



**The Corporation of the City of Stratford
Infrastructure, Transportation and Safety Sub-committee
Open Session
AGENDA**

Date: Wednesday, May 24, 2017

Time: 4:30 P.M.

Location: Council Chamber, City Hall

Sub-committee Present: Councillor McManus - Chair Presiding, Councillor Brown - Vice Chair, Councillor Beatty, Councillor Bunting, Councillor Henderson

Staff Present: Ed Dujlovic - Director of Infrastructure and Development Services, John Paradis - Fire Chief, Jodi Akins - Council Clerk Secretary, Joan Thomson - City Clerk, Mike Bellai - Stratford Police Chief, Michael Mortimer - Manager of Environmental Services, Kate Simpson - Waste Reduction Coordinator

Pages

1. Call to Order

The Chair to call the Meeting to Order.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

3. Delegations

None scheduled.

4. Report of the Director of Infrastructure and Development Services

4.1 Stratford Landfill Public Input Invited May 2017 (ITS17-023)

4 - 5

Motion by _____

Staff Recommendation: THAT Council consider any comments received;

AND THAT the report on the Stratford Landfill Public Input May 2017 be received for information.

5. Report of the Waste Reduction Coordinator

5.1 Implementation of a Textile Diversion Program for the City of Stratford (ITS17-024)

6 - 9

Motion by _____

Staff Recommendation: THAT the City of Stratford initiate a Textile Diversion Program as described in this report.

5.2 Household Hazardous Waste Agreement between The Corporation of the City of Stratford and The Corporation of the Township of Perth South (ITS17-025)

10 - 11

Motion by _____

Staff Recommendation: THAT The Corporation of the City of Stratford enter into an agreement with The Corporation of the Township of Perth South for the disposal of Household Hazardous Waste generated in the Township to the City of Stratford Landfill Site Household Hazardous Waste Depot;

AND THAT the Mayor and Clerk be authorized to execute the necessary agreement.

6. Capital Project Update

Engineering to provide a verbal update on the status of various engineering capital projects.

7. Advisory Committee/Outside Board Minutes

There are no Advisory Committee/Outside Board minutes to be provided at this time.

8. Next Sub-committee Meeting

The next Infrastructure, Transportation and Safety Sub-committee meeting is June 28, 2017 at 4:30 p.m. in the Council Chamber, City Hall.

9. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by _____

Sub-committee Decision: THAT the Infrastructure, Transportation and Safety Sub-committee meeting adjourn.



MANAGEMENT REPORT

Date: May 24, 2017
To: Infrastructure, Transportation and Safety Sub-Committee
From: Ed Dujlovic, Director of Infrastructure & Development Services
Report#: ITS17-023
Attachments: None

Title: Stratford Landfill Public Input Invited May 2017

Objective: To consider comments received, if any, regarding the operation of the Landfill Site.

Background: As a requirement of Environmental Compliance Approval Number A150101 for the Stratford Landfill Site, the public must be invited to make comments, either verbal or written, about the operation of the Landfill Site on a semi-annual basis.

Analysis: A notice was placed in the Beacon Herald Town Crier on Saturday, April 29, 2017, stating this requirement and inviting input. The notice was also posted on the City's website. Comments were to be submitted by May 12, 2017, and currently, no responses have been received.

Financial Impact: Potentially, a financial impact could occur, dependent on the comments received, if any.

Staff Recommendation: **THAT Council consider any comments received;**

AND THAT the report on the Stratford Landfill Public Input May 2017 be received for information.

A handwritten signature in blue ink, appearing to read "Ed Dujlovic", is written over a horizontal line.

Ed Dujlovic, Director of Infrastructure and Development Services

A handwritten signature in black ink that reads "Rob Horne". The letters are cursive and fluid, with the first name "Rob" and last name "Horne" clearly distinguishable.

Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: May 1, 2017
To: Infrastructure, Transportation & Safety Sub-Committee
From: Kate Simpson, Waste Reduction Coordinator
Report#: ITS17-024
Attachments: None

Title: Implementation of a Textile Diversion Program for the City of Stratford

Objective: To establish a Textile Diversion Program that diverts textiles from the waste stream in order to increase the operating life of the City of Stratford landfill.

Background: The City of Stratford offers diversion programs for leaf and yard waste, e-waste, household hazardous waste, and single stream recycling. There is currently an opportunity to divert additional materials from the landfill through textile recycling.

Analysis: Textile materials are highly recyclable; however, 85% of all Ontario textile waste ends up in landfill. Many of the textiles that end up in Stratford's landfill are soiled, ripped, or otherwise not appropriate for donation. However, these items have the potential to be recycled and could be diverted. It is estimated that up to 5% of residential waste, 300 tonnes/year, are textiles. Anticipated textile materials collected would include, but are not limited to: clothing, shoes, towels, fabrics, linens, and worn out, torn or scrap pieces of all of the listed items. In order to pursue a Textile Diversion Program, the City of Stratford would need to partner with a textile organization. This partnership would include textile collection with a bin at the Stratford landfill and a pilot curbside pickup program.

The City of Stratford would partner with a textile organization that could provide the necessary resources, knowledge, and ability to carry out the implementation and execution of this Textile Diversion Program. The organization's role would be to provide a friendly, customer service oriented pickup to the residents of Stratford, bin maintenance and collection, and the processing of the collected textile materials to a sorting facility. The organization would also have the ability to handle calls directly from the residents regarding the program and the scheduling of pick-ups.

Staff anticipates that there would be a minimum of two curbside collections on a yearly basis, i.e. one in the spring and one in the fall, commencing in 2017. The curbside

collection service would require residents to place their textile materials at the curb. The work to be performed by the textile organization for curbside collection would include:

- Curbside collection within the City of Stratford
- Ensuring an accurate count of houses serviced
- Weighing of all material collected
- Ensuring proper diversion to end markets are used for all textiles collected
- Provide data information for all material collected
- Provide customer service support for residents via phone and email

The textile organization would provide at least one textile bin that would be placed at the Stratford landfill. The work to be performed by the textile organization for the Textile Bin Collection would include:

- Pick-up of material on a regular schedule
- Weighing of all material collected
- Ensuring legitimate recycling and end markets are used for all textiles collected
- Provide data information for total weight of collected textile material from the bin

The major role of the City would be assisting in program advertising. The City currently has several forms of communication to promote a Textile Diversion Program. This includes using local newspapers and social media to engage Stratford residents. There would be no associated cost in advertising the program because there is in-kind Waste Diversion Ontario ad space that could subsidize up to 10 black and white advertising credits in the local newspapers. There is also no cost for advertising the program on our social media outlets.

To implement a new textile diversion program the City would need to partner with a textile organization. There are currently two organizations operating within Stratford.

Textile Waste Diversion Inc. (TWD) is a for profit textile company based out of Etobicoke, Ontario. It is a family owned and operated recycling company. Their goal is to partner with several municipalities in southern Ontario in order to facilitate a fully funded textile collection and research campaign pilot project surrounding the collection of textile waste. TWD collects all clothing, outerwear, belts, eyeglasses, purses, footwear, drapery and linens. TWD already partners with The Salvation Army in Stratford and has a bin at No Frills on Huron Street. TWD is interested in partnering with the City and providing the necessary infrastructure such as bins and transportation, and paying the City \$0.05 a pound for the collected textiles. TWD also provides record keeping, and there is an opportunity for data collection. TWD offers quarterly detailed reports and a comparative study of the program. The benefits of partnering with this organization include data collection, diverting textile materials from the Stratford landfill via curbside pickup and bin collection, as well as, a financial gain for the materials collected.

The Diabetes Foundation (DF) is a non-for-profit organization working throughout Canada. The Clothesline Program is a textile collection and recycling program that helps to raise funds for The Diabetes Foundation. DF currently does household pickup in Stratford

rotating approximately 100 houses every one to two weeks. DF does not pay for collected textiles, but does pay for fundraising events (often at schools) at \$2 per 20lb textile bag collected. The benefits to partnering with this organization include diverting textile materials from the Stratford landfill via residential pickup and bin collection.

The textile organizations provided were selected based on an internet based search, a list of textile companies provided by The City of Markham, and a survey of all the textile collection bins located in Stratford. Through this research, two companies are already operating within Stratford: Textile Waste Diversion Inc. and The Diabetes Foundation Clothesline Program. Although careful attention was given to this research, it is possible that other organizations operate within Stratford and would be able to provide similar services. This includes organizations such as The Kidney Foundation. Accordingly, the City should release a Request for Proposal (RFP) to determine if there are other organizations interested in providing a textile diversion program. The RFP would not preclude existing textile programs in the City from continuing their operations.

Financial Impact: The only costs to be incurred by the City of Stratford would be for the kick-off of the program which is estimated to be \$1,000. Ongoing advertising of the textile diversion program would be included within the existing promotion that is carried out for waste management. Diversion of textiles is not part of the blue box program, accordingly; there would be no funding from the Resource Productivity and Recovery Authority (RPPRA) formerly Waste Diversion Ontario (WDO).

There is the potential to receive revenue from the textiles diverted that would offset the advertising costs. If 15% of the textiles that are currently disposed of are captured and using the rates that TWD currently pays in other municipalities, the City has the potential to earn approximately \$5,000 per year.

The waste management system is a user supported operation through the bag tag program and tipping fees, and is not supported by the tax levy. The diversion of textiles would increase the life of the landfill, which in turn assists in keeping the rates sustainable.

Staff Recommendation: THAT the City of Stratford initiate a Textile Diversion Program as described in this report.



Kate Simpson, Waste Reduction Coordinator



Ed Dujlovic, Director of Infrastructure and Development Services



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: May 3, 2017
To: Infrastructure, Transportation and Safety Sub-committee
From: Kate Simpson, Waste Reduction Coordinator
Report#: ITS17-025
Attachments: None

Title: Household Hazardous Waste Agreement between The Corporation of the City of Stratford and The Corporation of the Township of Perth South

Objective: To consider entering into a new agreement with the Township of Perth South with respect to the collection of Household Hazardous Waste (HHW).

Background: In February of 2012, Council approved proceeding with obtaining Ministry approval for Household Hazardous Waste to be accepted from the Township of Perth South and the Township of Perth East. Subsequently, agreements have been entered into with the Townships for this purpose.

The agreement with the Township of Perth South expires on May 15, 2017. Although a renewal clause was in the agreement, the required notification was not received by the City of Stratford 60 days prior to the expiration in order to renew the agreement for an additional three year term.

Analysis: The City of Stratford provides an invoice to the Township for the operational costs associated with the HHW collection provided to Perth South residents. A contractor transports the HHW after City staff have sorted and packaged it. The invoicing is based upon participation (number of vehicles) and tonnages received. The volume received from Perth South residents is low and can easily be accommodated at the site.

Invoices to the Township of Perth South by year

2014	25 vehicles	\$497.59
2015	15 vehicles	\$190.64
2016	12 vehicles	\$18.00

The Township of Perth South wishes to continue with an agreement for HHW with the City of Stratford for a three year term beginning on May 16, 2017 and expiring on May 15,

2020. A clause would be included to provide the option of renewing the agreement for two additional three year terms upon the City's Director of Infrastructure and Development Services acknowledgement to the Township of their wish to renew the agreement. Either party may terminate the agreement upon thirty days written notice to the other party.

Financial Impact: Ongoing operational costs associated with Household Hazardous Waste collection from Perth South residents would continue to be invoiced based on participation numbers and tonnages at the given collection days.

Staff Recommendation: THAT The Corporation of the City of Stratford enter into an agreement with The Corporation of the Township of Perth South for the disposal of Household Hazardous Waste generated in the Township to the City of Stratford Landfill Site Household Hazardous Waste Depot;

AND THAT the Mayor and Clerk be authorized to execute the necessary agreement.



Kate Simpson, Waste Reduction Coordinator



Ed Dujlovic, Director of Infrastructure and Development Services



Rob Horne, Chief Administrative Officer