

COMMUNITY DEVELOPMENT COMMITTEE MINUTES



Thursday, January 26, 2012

The Committee met at 7:00 p.m. in the Dufferin Room,
229 Broadway, Orangeville

Members Present: Councillor Allen Taylor, Chair
Councillor John Oosterhof
Warden Walter Kolodziechuk
Councillor Don MacIver, Member from Amaranth
Chris Fast (Public Member)
Steve Soloman, Member from East Luther Grand Valley
Winston Uytendogaart (Public Member)
Councillor Darren White, Member from Melancthon

Members Absent: Councillor Bill Hill (prior notice)

Others Present: Councillor Ken McGhee
Councillor Laura Ryan

Staff Present: Sonya Pritchard, Chief Administrative Officer
Trevor Lewis, Director of Public Works
Pam Hillock, Clerk
Michelle Dunne, Deputy Clerk

Declarations of Pecuniary Interest by Members

Moved by Warden Kolodziechuk , seconded by Councillor Oosterhof

THAT the agenda and addendums previously circulated, be approved.

-Carried-

DELEGATION

1. COMMUNITY DEVELOPMENT COMMITTEE – January 26, 2012 – Item #1
Share IT Technology Access Service Program

Ms. Ranjana Mitra, Community Environment Alliance (CEA) addressed the Committee with respect to the Share IT Technology Access Service Program. Ms. Mitra gave an overview and highlighted the main focus of the program. The program collects used computers and IT equipment to refurbish and distribute to underprivileged and low income families in an environmentally safe way.

Moved by Councillor MacIver, seconded by Councillor White

THAT staff prepare a report on the pros and cons of the Share IT Technology Access Service Program and report back to committee.

-Carried-

2. COMMUNITY DEVELOPMENT COMMITTEE – January 26, 2012 – Item #2
Town of Mono Sustainability Advisory Committee

Mr. Ed Kroeker, and Mr. Paul Lansing, Town of Mono Sustainability Advisory Committee addressed the Committee with respect to their report on the DEEP Project. Mr. Lansing gave an overview of the Committee and introduced the members on their DEEP sub-committee, Ed Kroeker, Bob Mitchell, Sharon Martin and John Castel.

Mr. Kroeker highlighted Section 7.0 Summary and Conclusions of their Committee report “White Paper: DEEP Project – Solid Waste Gasification Plant” and noted the key issues presented in the report. The three key issues they identify are technical risks, cost and capacity relative to the needs of Dufferin County.

They inquired about the County of Dufferin responsibility in investing, holding equity or undertake any potential liability in the Project. Chair Taylor responded that to date Dufferin has not taken on this role.

They asked about the current status of the Memorandum of Understanding with AlterNRG and the negotiations for a Definitive agreement. He also inquired about citizen input.

The Director of Public Works reported that the MOU has lapsed and that he has a draft version of a Definitive Agreement.

An inquiry was made regarding York Region being interested in participating. Chair Taylor reported that York Region is partnering with the Compost Facility and not the Energy from Waste Facility. They have a partnership with Durham Region for waste disposal.

CORRESPONDENCE

3. COMMUNITY DEVELOPMENT COMMITTEE – January 26, 2012 – Item #3
AMO – Ontario Environmental Commissioners Annual Report

News release from AMO - Waste Diversion should be among the Province’s Top Environmental Priorities States Ontario’s Environmental Commissioners Annual Report.

Moved by Councillor Oosterhof , seconded by Warden Kolodziechuk

THAT the News release from AMO - Waste Diversion should be among the Province's Top Environmental Priorities States Ontario's Environmental Commissioners Annual Report, be received.

-Carried-

4. COMMUNITY DEVELOPMENT COMMITTEE – January 26, 2012 – Item #4
County Waste Recycling Study/Waste Management Collection Plan

Correspondence from the Town of Orangeville, Township of Amaranth and Township of East Garafraxa dated January 25, 2012, with respect to the County of Waste Recycling Study/Waste Management Collection Plan was circulated. The responses from the other municipalities were included in the staff report and Councillor White provided input from the Township of Melancthon.

REPORTS

5. COMMUNITY DEVELOPMENT COMMITTEE – January 26, 2012 – Item #5
Collections RFP Discussion

A report from the Director of Public Works dated January 26, 2012 to provide a forum to make the necessary decisions regarding the Collections RFP.

Item #5
Not
Adopted
by Council

The tables attached as Schedule A (A: Waste Management Decisions for Policy B: Recommended RFP Elements) are the parameters that the committee is recommending to be included in the RFP for collection and disposal.

The tables were created using the tables from the Waste Recycling Strategy and Waste Management Collection Plan.

The Director of Public Works reported that revenue from the WDO Data call in 2013 will be returned to the area municipalities.

The Committee concurred on the following parameters to be included in the RFP:

Moved by Councillor Oosterhof, seconded by Winston Uytenbogaart

THAT the RFP allow for a one-bag per week waste limit.

-Carried-

Moved by Councillor Oosterhof, seconded by Winston Uytenbogaart

THAT the County implement a clear-bag policy for waste.

-Carried-

6. **COMMUNITY DEVELOPMENT COMMITTEE – January 26, 2012 – Item #6**
Household Hazardous Waste and Electronic Goods Recycling Days – 2011 Summary Report

A report from the Director of Public Works dated January 26, 2012 to with respect to the 2011 Summary of the Household Hazardous Waste and Electronic Goods Recycling Days.

Moved by Councillor White, seconded by Steve Soloman

THAT Report CDC-01-26-12, Household Hazardous Waste and Electronic Goods Recycling Days – 2011 Summary Report, from the Director of Public Works dated January 26th, 2012 be received;

AND THAT staff be directed to research options for the servicing of the electronics from the HHW days for 2012;

AND THAT the proposed schedule for the 2012 hazardous waste days be accepted.
-Carried-

OTHER BUSINESS

Chris Fast advised that he is resigning from the Committee due to accepting the Waste Management Waste Coordinator position with the County of Dufferin. The Committee directed staff to advertise for new public members: one for the remainder of the term of council and one interim member until September 2012.

Warden Kolodziechuk asked if there was an update with the Region of York with respect to the Compost Facility. Mr. Lewis informed the Committee the report was going York Region's March Council meeting.

The Chair asked that a follow up on the Bale Wrap report presented at the November 24, 2011 Committee meeting be a future agenda item.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:10 p.m.

Next Meeting: Thursday, February 23, 2012
229 Broadway, Orangeville

Respectfully submitted,

Councillor Allen Taylor, Chair
Community Development Committee

SCHEDULE A to Community Development Committee minutes of January 26, 2012

Table 1 – General

	Study Recommendation	Decisions Required or Timing
Promotion and Education (P&E)	2012 P&E budget should be between \$1.50 and \$2 per household	Budget item.
	2013 P&E budget should be between \$3 and \$4 per household	Budget item.
Existing By-laws	Prior to the assumption of waste collection responsibilities, enact a single, County-wide waste management By-law and rescind all local municipal waste management By-laws	To be presented to CDC at September 2012 meeting. The County cannot rescind local bylaws but correspondence will be sent out in June reminding the local municipalities.
Mandatory By-law	The County should consider a Mandatory waste diversion By-law	To be presented at the September 2012 CDC meeting.
Inaccessible and Private Roads	The County, municipalities and residents residing on inaccessible and private roads (and who wish to receive curbside collection), work co-operatively to identify possible solutions to their specific needs regarding curbside collection service.	Roads with issues will be identified with the help of local municipalities in first quarter of 2012.

Table 2 – Green Bin

Co-collection	That bidders be encouraged to employ co-collection to obtain collection efficiencies.	Agreed. To be included in Collection RFP.
Acceptable Materials	In anticipation that acceptable Green Bin materials will change as a result of the opening of the composting facility at the DEEP site, structure the contract resulting from the RFP in a manner that allows the County to implement and communicate the change effectively to all residents and to the collection contractor	This will not be an issue initially as the Green Bin materials will be going to the same site. When the DEEP composting facility opens, any changes in the program will be identified and be included in P&E materials, possibly in 2014.
Promotion and Education	Initiate a P&E campaign to identify and address the barriers to current participation in the Green Bin program	This has been done as part of the Set-Out Study. As well other policy changes might assist with diversion.
Waste Audits	That targeted waste audits be considered in order to confirm the status of green bin participation in rural areas	This has been done as part of the Set-Out Study. As well other policy changes might assist with diversion.

Table 3 – Blue Box

Set-out Requirements	Prior to the County's assumption of waste collection responsibilities, update the P&E material and information to reflect the acceptable set-out requirements	To be done Sept. 2012 and November 2012.
Acceptable Materials	Prior to the County's assumption of waste collection responsibilities, update the P&E material and information to reflect the full extent of recyclables accepted by the program	The MRF will be identified in Q1 and included with Collections RFP. P&E will identify the changes.
Program Type	Prior to the County's assumption of waste collection responsibilities, update P&E material and information to reflect the change	Agreed.

	to and convenience of setting out material as a single stream	
Co-collection	That bidders be encouraged to employ co-collection to obtain collection efficiencies	Agreed.
	Construct a Blue Box recyclables transfer station at the DEEP site	To be considered in future capital budget and/or identified as a possibility in the Collection RFP

Table 4 – Garbage

Set-out Requirements	Establish a two (2) garbage bag limit per collection day (Should be re-stated to one bag per week.)	See motion (one bag limit per week)
	Establish a garbage bag size limit not to exceed 42 inches by 48 inches	yes
	Establish a garbage can size limit not to exceed 125 Litres (33 gallons)	yes
	Establish a garbage item set out weight limit not to exceed 23kg (50lbs)	yes
Pay-As-You-Throw	Beginning in 2012, establish a County-wide bag-tag price of \$2 each	yes
	Continue to permit diapers and pet waste in the garbage stream until such time as they are permitted as acceptable materials in the Green Bin program	yes
Clear Bags	Consider implementing a County-wide clear bag for garbage policy	yes (see motion)
Co-collection	Garbage could be co-collected with another material stream	To be included in Collection RFP.

Table 5 – Yard Waste and Bulk Items

Urban and Rural	Accurate reporting of the quantity of residential on-property Yard Waste management should be implemented	This will be done once the contract is in place.
Collection Frequency	Adopt a uniform collection schedule for all residents	Director of Public Works to provide a map showing the various densities for Committee's consideration.
Grass	Consider a grass ban from Yard Waste and garbage	yes
	Consider promoting GrassCycling	Can be included in the P&E material

**Table 2 – Specific RFP Elements
Action**

Recommendations

Collection Areas	The RFP shouldn't restrict collection schemes that cross local municipal borders	Agreed.
	The RFP should outline the locations of currently inaccessible and private roads and require pricing to service these areas	This list of locations is being collected by staff.
	Similarly, the County should include a section in the RFP that identifies the need for specialized	Agreed.

	equipment (i.e. smaller collection vehicle) to enable collection on these road ways.	
	The RFP should request pricing for recycling collection at multi-residential locations	Director of Public Works to check with Orangeville and Shelburne policies
	The County's RFP state that curbside collection in urban areas be on both sides of the street and that curbside collection in rural areas be on one side of the street only except on major thoroughfares and high traffic roads, as determined by the County.	A list of rural roads for both-side collection is being developed.
	The RFP require urban collection of Yard Waste and optional rural collection	Agreed.
Collection Frequency: Garbage, Blue Box and Green Bin	The RFP should request pricing based on the following two (2) scenarios: <ol style="list-style-type: none"> 1. Four (4) day per week collection schedule encompassing: <ol style="list-style-type: none"> A. Weekly collection of Blue Box & Green Bin and Bi-weekly collection of Garbage; and B. Weekly collection of Blue Box, Green Bin and Garbage. 2. Five (5) day per week collection schedule encompassing: <ol style="list-style-type: none"> A. Weekly collection of Blue Box & Green Bin and Bi-weekly collection of Garbage; and B. Weekly collection of Blue Box, Green Bin and Garbage. 	Agreed.
Collection Frequency: Yard Waste, Bulk Items and White Goods	<ol style="list-style-type: none"> 1. The RFP should prescribe curbside collection of Yard Waste for all urban residents 2. The RFP should prescribe curbside collection of Bulk Items for all residents 	Agreed. Agreed.
	The RFP should state that paper bags, reusable containers and bundles are the only acceptable form for Yard Waste set out for collection	Agreed. Use of vacuum truck for urban centres that are heavily wooded
	The RFP should require bidders to propose the acceptable length, diameter and weight of Yard Waste set out for collection	Agreed.
	The RFP should request pricing based on the following two (2) scenarios: <ol style="list-style-type: none"> 1. Yard Waste: <ol style="list-style-type: none"> A. Urban (mandatory) collection weekly during the Spring and Autumn, monthly during the Summer and for at least one (1) week in January (for Christmas trees); and B. Rural (optional) collection weekly during the Spring and Autumn, monthly during the Summer and for at least one (1) week in January (for Christmas 	Agreed. Director of Public Works to provide map of high density areas

	<p>trees).</p> <p>2. Bulk Items:</p> <p>A. Monthly; and</p> <p>B. Quarterly.</p>	
Collection - General	Structure the RFP so that bidders can propose co-collection options for Green Bin, Blue Box and garbage	Agreed.
	The RFP should prescribe the maximum compaction acceptable for the collection of Green Bin materials and Blue Box Recyclables	Agreed.
	The RFP should prescribe collection of all material types in Melancthon	Melancthon is in (awaiting Council decision)
Disposal and Processing Facilities	The RFP should prescribe that Green Bin material will be delivered to the Region of Peel's composting facility in Caledon until such time as the DEEP site opens	Agreed.
	The RFP should prescribe that the bidders are to identify the location(s) that Blue Box material will be delivered to until such time as the DEEP site opens	Agreed. The County will determine where the Blue Box material will be delivered. This will be done by a separate RFP process and be included in the waste collection RFP.
	The RFP should prescribe that the bidders are to identify the location(s) that garbage will be delivered to until such time as the DEEP site opens	Agreed.
	The RFP should prescribe bidders are to identify the location(s) that Yard Waste material will be delivered for the term of the contract.	Agreed. The yard waste material might be needed at the DEEP composting site so this will have to be identified as to the timing.
	The RFP should prescribe bidders are to identify the location(s) that Bulk Items will be delivered to.	Agreed.

Table 2 – Other RFP Requirements

Payment terms	<ol style="list-style-type: none"> 1. The RFP should prescribe payment structure as being on a per household basis 2. That the County receive 100% of the recycling revenues from the Blue Box program 3. That the County consider a separate Blue Box processing RFP prior to issuing a collection RFP 	<p>Agreed.</p> <p>Agreed. This is included in the material processing RFP.</p> <p>Agreed. This is being done.</p>
Prospective Contractors	The RFP should require bidders to provide information regarding their work history	Agreed.
Health and Safety	The RFP should require bidders to provide information regarding health and safety plans	Agreed.
Emergency and Contingency Plans	The RFP should require bidders to provide information regarding their emergency and contingency plans	Agreed.
Records Management	The RFP should prescribe the records of the successful contractor will be required to provide at regular intervals during the contract term	Agreed.
Compliments and Complaints	The RFP should require bidders to provide information regarding their customer service program	Agreed.
Performance Measurement	The RFP could include the complete contract that the successful bidder will be required to enter into	Agreed.
	The RFP and/or contract should define how performance will be measured and monitored	Agreed.
	The RFP and/or contract should clearly define how bonuses and penalties will be administered	Agreed.