

## Request for Decision

### Operation & Maintenance of the Household Hazardous Waste Program

Presented To: Finance and  
Administration  
Committee

Presented: Tuesday, May 15, 2018

Report Date Tuesday, May 01, 2018

Type: Managers' Reports

### Resolution

THAT the City of Greater Sudbury approves funding for Contract ISD18-3 for the Operation & Maintenance of the Household Hazardous Waste Program, Facility and Site from the Tax Rate Stabilization Reserve in the amount of \$96,000 for 2018 as outlined in the report entitled "Operation & Maintenance of the Household Hazardous Waste Program", from the General Manager of Growth & Infrastructure, presented at the Finance & Administration Committee meeting on May 15, 2018.

### Relationship to the Strategic Plan / Health Impact Assessment

This report refers to operational matters.

### Report Summary

This report provides the tender results of the most recent procurement process for the Operation & Maintenance of the Household Hazardous Waste Program, Facility and Site.

### Financial Implications

The estimated 2018 budget shortfall is \$156,000 excluding taxes since the new contract terms will commence August 19, 2018. Approximately \$60,000 will be offset by a portion of the savings from the reassignment of waste collection from contractor crews to in-house crews. If approved, the remaining \$96,000 will be funded from the Tax Rate Stabilization Reserve in 2018. The 2019 budget will reflect the full cost of this contract.

#### Signed By

##### **Report Prepared By**

Renee Brownlee  
Manager of Solid Waste and  
Administrative Services  
*Digitally Signed May 1, 18*

##### **Division Review**

Chantal Mathieu  
Director of Environmental  
*Digitally Signed May 1, 18*

##### **Financial Implications**

Jim Lister  
Manager of Financial Planning and  
Budgeting  
*Digitally Signed May 1, 18*

##### **Recommended by the Department**

Tony Cecutti  
General Manager of Growth and  
Infrastructure  
*Digitally Signed May 1, 18*

##### **Recommended by the C.A.O.**

Ed Archer  
Chief Administrative Officer  
*Digitally Signed May 1, 18*

## **BACKGROUND**

The operation and maintenance of the Household Hazardous Waste Program is currently operated by Envirosystems Incorporated. This contract provides for the labour, material, equipment and management necessary for the operation of the permanent Household Hazardous Waste Depot, the operation of the Toxic Taxi service and a paint reuse program in accordance with all municipal, provincial and federal by-laws, regulations and acts. This Contract expires August 18, 2018.

The Request for Supplier Qualification document ISD18-3 for the Operation & Maintenance of the Household Hazardous Waste Program, Facility and Site was prepared and submitted in late 2017. The document included clarification for service level and maintenance requirements, including the requirement for various plans. Performance standards, including key performance indicators, electronic reporting, Automatic Vehicle Locator (AVL) for the Toxic Taxi and the corporate health & safety standards protocols were also included in the document.

Purchasing posted the Request for Supplier Qualification document on January 23, 2018. The closing date of February 21, 2018 was in compliance with the posting time imposed by the Canadian European Trade Agreement and the Canadian Free Trade Agreement. Three (3) companies publically signed up for the plan takers list:

- 1) Blue Metric Environmental Inc.
- 2) Drain-All Ltd.
- 3) Envirosystems Incorporated

Envirosystems Incorporated submitted a document under the Request for Supplier Prequalification process. The submission was pre-qualified by staff and they submitted a tender bid on March 29, 2018. The compliant bid submitted was \$876,109.75 excluding taxes.

Following analysis, the compliant bid is over budget by approximately \$423,000 per year excluding taxes.

The estimated 2018 budget shortfall is \$156,000 excluding taxes since the new contract terms will commence August 19, 2018. Approximately \$60,000 will be offset by a portion of the savings from the reassignment of waste collection from contractor crews to in-house crews. Staff are recommending that the remaining shortfall of \$96,000 be funded from the Tax Rate Stabilization Reserve.

The estimated annual budget shortfall of \$423,000 excluding taxes will be incorporated in the 2019 base budget. These costs have been incorporated in the 2019/2020 preliminary financial forecast that will be presented to Council on May 15, 2018.

Based on the recent announcement made by the Minister of the Environment and Climate Change, staff anticipates that the management of household hazardous waste will transition to individual producer responsibility by December 31, 2020. This means that the majority of the costs may be removed from the municipal tax levy. Staff will participate in this transition process and provide the committee with regular updates as they become available.



2018

Falconbridge	Recycling Centre	Household Hazardous Waste Depot
	Frobisher	
	M.I.C.	
	Kingsway	

Open the following Saturdays  
from 8:30 am to 3:30 pm

- January 13	- July 14
- February 10	- August 11
- March 10	- September 1, 8, 15, 22, 29
- April 7, 14, 21, 28	- October 6, 13, 20, 27
- May 5, 12, 19, 26	- November 10
- June 9	- December 8

# Household Hazardous Waste Depot

## 1853 Frobisher Street, Sudbury

Don't throw hazardous waste in the garbage, down the sink or in the sewer. Bring it to the Household Hazardous Waste Depot for free disposal.

### Examples of materials accepted

Common examples of household hazardous waste include:

- |                      |                       |                                 |                      |                   |
|----------------------|-----------------------|---------------------------------|----------------------|-------------------|
| - medicines          | - household batteries | - butane lighters and cylinders | - transmission fluid | - brake fluid     |
| - car wax            | - diesel              | - kerosene                      | - car batteries      | - gasoline        |
| - motor oil          | - antifreeze          | - windshield washer             | - glues              | - cements         |
| - paints             | - thinners            | - stains and preservatives      | - turpentine         | - paint strippers |
| - rust removers      | - ammonia             | - aerosols                      | - drain openers      | - oven cleaners   |
| - fire extinguishers | - pool chemicals      | - propane tanks and cylinders   | - fertilizers        | - syringes        |
| - fluorescent tubes  | - thermometers        | - weed and bug killers          |                      |                   |

### Materials not accepted:

No commercial, industrial, institutional, pathological, PCB, explosive, radioactive or unknown waste will be accepted.

#### Please note:

- |   |   |
|---|---|
| • All waste must be clearly labelled and in sealed containers.      | • Do not mix different products together.         |
| • Reusable containers will not be returned (i.e. plastic gas cans). | • Syringes must be in a puncture-proof container. |

For further information, please call City Services at 3-1-1 or visit our website at [www.greatersudbury.ca/wastemanagement](http://www.greatersudbury.ca/wastemanagement).

It starts with you! We'll take it from here.





## Toxic Taxi

### Don't throw hazardous waste in the garbage, down the sink or in the sewer.

If you're unable to deliver your household hazardous waste to the Household Hazardous Waste Depot, please call the Toxic Taxi answering service at 705-560-9019 to make an appointment for free home collection service.

Please leave your name and telephone number(s). Your call will be returned in 24 hours to schedule an appointment.

You may also make a Toxic Taxi appointment by email. Simply send an email to [Sudburytoxictaxi@hotzenvironmental.com](mailto:Sudburytoxictaxi@hotzenvironmental.com) detailing your name, address and the waste you have to be collected. A representative will reply with an appointment date that you will be asked to confirm.

Please note for safety reasons, the Toxic Taxi will not pick up waste if you are not home.

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#### Common examples of household hazardous waste include:

- |                      |                       |                                 |                      |                   |
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# IMPORTANT Information about Sharps Disposal

(Syringes, Needles and Lancets)

Sharps, including syringes, needles and lancets, must be discarded in a proper manner to prevent needlestick injuries. There are various methods of safe disposal:

**Participating Pharmacies:** Go to [www.healthsteward.ca](http://www.healthsteward.ca) and enter your postal code to find the closest participating local pharmacy. These pharmacies will provide you with a free approved sharps disposal container, and once you bring it back full, they will safely dispose of it.

**Household Hazardous Waste Depot:** Place your sharps in a puncture proof container, such as a sharps disposal container from a pharmacy or a hard sided container such as a peanut butter jar, coffee can or detergent bottle. Deliver these sealed containers to the **Household Hazardous Waste Depot, 1853 Frobisher St.** (off Falconbridge Road), Sudbury. Hours of operation are available online at [www.greatersudbury.ca/hazardouswaste](http://www.greatersudbury.ca/hazardouswaste) or call 3-1-1 for information.

**Toxic Taxi:** Place your sharps in a puncture proof container, such as a sharps disposal container from a pharmacy or a hard sided container such as a peanut butter jar, coffee can or detergent bottle. You can schedule an appointment with the Toxic Taxi to pick up your sealed sharps container and other household hazardous waste from your home. For safety reasons, the Toxic Taxi will not pick up hazardous waste if you are not home. To book an appointment, please call the Toxic Taxi at 705-560-9019.



- NEVER** place sharps in a roadside garbage container, Blue Box or other waste collection container.
- NEVER** place sharps in a roadside or private property litter container.
- NEVER** place sharps in any private or commercial garbage or recycling bin.
- NEVER** dispose of sharps at a transfer station or landfill.

**Protect yourself.  
Protect others.**

Please take care when  
disposing of sharps.



*Thank you for helping to keep everyone safe!*

[www.greatersudbury.ca/hazardouswaste](http://www.greatersudbury.ca/hazardouswaste) • [www.healthsteward.ca](http://www.healthsteward.ca)