

# Community Development Committee AGENDA



Thursday November 22, 2012 at 7:00 p.m.  
55 Zina Street, Orangeville – Sutton Room – 2<sup>nd</sup> Floor

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Declarations of Pecuniary Interest by Members

## **REPORTS**

1. COMMUNITY DEVELOPMENT COMMITTEE – November 22, 2012 – Item #1  
Pay As You Throw (PAYT)

A report from the Director of Public Works dated November 22, 2012 with respect to Pay As You Throw (PAYT) Considerations.

### ***Recommendation:***

***For consideration of the Committee.***

2. COMMUNITY DEVELOPMENT COMMITTEE – November 22, 2012 – Item #2  
Waste Services Policy

A report from the Director of Public Works dated November 22, 2012 with respect to a Waste Services policy.

### ***Recommendation:***

***THAT the Report, "CDC-2012-11-22 Waste Services Policy", from the Director of Public Works dated November 22, 2012, be received;***

***AND THAT the Waste Services Policy be approved.***

## **DISCUSSION**

3. COMMUNITY DEVELOPMENT COMMITTEE – November 22, 2012 – Item #3  
2013 Draft Budget

For discussion on the 2013 Budget.

**Next Meeting:** To be determined  
55 Zina Street, Orangeville

# THE CORPORATION OF THE COUNTY OF DUFFERIN



## REPORT TO COMMUNITY DEVELOPMENT COMMITTEE



**To:** Chair Taylor and Members of Community Development Committee

**From:** Trevor Lewis, Director of Public Works

**Meeting Date:** November 22nd, 2012

**Subject:** **Pay As You Throw (PAYT) Considerations**

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### **Purpose**

The purpose of this report is to give an overview of Pay As You Throw (PAYT) or user pay for garbage collection.

### **Background**

As outlined in the “Fundamental Principles in Recycling Planning” document by Waste Diversion Ontario (WDO), a PAYT/user pay policy is a direct charge to the resident for collection and/or disposal of garbage. The purpose of this type of policy could include such reasons as:

- To encourage higher participation rates in diversion programs, and increase the volume and tonnage of diversion materials (i.e. recyclables and compostables).
- To provide an alternate source of revenues (a funding mechanism) to offset waste collection and other waste management costs.

Within Ontario, 50 municipalities currently have full user pay programs, whereby residents purchase bag tags or dedicated garbage bags for a fee, for every bag or container of garbage going to the curb or landfill depot for disposal. Wellington County has a user pay system in place that requires residents to place garbage in dedicated yellow bags for curbside collection or drop-off at the landfill depot.

All eight local municipalities in Dufferin County have a partial user pay system in place. For each bag or container of garbage over their allotted bag limit, half of the local municipalities charge \$1, and the other half charge \$2 per bag/container.

The Association of Recycling Coordinators surveyed Ontario user pay programs in 2005, in which they found bag/tag prices ranged from \$1.00-\$3.00, with the average being \$2.00 per tag/bag.

Some points to consider with a user pay system are:

- Use of dedicated bags versus bag tags
- What is the fee per bag/container that the market will bear (i.e. residents)
- What will the impact be for diversion programs – for example, garbage tonnage may decrease and recycling tonnage may increase (along with associated costs)

## **Discussion**

There are a variety of implementation matters to consider regarding a PAYT system, as discussed in the “User Pay Program Implementation Guide” written by the ARMC in 2005. This includes bags versus tags (including unit costs, administration and distribution logistics) promotion and education for the public, enforcement and long term financial considerations (projections for future). Resources and the experiences of other municipalities would be drawn upon for assistance with implementation logistics.

Furthermore, a discussion with the County’s contractor (GFL) would need to be held to determine if there would be any impacts on the contract (i.e. total number of bags allowed at the curb versus capacity of the collection trucks per route).

## **Financial Impact**

The User Fee Scenarios chart below provides estimated revenue and net levy impact based on several ‘cost per bag’ options.

The assumptions are based on estimates, as it is unknown how curbside behaviours will change with the implementation of a user pay system in Dufferin County. Within the summer 2012 waste audit and setout study, the average household placed 1.3 bags of garbage to the curb for weekly collection. For estimation purposes, staff assumed 1 bag per household per week for the calculations below, if PAYT was enacted. Through user pay research, it was found that a majority of municipalities experienced a reduction in garbage with implementation of user pay systems.

In addition, the chart also includes assumptions about administrative costs regarding bag tags. If the bag tags were approximately 2 cents each to produce, and vendors received 10 cents per tag for selling them at their retail outlet (as is the practice in the Town of Orangeville), then 12 cents per tag would have to be covered within the cost of the bag.

Alternatively, the use of dedicated garbage bags instead of tags would be an option. Although there would be an increase in the production cost, there are benefits to using them over bag tags.

For the chart below, staff utilized the less expensive option of bag tags.

<b>User Fee Scenarios</b>					
	<b># Weeks</b>	<b>Cost per Bag</b>	<b>Revenue</b>	<b>Cost of Bag Tags</b>	<b>Net Levy for Waste Services</b>
2013		\$0.00	\$0		\$4,630,800
	30	\$2.00	\$1,200,000	\$72,000	\$3,502,800
	30	\$2.25	\$1,350,000	\$72,000	\$3,352,800
	30	\$2.50	\$1,500,000	\$72,000	\$3,202,800
	30	\$2.75	\$1,650,000	\$72,000	\$3,052,800
	30	\$3.00	\$1,800,000	\$72,000	\$2,902,800
2014		\$0.00	\$0		\$4,480,700
	52	\$2.00	\$2,080,000	\$124,800	\$2,525,500
	52	\$2.25	\$2,340,000	\$124,800	\$2,265,500
	52	\$2.50	\$2,600,000	\$124,800	\$2,005,500
	52	\$2.75	\$2,860,000	\$124,800	\$1,745,500
	52	\$3.00	\$3,120,000	\$124,800	\$1,485,500

*Assumptions: 20,000 households and one bag/household/week*  
*Unknowns: Impact to diversion rate and associated increased costs*

### Local Municipal Impact

As of January 1<sup>st</sup> 2013, the County will be assuming waste authority from the local municipalities (not including landfills). By implementing a PAYT system within the County (as of the June 1<sup>st</sup> 2013 new contract date) the net levy for waste services would be reduced (based on assumptions made).

**Recommendation**

**THAT** the Report, "CDC-2012-11-22 "Pay As You Throw Considerations" from the Director of Public Works, dated November 22, 2012 be received for consideration.

Respectfully submitted by:

Prepared by:

*Original signed by,*

*Original signed by,*

Trevor Lewis, P.Eng.  
Director of Public Works  
and County Engineer

Melissa Kovacs Reid  
Waste Services Manager

# THE CORPORATION OF THE COUNTY OF DUFFERIN



## REPORT TO COMMUNITY DEVELOPMENT COMMITTEE



**To:** Chair Taylor and Members of Community Development Committee

**From:** Trevor Lewis, Director of Public Works

**Date:** November 22, 2012

**Subject:** **Waste Services Policy**

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### **Purpose**

The purpose of this report is to provide Committee and Council with a copy of the Waste Services Policy for consideration.

### **Background**

On January 1<sup>st</sup>, 2013 the County of Dufferin assumes responsibility for the establishment, operation and delivery of waste collection and treatment programs and services for the County and all its constituent lower-tier municipalities, as per By-law 2010-29. Existing municipal contracts for waste collection and processing services have been extended until May 31, 2013, and the new County-wide contract commences on June 1, 2013.

Guided by By-law 2012-36, the attached policy document aims to strengthen and further define the waste collection services offered to households and Institutional, Commercial and Industrial properties (IC&I) within the County.

### **Local Municipal Impact**

The Waste Services Policy provides details and the procedural framework around which certain Dufferin County Waste Services curbside collection programs will be administered under the new contract with Green For Life Environmental East Corporation.

### **Financial Impact**

Details on the various fees to residents and IC&I are contained within the Policy Document. There are also some budgeting implications based upon the fees described within the Policy Document.

**Recommendations**

**THAT** the Report, "CDC-2012-11-22 Waste Services Policy", from the Director of Public Works dated November 22, 2012, be received;

**AND THAT** the Waste Services Policy be approved.

Respectfully submitted by:

*Original signed by,*

Trevor Lewis, P.Eng.  
Director of Public Works  
and County Engineer

Prepared by:

*Original signed by,*

Chris Fast  
Waste Services Collections  
Coordinator



# POLICY & PROCEDURE MANUAL

<b>SECTION</b>	DUFFERIN COUNTY WASTE SERVICES	<b>POLICY NUMBER</b>	To be assigned
<b>SUB-SECTION</b>	Waste Collection	<b>EFFECTIVE DATE</b>	June 1, 2013
<b>SUBJECT</b>	Waste Collection Program Details		
<b>AUTHORITY</b>	County Council		

## PREAMBLE:

On January 1<sup>st</sup>, 2013 the County of Dufferin assumes responsibility for the establishment, operation and delivery of waste collection and treatment programs and services for the County and all its constituent lower-tier municipalities, as per By-law 2010-29. Local municipal contracts for waste collection and processing services continue until May 31, 2013. A County-wide contract commences on June 1, 2013. Guided by By-law 2012-36, this policy document aims to strengthen and further define the waste collection services offered to households and Institutional, Commercial and Industrial properties (IC&I) within the County.

## PURPOSE:

To provide details and the procedural framework around which certain Dufferin County Waste Services (DCWS) curbside collection programs will be administered under the contract with Green For Life Environmental East Corporation (GFL). Guided by this framework, DCWS staff will strive to fulfil the duties associated with such curbside collection programs in accordance with the statement of purpose.

## POLICY:

### Bag Tags

Residents may set out an additional bag(s) and/or container(s) of Garbage for collection, by purchasing a County-issued Bag Tag, and affixing it to the exterior of a bag or other acceptable container containing the Garbage. The cost of each Bag Tag is identified in the Fee By-law. Residents are permitted to place up to a total of 4 bags and/or containers at the curb for collection per week, which includes their regular municipal bag limit allotment, plus any additional. Bag limit exemptions for special considerations will be reviewed in 2014 when County Council is set to review municipal bag limits.

Bag Tags shall be available through local Vendors, including municipal offices and retailers that have signed a Vendor Agreement. Bag Tags will be supplied to Vendors at 95% of the sale value, at a cost as identified in the Fee By-law, to provide the Vendor a 5% commission on sales.

### Purchase of Containers

Residents are permitted to purchase and/or replace curbside collection containers, as specified below:

- **Blue Boxes**

- Each household or approved IC&I is permitted to two (2) blue boxes, free of charge;
- Damaged blue boxes will be replaced free of charge, if damaged blue box is returned at the time of replacement;
- The cost of additional blue boxes is identified in the Fee By-law.

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- **Blue Carts** (Multi-Residential and IC&I) – 95 Gal. (360 Litres)
  - Each IC&I is permitted to one (1) cart, or as approved by the Director of Public Works;
  - Each multi-residential property is entitled to one (1) cart per 7 dwelling units, or as approved by the Director of Public Works;
  
- **Green Bins** – 12 Gal. (46 Litres)
  - Each household or approved IC&I is permitted to one (1) green bin, free of charge;
  - Damaged green bins will be replaced free of charge, if damaged green bin is returned at the time of replacement;
  - The cost of additional green bins is identified in the Fee By-law.
  
- **Kitchen Catchers**
  - Each household or approved IC&I is permitted to one (1) kitchen catcher, free of charge;
  - Damaged kitchen catchers will be replaced free of charge, if damaged kitchen catcher is returned at the time of replacement;
  - The cost of additional kitchen catchers is identified in the Fee By-law.
  
- **Green Carts** (Multi-Residential and IC&I) – 32 Gal. (120 Litres)
  - Each IC&I is permitted to one (1) green cart, or as approved by the Director of Public Works;
  - Each multi-residential property is entitled to one (1) cart per 5 dwelling units, or as approved by the Director of Public Works.

**Purchase of Backyard Composters**

Residents are permitted to purchase backyard composters from the County, at a cost identified in the Fee By-law.

**Bulky Item Collection**

The County’s Bulky Item collection program includes large or heavy items such as a sofa, chair, table, mattress, and the like, and is available at all single family homes and multi-residential buildings. This service will be offered to residents on a monthly on-call basis, and the collection will occur on their regular collection day during the last week of the month.

Residents are required to:

- (i) Call the GFL hotline (1-888-941-3345) and schedule a pickup at least one (1) week prior to the proposed collection day;
- (ii) Pay a per-collection fee, as identified in the Fee By-law, with a maximum of 4 items per collection;
- (iii) Place the item at the curb no later than 7:00am on the day of collection, or no earlier than 5:00pm on the day preceding collection.

**White Goods Collection**

The County’s White Goods collection program includes an item such as a refrigerator, freezer, humidifier, air conditioner, stove, washer, dryer, dishwasher, hot water tank, bath tub, solid metal desks, barbeques (not including propane tanks) and the like, and is available to all single family homes and multi-residential buildings. This service will be offered to residents on a monthly on-call basis, and the collection will occur on their regular collection day during the last week of the month.

Residents are required to:

- (i) Call the GFL hotline (1-888-941-3345) to schedule a pickup at least one (1) week prior to the proposed collection day;
- (ii) Pay a per-collection fee, as identified in the Fee By-law;
- (iii) Place the item at the curb no later than 7:00am on the day of collection, or no earlier than 5:00pm on the day preceding collection.

SUBJECT	POLICY NUMBER
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**Yard Waste Collection**

The County's Yard Waste program includes the collection of hedge trimmings, tree prunings, leaves, weeds, yard plants and Christmas trees, and will provide collection to all households in:

(i) Urban and Rural Settlement Areas (as defined in By-law 2012-36), as per the following schedule:

- Bi-weekly between April 1<sup>st</sup> and June 30<sup>th</sup>;
- Monthly in July and August;
- Bi-weekly between September 1<sup>st</sup> and November 30<sup>th</sup>; and
- One week in January.

(ii) Rural Areas (as defined in By-law 2012-36) on an optional, on-call basis, as per the following schedule:

- Monthly between April 1<sup>st</sup> and November 30<sup>th</sup>.

Residents will be required to call the GFL hotline (1-888-941-3345) to schedule a pickup at least one (1) week prior to the proposed collection day;

**Loose Leaf Collection**

The County's loose leaf collection program includes loose leaves placed at the curb to be collected for composting. This program is available to designated zones in Grand Valley, Orangeville and Shelburne, where there are high concentrations of mature trees. Note: bagged leaves will not be accepted.

Collection will take place between November and December (weather dependent), and designated areas will receive up to two (2) collections during this time.

Residents are required to:

- Place all loose leaves on the boulevard or on the shoulder, not over catch basins or in the ditches in front of the property;
- Ensure leaves are free of debris and other foreign matter (including sticks, branches, etc.);
- Put leaves out no earlier than seven days before the first day of your pickup, and no later than 7 a.m. on the first day of collection. Designated zone details to follow;
- Remove contaminated piles of leaves or leaves that have been put out after the collection dates.

**Waste Services Fee Schedule**

Table 1. Waste Services Fee By-law Additions

Bag Tag	\$2.00 per tag
Sale of Bag Tags to Vendors	\$1.90 each
Additional Blue Box	\$5.00 each
Additional Green Bin	\$15.00 each
Additional Kitchen Catcher	\$5.00 each
Backyard Composter	\$30.00 each
Bulky Item Collection	\$20.00 per collection
White Good Collection	\$20.00 per item, plus \$30.00 per item if Freon needs to be removed