that provide landscaping, grass cutting, tree cutting, tree trimming, etc. will also be required to segregate this waste (not in garbage bags) and this waste must be delivered to one of the City's Leaf & Yard Composting areas. The Environmental Services Division will notify City Departments of this requirement.

Budget Impact – Detailed information is not available at this time, but future collection costs would be funded from the Environmental Services' operating budget.

- **Electronic Waste** - The Environmental Services Division in conjunction with the Information Technology Section will divert electronic equipment generated at City facilities. City staff will be advised to send all their electronic equipment to the Information Technology Section. The Information Technology Section will inventory the electronic equipment. The electronic equipment will either be reused or recycled. Electronic equipment stockpiled for recycling will be collected by the Environmental Services Division.



Budget Impact – No budget impact as the program costs are covered under the Ontario Electronic Stewardship Fund.

- **Hazardous Waste Collection and Disposal** – The City’s Supplies and Services Section has prepared a new consolidated contract for the collection of hazardous waste from City facilities. The tender was prepared with input from various sections, including the Health & Safety Officer and the Environmental Services Division. The successful contractor, when selected will deal directly with each City facility and provide them with the necessary regulatory paperwork and guidance.

Budget Impact – No budget impact as the cost for the proper collection and disposal of hazardous waste is funded under existing operating budgets within each City facility cost centre.

- **Other Waste Diversion Initiatives** – additional programs will be established based on various reviews. For example, if a City facility generates waste on a regular basis that can be diverted, then the Environmental Services Division will provide a segregated collection service. This can include pallets, cloth, scrap metal, etc.

Budget Impact – Detailed information is not available at this time, but future collection costs would be funded from the Environmental Services’ operating budget.

- **Organic Waste** - Collection of organic waste at City facilities will be reviewed and presented at a later date.

Item #5 - Blue Box Recyclables out of the IC&I Disposal Stream - Council Approval Required:

Corrugated cardboard has been banned from disposal for many years and the Panel has recommended that the other blue box recyclables (containers, papers, etc.) should also be kept out of the City’s landfills.

This ban could potentially divert 2,500 to 3,000 tonnes of recyclable materials per year with full participation. Full participation is not anticipated, but allowance at a rate of 50% would be justified in Year 1. Yearly adjustments would then be made based on actual diversion rates.

The impact to the IC&I sector is expected to be positive. Most facilities should already be diverting their corrugated cardboard and the new items can simply be placed in their existing front-end recycling container or delivered to a City Recycling Depot. By recycling this material, the IC&I sector can also reduce their disposal costs.

If approved by Council, staff would require eight (8) months to implement the new waste diversion initiative.

Budget Impact – If this item is approved by January 2012, then the financial impact in 2012 is expected to be \$26,250 to \$31,500. The annualized impact in 2013 is expected to be approximately \$78,750 to \$94,500.

Item #6 - Provision of Curbside Collection Services to the IC&I Sector - Council Approval Required:

The provision of collection services for the IC&I sector was reviewed by the Panel and the Panel recommends that a cost recovery program for small businesses be developed.

Cost recovery for the IC&I sector has been the standard for this sector. The City's Central Business District in downtown Sudbury has been receiving curbside collection for garbage on a cost recovery system for approximately ten (10) years and very recently Downtown Sudbury has agreed to cover the cost of recycling for downtown merchants.

Services for medium and large businesses would continue to be provided by private waste companies. Private waste companies are equipped with the necessary collection equipment and billing systems.

The following outlines the existing services and the proposed services for small businesses on a residential collection route:

The Biz Box Recycling Program – This recycling program has been available for many years on a cost recovery basis. Businesses apply for the service and use up to three yellow boxes for collection services. In 2011, the "Big Yellow" was introduced as an alternative container. Refer to Appendix A. The number of participants in the program is tracked and the tonnage is subtracted for the residential funding requirements with Waste Diversion Ontario.

Commercial User Pay Program for Garbage – This program has recently been developed and would be suitable for businesses that produce very little garbage (three garbage bags or less). Interested businesses would make application for the service and if eligible would be sold

yellow garbage bags in sets of ten (10). Refer to Appendix B. The cost would reflect the actual cost of bags, administration, collection services and disposal fees. At this time, the cost is anticipated to be approximately \$3 per bag. The number of participants in the program would be tracked and the tonnage subtracted for the residential funding requirements with Waste Diversion Ontario.

If approved by Council, staff would require five (5) months to implement this new program.

Budget Impact – The initial program start-up cost would be funded from the Solid Waste Capital Envelope or Reserve and future revenues would replenish the fund.

Item #7 - Video: The City's Recycling Centre - For Information Only:

A video of the City's Recycling Centre Processing System was developed in house and is posted on the City's website. The video demonstrates the collection of blue box recyclables and what happens to these recyclable items once they arrive at the City's Recycling Centre.

Direct English Link: <http://www.greatersudbury.ca/video.cfm?movie=0qp7MnKqiPo>

Direct French Link: <http://www.greatersudbury.ca/video.cfm?movie=58lp14qwAHE>

The production of videos on the City's Household Hazardous Waste & Toxic Taxi Program, the Leaf & Yard Trimmings Composting Process and the Green Cart Organic Process is currently underway.

Item #8 - Truckload Sale of Big Blues - Council Approval Required:

The Panel has recommended that staff undertake two Big Blue truckload sales. The recommendation includes selling the container at a subsidized rate of \$10 each, limiting one container per household and holding one event in 2012 and another in 2013.



Budget Impact – A budget of approximately \$65,000 would permit the set-up and distribution for one truckload sale (or approximately 2,000 Big Blues). This rate is based on current container pricing. If approved, this item would impact the 2012 and 2013 budget.

Item #9 - Additional Recycling Collection Services - Council Approval Required:

The Panel has recommended the provision of recycling services to non-profit volunteer organizations such as the Naughton Ski Trail.

Within Greater Sudbury, it is estimated that 321 volunteer organizations provide various services within the community. Of the 321 organizations, 155 organizations have a sports related theme. A large portion of the 155 organizations currently receive recycling collection services due to their location (within a municipal facility, schools, etc.).

Staff estimates that approximately 30% or 46 organizations either deliver their items for recycling or they do not recycle and the material is landfilled.

In order to assist these organizations, the Panel has recommended that non-profit volunteer organizations with a sports related theme be exempt from the City's Biz Box Recycling Program fees.

Budget Impact – The budget impact is expected to be less than \$5,000 if all eligible organizations join the program. Since very few requests for this service have been received, staff recommends that no budget increase be approved at this time and any future program participants and related fees be incorporated in the annual operating budget.

Item #10 - Reducing the Garbage Bag Limit - Council Approval Required:

In 2010, the Solid Waste Advisory Panel reviewed methods to increase waste diversion. The review included the reduction in the garbage collection frequency (from once per week to every second week) and the reduction of the garbage limit from three to two units. Although reducing the garbage collection frequency would increase waste diversion, the inconvenience to residents without financial savings was deemed not acceptable. Based on this information, the 2010 Panel and the 2011 Panel recommended the reduction of the garbage limit from three to two units.



Lowering bag limits increase diversion of waste from landfills as long as residents have access to convenient and comprehensive waste diversion opportunities and additional garbage collection options. In Greater Sudbury, residents have year round weekly collection of blue box recyclables, household hazardous waste, leaf & yard trimmings and green cart organics.

The minority of residents that generate more than three garbage bags per week will need to pay closer attention to what they purchase and in what container they place their waste. If these options have been exhausted, then additional garbage collection requirements can be met with the purchase of garbage bag tags. Bag tags are available at convenient locations throughout Greater Sudbury.

The Panel is recommending that the new bag limit become effective February 2013. This will provide staff the necessary time to prepare the educational materials and to notify residents in 2012.

Budget Impact –

There will be no impact to the overall collection costs. Processing of additional recyclables and divertible items is anticipated. However, the additional cost is expected to be low based on the waste audit analysis and should simply be adjusted yearly based on actual quantities diverted.

The cost to promote the new bag limit, including recycling and diversion programs and the bag tag system will be covered by existing educational accounts.

The reduction in the garbage limit is expected to increase calls and the requirement to respond to citizen inquiries and/or complaints. Additional part time or temporary hours during peak periods will ensure that we have the necessary staff to provide direction and education to residents from the office and directly in the field. These costs are estimated at \$35,000 per year and would impact the 2013 operating budget.

Item #11 - Leaf & Yard Trimmings out of the Residential Garbage Collection Stream:

The Panel recommends that residents segregate and not place their leaf & yard trimmings in a garbage bag or container. The few residents that are currently not diverting this material will simply have to learn to place the material in clear plastic bags or paper compostable bags. Garbage bags or containers with less than 10% leaf & yard trimmings material will be permitted. This will account for the small amounts of leaves and grass clippings that may be swept up with sand.

The Panel is recommending that this initiative become effective March 2012. Advertising will commence in February prior to the Spring rush, with periodic reminders in the Summer and another blitz prior to the Fall.

Budget Impact –

There will be no financial impact to the overall collection system. Processing of additional leaf & yard trimmings is anticipated. However, the additional cost is expected to be low based on the

waste audit analysis and should simply be adjusted yearly based on actual quantities diverted. These costs already fluctuate year to year based on weather patterns.

The notices will be funded from existing educational accounts.

Based on existing staffing and work load, staff does anticipate the need for additional resources in order to respond to citizen inquiries and/or complaints. Additional part time hours during the peak Spring and Fall periods will ensure that we have the necessary staff reviewing issues, answering questions and educating residents. These costs are estimated at \$4,800 per year.



Biz Box Program Recyclage commercial

Annual Fee | Frais annuels : \$ 59.00

■ Business Information | Renseignements sur l'entreprise

Name of Business
Nom de l'entreprise _____

Contact Person
Personne responsable _____

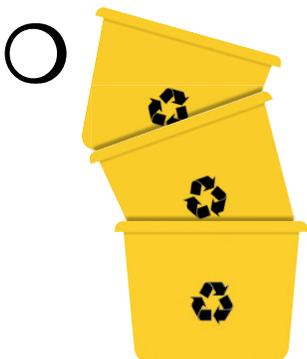
Address of Business
Adresse de l'entreprise _____

Telephone
Téléphone _____

Fax
Télécopieur _____

Email
Courriel _____

■ Recycling Containers | Contenants pour recyclage



\$ 15.00

or / ou



\$ 30.50

Fax | Télécopier : 705-671-1148

Email | Courriel : wastemanagement@greatersudbury.ca
gestiondesdechets@grandsudbury.ca

FOR OFFICE USE ONLY | RÉSERVÉ À L'ADMINISTRATION

Is the business located on a residential route? | L'entreprise est-elle située sur une route résidentielle? No | Non Yes | Oui

Day of collection | Jour de collecte _____ Completed by | Rempli par _____

Other | Autre _____



Commercial User Pay

Garbage Bags

Sacs de déchets commerciaux payés par l'utilisateur

Do not place these items in your bag:

- sharp objects
- blue box recyclables
- hazardous waste

Remember to:

- not overload your bag
- follow the current garbage bag limit
- place your bags curbside by 7:00 am on your regular collection day

Ne placez pas les objets suivants dans votre sac :

- objets coupants ou tranchants
- articles recyclables dans les boîtes bleues
- déchets dangereux

Rappels :

- ne surchargez pas votre sac
- respectez le nombre de sacs permis
- placez vos sacs au trottoir avant 7 h le jour de la collecte



Greater | Grand
Sudbury

package of | paquet de

10

Questions?

Call City Services at 3-1-1
Monday to Friday
between 8:30 am and 4:30 pm

Questions?

Appelez les Services municipaux au 3-1-1
du lundi au vendredi
entre 8 h 30 et 16 h 30

