

ADMINISTRATIVE REPORT

Subject: Update on Blue Box Recycle Transition

Date: August 3, 2022

To: Mayor and Council

From: Travis Rob, Manager Operations & Facilities



ISSUE:

Council of the Town of Fort Frances delegated the authority to the Operations and Facilities Manager to decide on if the Town will remain providing blue box services through the transition period of 2023 to 2025 at the Council Meeting of July 11, 2022.

ADMINISTRATIVE RECOMMENDATION:

No recommendation required - report AR-22-0017 is for informational purposes only.

STRATEGIC IMPACT:

Objective 10 - Examine opportunities to generate additional revenue

Objective 13 - Maintain/Enhance existing service levels

OPTIONS & ALTERNATIVES:

N/A

HISTORY:

At the Council meeting of July 11, 2022, the authority to determine if the Town would remain the service provider or pass of the responsibility to Circular Materials Ontario (CMO) was delegated to the Manager of Operations and Facilities. There was a survey provided by CMO that was to be returned no later than July 15th and with the summer meeting schedule and the short notice provided for the survey Council could not have been updated before the deadline. Administration met with CMO to ensure that they had all of the information required to make the best possible decision on the survey response.

ANALYSIS:

From the meeting with CMO, Administration learned that the only responsibility that would fall to the town if we chose to maintain an operational role would be to get materials from curb site to a designated material transfer station. CMO would be responsible to pickup the materials at that site and take it through processing. The issue with this, however is the designated transfer station is, at this time unknown and could be within an

hour drive of the centroid of the community. The Town's depot materials would also be taken to this site at which time the transportation to processing and processing would also be taken care of by CMO.

Given that the Town already operates a transfer station and materials collected all go to, or are collected at the Town's transfer station and the Town is well positioned to continue to operate as the designated transfer station and doing so would reduce the risk of cost increases for the operation of our current depot. CMO had a Request for Proposals out, which closed July 29th relating to the operating of these transfer stations, however due to the workload currently on Administration as well as limitations on Council meetings in summer months, there simply was insufficient time to prepare a proposal for use of the Town's transfer station. In addition the Town's site is not setup to meet many of the requirements of the RFP document that was developed. If there are no local transfer site proposals received, CMO will come back to the Town to negotiate this service.

Given all of the information received, the Town submitted our survey stating we would stay as the collection operator, however under the condition that the Town's transfer station remains as the end location for the materials through transition. The survey response is not binding on the organization, unless service agreements are signed by the Town. Until a transfer station is declared Administration is recommending no agreements be signed by the Town.

CONSULTATION:

Circular Materials Ontario

Other Northwestern Ontario Municipalities