

ADDENDUM

REGULAR MEETING OF CITY COUNCIL

2012 01 09

4:30 P.M.

COUNCIL CHAMBERS

3. APPROVE AGENDA AS PRESENTED

Mover: Councillor P. Christian

Seconder: Councillor J. Krmpotich

Resolved that the Addendum #1 for the 2012 01 09 City Council meeting as presented be approved.

4. DELEGATIONS/PROCLAMATIONS

- e) Rhonda Bateman, Sault Ste. Marie Region Conservation Authority will be in attendance to update Council on Source Water Protection Planning Policies.

PART ONE – CONSENT AGENDA

5. COMMUNICATIONS AND ROUTINE REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

y) McNabb Street and MacDonald Avenue Stormwater Flooding Investigative Study – Consultant Selection

A report of the Design and Construction Engineer is attached for the consideration of Council.

Mover: Councillor P. Christian

Seconder: Councillor F. Manzo

Resolved that the report of the Design and Construction Engineer dated 2012 01 09 concerning McNabb Street and MacDonald Avenue Stormwater Flooding Investigative Study Signal be accepted and the recommendation to retain Tulloch Engineering Inc. to conduct the study subject to an Engineering Agreement brought to Council at a later date be approved.

- z) Correspondence from the Ministry of Natural Resources is attached for the information of Council.

aa) **Public Budget Input Sessions**

A report of the Commissioner of Finance and Treasurer is attached for the consideration of Council.

Mover: Councillor P. Christian

Seconder: Councillor J. Krmpotich

Resolved that the report of the Commissioner of Finance and Treasurer dated 2012 01 09 concerning Public Budget Input Sessions be received as information.

PART TWO – REGULAR AGENDA

6. REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

(1) ADMINISTRATION

(2) COMMUNITY SERVICES DEPARTMENT

(3) ENGINEERING

(4) FIRE

(5) LEGAL

(6) PLANNING

(7) PUBLIC WORKS AND TRANSPORTATION

a) Recycling Contract Extension – Green Circle Environmental

A revised report of the Deputy Commissioner of Public Works and Transportation is attached for the consideration of Council.

(8) BOARDS AND COMMITTEES

7. UNFINISHED BUSINESS, NOTICE OF MOTIONS AND RESOLUTIONS PLACED ON AGENDA BY MEMBERS OF COUNCIL

8. COMMITTEE OF THE WHOLE FOR THE PURPOSE OF SUCH MATTERS AS ARE REFERRED TO IT BY THE COUNCIL BY RESOLUTION

9. ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE

10. CONSIDERATION AND PASSING OF BY-LAWS

Jerry Dolcetti, RPP
Commissioner

Carl Rumiel, P. Eng.
Design & Construction Engineer



Engineering & Planning
Department

2012 01 09

Our File: B-11-08

Mayor Debbie Amaroso and
Members of City Council

**RE: MCNABB STREET & MACDONALD AVENUE STORMWATER FLOODING
INVESTIGATIVE STUDY – CONSULTANT SELECTION**

PURPOSE

The purpose of this report is to obtain Council's approval to retain the services of a consulting engineer to evaluate the stormwater collection systems on McNabb Street and MacDonald Avenue which both frequently surcharge during heavy rain events.

BACKGROUND

In accordance with our policy for retaining consultants for specialized work, a Request for Proposal was issued to qualified consultants. Proposals were received from the following local engineering consultants:

- Tulloch Engineering Inc.
- Kresin Engineering Corporation
- STEM Engineering Group Incorporated
- GENIVAR Inc.

ANALYSIS

All proposals were reviewed by the Engineering Division and it is recommended that this work be awarded to Tulloch Engineering Inc.

As per the report to Council from Don J. Elliott, P. Eng. on September 26, 2011, the budget for this work can come out of the savings resulting in not having a Municipal Services Engineer for the final six months of 2011. The estimate of fees in Tulloch's proposal is \$24,952.50 which is well under the staff salary savings.

IMPACT

Awarding this work will allow the consultant to get the analysis done this winter and provide recommendations that can be planned for in the future.

STRATEGIC PLAN

Investigating these areas of stormwater surcharging is consistent with Strategic Direction 1: Developing Solid Infrastructure. In particular Objective 1A, Environmental Leadership touching on the rehabilitation of aqueducts/ open channels is being partially met.

RECOMMENDATION

It is recommended that Tulloch Engineering Inc. be retained to conduct the McNabb Street and MacDonald Avenue Stormwater Investigative Study. An Engineering Agreement with a by-law will be brought to Council at a later date.

Respectfully submitted,



Carl Rumiel, P. Eng.
Design and Construction Engineer

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

Ministry of Natural Resources

District Manager's Office
Sault Ste. Marie District Office
64 Church Street
Sault Ste. Marie, ON P6A 3H3
Tel.: 705-941-5120
Fax.: 705-949-6450
Email: marty.blake@ontario.ca

Ministère des Richesses naturelles

Bureau du gérant de district
Bureau du district de Sault Ste. Marie
64, rue Church
Sault Ste. Marie, ON P6A 3H3
Tél.: 705-941-5120
Télec.: 705-949-6450
Courriel: marty.blake@ontario.ca



January 4, 2012

TO: All MNR Clients

Dear Sir or Madam:

The Ministry of Natural Resources wants to inform you that as of January 9, 2012 walk-in counter service will no longer be available in Sault Ste. Marie District. There will be a courtesy telephone available in the office vestibule, including a directory, to allow clients to contact a staff member on their arrival, with an option to speak with a person in the event that a specific staff member is not available.

Over the last number of years, point-of-sale requirements and general information requests have decreased and client needs have become increasingly more technical in scope. Clients generally must be referred to a technical specialist for a response. Given the nature of the work done by district staff, specific staff members are often not available when walk-in clients come into the office.

Clients can still contact MNR program specialists by telephone for information and if a face-to-face meeting is required, an appointment can be arranged for a mutually agreeable time. Making an appointment will ensure that the client meets with a program specialist who will be able to address the client's needs so the client will not be required to make multiple visits to the District, hoping to connect with the right staff person.

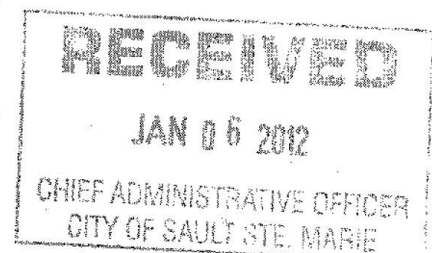
This approach to client service supports the government's commitment to better serve the public through more efficient approaches to customer service. ServiceOntario Centres provide convenient one-window access to services offered by multiple ministries, including MNR. For your convenience, I have also enclosed a list of services that are available through ServiceOntario Centres located throughout the District.

Sincerely,



Martin D. Blake
District Manager
Sault Ste. Marie District

Enclosure



SERVICE ONTARIO OFFICES

In Sault Ste. Marie, you may purchase hunting and fishing licences from the Service Ontario office located at 420 Queen Street (west of the Court House) or at several of our licence issuer retailers.

In Blind River, the Service Ontario office is located at 62 Queen Avenue.

The Service Ontario phone number is:
1-800-267-8097

You may still obtain your licences from the Outdoor Card Centre by calling:
1-800-387-7011

EMAIL SERVICES

To contact a staff member via email type the employee's first name, followed by a dot, the employee's last name @ontario.ca

e.g. john.doe@ontario.ca

This format is the same for all Ontario government personnel.

PURCHASE YOUR FISHING/HUNTING LICENCES ON-LINE

www.on.wildlifelicense.com

PHONE SERVICES FOR THE HEARING IMPAIRED

If you have a hearing impairment, please call our Peterborough office at: 1-866-686-6072

Wish to speak to someone
in person?
Book an appointment
before visiting.

Phone
(705) 949-1231
Fax
(705) 949-6450

BUSINESS HOURS

Monday to Friday
8:30 am to 4:30 pm

MNR WEB-PAGE

For general information regarding Natural Resources issues, please visit our government web-page at:

www.mnr.gov.on.ca

PHONE NUMBER - OTHERS

MNR Tips Reporting	1-877-847-7667
Crime Stoppers	1-800-222-8477
Bear Wise	1-866-514-2327
Forest Fire Reporting	705-310-3473
Tarentorous Fish Culture Station	705-949-7271

MNR - SAULT STE. MARIE DISTRICT OFFICE TELEPHONE DIRECTORY



64 Church Street
Sault Ste. Marie, Ontario P6A 3H3

Phone: 705-949-1231
Fax: 705-949-6450

* * * * *

62 Queen Avenue
Blind River, Ontario P0P 1B0

Phone: 705-356-2234
Fax: 705-356-7441



STAFF PHONE NUMBERS:

Roch Delorme
Enforcement
Supervisor
705-941-5140

Mike Buckner K-9
Provincial
Conservation Officer
705-941-5142

Joanie Rudzki
Logistics & Business
Services Supervisor
705-941-5110

Tom Mispel-Beyer
Planning & Info Mgt.
Supervisor
705-941-5109

Marty Blake
District Manager
705-941-5120

Valarie Morin
Assistant to the DM
705-941-5119

Pete Descoteaux BR
Conservation Officer
705-356-3005 ***

Dave Hamlin
Conservation Officer
705-356-3012 BR

Maryann Kendrick ***
Business Services
705-941-5100

Scott Anderson
GIS Tech.
705-941-5111

Bob Pinder
Algoma Area
Supervisor
705-941-5121

Kirk Dillabough
Northshore Area
Supervisor
705-356-3011 - BR

Mike Binkley
Conservation Officer
705-941-5146

Mike Hamilton
Conservation Officer
705-941-5144

Gayle Ketola
Business Services
705-941-5105

Rob Berry
GIS Data Tech.
705-356-3006 - BR

Steve Acorn
Aggregates Tech.
705-941-5132

Tracey Cooke
Stewardship Coordinator
705-356-3021 - BR

Mark Breton
Conservation Officer
705-941-5145

Tammy McKellar
Conservation Officer
705-941-5143

Michelle Lawson
Business Services
705-941-5101

Margaret Carruthers
Forester
705-941-5123

Jeff Critchley
Area Tech.
705-941-5133

Ray Lipinski
Area Tech.
705-356-3008 - BR

Andre Dupont
Biologist
705-941-5125

Joanne Marck
Area Tech.
705-356-3015 - BR

Chris Caldwell
Ontario Parks
705-941-5137 or
705-882-2209
(Pancake Bay Park)

Sheila Walsh
Resource Liason
Officer
705-941-5118

Marjorie Hall
District Planner
705-941-5127

Jacques Landry
F&W Specialist
705-941-5124

Denis McLeod
Area Tech.
705-356-3014 - BR

Salli Watson
Business Services
705-356-3002 - BR

Nathan Hanes
Species at Risk Bio.
705-941-5139

Pat McDonald
Lands & Water
Specialist
705-941-5126

Karen Mikoliew
Lands & Water
Specialist
705-356-3010 - BR

*** French Language Services

BR = Blind River

Kelly Giguere
Wood Measurement
Officer
705-356-3017 - BR

Bruce Goodmurphy
Wood Measurement
Section
705-356-3013 - BR

Ilsa Langis
District Biologist
705-941-5108

Erin Nixon
Renewable Energy
Planner
705-941-5128

Chris Ransom
GIS Specialist
705-941-5113

Gary Raines
Forester
705-941-5122

Roland Szyska
Area Tech.
705-941-5135

Sandy Millroy
Area Tech.
705-356-3016 - BR

Jim Trottier
Biologist
705-356-3018 - BR

Michael Young
Forester
705-356-3007 - BR

Natural. Valued. Protected.

Where to find Ministry of Natural Resources Services

Ministry of Natural Resources Locations

**select locations*

Fishing:

- Ice Hut Registration*
- Licence to Transport or Possess Live Fish
- Commercial Bait Fish Licences

Hunting:

- Licence to Chase Raccoon at Night & Fox/Coyote During the Day
- Licence to Hunt Raccoon at Night
- Non-Resident Black Bear Validation Certificate
- Replacement Seals for Immobilized Game (Bear)
- Guide Licences
- Non-Resident Moose Validation Certificate (Tourist Outfitters)
- Trapping & Fur Licences

Wildlife:

- Certificate of Reporting Game
- Authorization to hold a Fish & Game Dinner
- Game Hide & Cast Antlers Dealers Licences
- Scientific Licences

Exporting:

- Wildlife Export Permits (Residents/Non-Residents)
- CITES Permits (Convention on International Trade in Endangered Species of Wild Fauna & Flora)

Lands and Waters:

- Land Use, Aggregates & Work Permits
- Non-Resident Crown Land Camping Exemption Letters*
- Fuel Wood Permits*
- Licence to Harvest Wild Rice on Crown Land*
- Crown Land Maps*

For other Licence and Authorization inquiries, contact your local MNR office for an appointment or contact the Natural Resources Information Centre at 1-800-667-1940.

ServiceOntario Centres

***select centres*

Fishing:

- Temporary Outdoors Cards
- Ontario Resident Fishing Licences
- Canadian Resident Fishing Licences
- Non-Resident Fishing Licences

Hunting:

- Temporary Outdoors Cards
- Ontario Resident Hunting Licences
- Non-Resident Hunting Licences
- Hunter Safety Exams submission
- Duplicate Licences
- Big Game Draw Application submission
- Moose Tag Transfers
- Non-Resident Moose Validation Certificate (non-draw applicant only)
- Licence to Hunt Raccoon at Night (renewal only)
- Non-Resident Game Bird Licence to Hunt on Game Bird Preserves**

Other Permits:

- Non-Resident Crown Land Camping Permits**
- Export Permits for Big Game (Resident/Non-Resident)
- Blank Work Permit form distribution
- Refund Application form submission

Many of the listed Licences are also available at MNR's Outside Licence Issuers located across the province.

For fast, friendly, easy access to government services for your personal and business needs please visit www.serviceontario.ca or call 1-800-267-8097.

Ministry of Natural Resources - Sault Ste. Marie District



Sault Ste. Marie District covers the area north of Sault Ste. Marie to Montreal River and east to Serpent River. Please identify the product you are interested in and dial the four digit extension to reach the appropriate staff. If they are not available, leave your name and number so they can contact you to arrange an appointment time.

PLEASE NOTE: This phone is for internal calls ONLY. External calls must be placed outside this office.

Program Area	Contact Person Sault Ste. Marie	Phone # (705) 941-	Contact Person Blind River	Phone # (705) 356-	Alternate for Blind River
Aboriginal Issues	Sheila Walsh	5118	Kirk Dillabough	3011	
Access Roads	Pat McDonald	5126	Karen Mikoliew	3010	
Aggregates	Steve Acorn	5132	Steve Acorn	941-5132	
Aquaculture/Ponds	Andre Dupont	5125	Jim Trotter	3018	
Annual Work Schedule (Forests)	Gary Raines	5122	Michael Young	3007	Marg Carruthers 705-941-5123
Authorization to Haul (Timber)	Gary Raines	5122	Dennis McLeod	3014	
Baitfish Licences	Jacques Landry	5124	Jacques Landry	941-5124	
Baitfish Returns	Business Services	5100	Salli Watson	3002	
Bear Management Areas	Jacques Landry	5124	Jacques Landry	941-5124	
Bear Wise	Jacques Landry	5124	Jacques Landry	941-5124	
Bills of Lading Books	Business Services	5100	Salli Watson	3002	McLeod - 3014
CITIES Permits	Business Services	5100	Salli Watson	3002	
Clearance of Wood (Private wood)	Gary Raines	5122	Dennis McLeod	3014	
Community Fish & Wildlife Incentive Program (CFWIP)	Ilsa Langis	5108	Jim Trotter	3018	
Commercial Bait Licences					
Harvest/Dealers	Business Services	5100	Salli Watson	3002	
Conservation Officers /Game Wardens	Roch Delorme	5140	Pete Descoteaux	3005	
	Mike Binkley	5146	Dave Hamlin	3012	
	Mike Hamilton	5144			
	Marc Breton	5145			
	Tammy McKellar	5143			
Crime Stoppers Tips	1-800-222-8477		1-800-222-8477		
Crown Land Camping/Access Points	Gayle Ketola	5105	Salli Watson	3002	
Crown Land Management	Pat McDonald	5126	Karen Mikoliew	3010	
Crown Land Trails	Peggy Wilson	5129	Sandy Millroy	3016	
Dams	Jeff Critchley	5133	Ray Lipinski	3008	
Dead Animals info	Business Services	5100	Salli Watson	3002	Trotter - 3018
Elk Program	Robert Pinder	5121	Jim Trotter	3018	
Export Permits - CITES	Business Services	5100	Salli Watson	3002	
Fire Permits	145 McNabb	946-7844	145 McNabb - SSM	946-7844	
Fish Identification	Andre Dupont	5125	Jim Trotter	3018	
Fish Surveys	Andre Dupont	5125	Jim Trotter	3018	
Fish Stocking Lists - general info	Business Services	5100	Salli Watson	3002	Trotter - 3018
Flooding of Crown waters	Pat McDonald	5126	Kirk Dillabough	3011	
Forestry Compliance Issues	Jeff Critchley	5133	Sandy Millroy	3016	
Forest Management Planning (FMP)	Gary Raines	5122	Michael Young	3007	Marg Carruthers 705-941-5123
Forest Pests (Insects/Diseases)	Gary Raines	5122	Michael Young	3007	Marg Carruthers 705-941-5123
Forest Resource Licences	Gary Raines	5122	Dennis McLeod	3014	
Forest Road Access	Gary Raines	5122	Sandy Millroy	3016	
Forestry Issues	Gary Raines	5122	Michael Young	3007	Marg Carruthers 705-941-5123
Fuelwood Permits	Gary Raines	5122	Salli Watson	3002	McLeod - 3014
General info	Business Services	5100	Salli Watson	3002	

Ministry of Natural Resources - Sault Ste. Marie District



Sault Ste. Marie District covers the area north of Sault Ste. Marie to Montreal River and east to Serpent River. Please identify the product you are interested in and dial the four digit extension to reach the appropriate staff. If they are not available, leave your name and number so they can contact you to arrange an appointment time. PLEASE NOTE: This phone is for internal calls ONLY. External calls must be placed outside this office.

General info - Crown land	Gayle Ketola	5105	Salli Watson	3002	Mikoliew - 3010
GIS mapping	Chris Ransom	5113	Rob Berry	3006	
Ice Hut Registrations	Business Services	5100	Salli Watson	3002	
Invasive Species	Ilsa Langis	5108	Jim Trotter	3018	
Lakes - Access Points	Pat McDonald	5126	Karen Mikoliew	3010	
Lakes - Surveys general info	Business Services	5100	Jim Trotter	3018	
Land Use Permits	Gayle Ketola	5105	Salli Watson	3002	Mikoliew - 3010
Leases of Crown land	Pat McDonald	5126	Karen Mikoliew	3010	
Licences - general	Business Services	5100	Salli Watson	3002	
Licences of Occupation of Crown land	Pat McDonald	5126	Karen Mikoliew	3010	
Licences - Tanning Permits	Business Services	5100	Salli Watson	3002	
Missisaga Provincial Park	705-848-2806		705-848-2806		
Nuisance Furbearers	Trappers	5100	Salli Watson	3002	
Ontario Ranger Program	Michelle Lawson	5101	Kirk Dillabough	3011	
Pancake Bay Provincial Park	705-882-2209		705-882-2209		
Park Reservations	1-800-ONTARIO		1-800-ONTARIO		
Possession and Tanning Permits	Business Services	5100	Salli Watson	3002	
Provincial Parks	Chris Caldwell	5137	Tamara Flannigan	705-865-2021	
Purchasing of Crown Land	Gayle Ketola	5105	Salli Watson	3002	Mikoliew - 3010
Renewable Energy	Erin Nixon	5128	Kirk Dillabough	3011	
Reporting Road Kills	Business Services	5100	Salli Watson	3002	
Road Access on Crown Land	Gary Raines	5122	Karen Mikoliew	3010	
Road Allowances	Pat McDonald	5126	Karen Mikoliew	3010	
Road Kills - general info	Business Services	5100	Salli Watson	3002	Trottier - 3018
Sawmill Licences and Hauling	Dennis McLeod	356-3014	Dennis McLeod	3014	
Shoreline Reserves	Pat McDonald	5126	Karen Mikoliew	3010	
Species at Risk	Nathan Hanes	5139	Jim Trottier	3018	
Stewardship Program	Tom Mispel-Beyer	5109	Tracey Cooke	3021	
Tagged Fish	Andre Dupont	5125	Jim Trottier	3018	
Taxidermy - general	Business Services	5100	Salli Watson	3002	
Trapping/Traplines & Beaver Dams	Jacques Landry	5124	Jacques Landry	941-5124	
Unauthorized Occupations	Pat McDonald	5126	Karen Mikoliew	3010	
Waste Disposal Sites	Peggy Wilson	5129	Ray Lipinski	3008	
Water Level Controls/Dams	Jeff Critchley	5133	Ray Lipinski	3008	
Wildlife Research	Ilsa Langis	5108	Jim Trotter	3018	
Wildlife Game Quotas - hunting	Ilsa Langis	5108	Jim Trotter	3018	
Wind power & Renewable Energy	Erin Nixon	5128	Kirk Dillabough	3011	
Work Permits - shorelines, water crossings, docks	Peggy Wilson	5129	Karen Mikoliew	3010	
Wood Measurement			Bruce Goodmurphy	3013	
			Kelly Giguere	3017	
Wood Cutting Permits	Gary Raines	5122	Michael Young	3007	Marg Carruthers 705-941-5123

William Freiburger, CMA
Commissioner of Finance
and Treasurer



Finance Department

2012 01 09

Mayor Debbie Amaroso and
Members of City Council

RE: PUBLIC BUDGET INPUT SESSIONS

The Finance Committee has scheduled two additional sessions requesting public input for the municipal budget for 2012 and future years on the following dates.

Monday, January 16, 2012

7:00 p.m. to 9:00 p.m.

John Rhodes Community Centre - Pool Side, Main Floor
260 Elizabeth Street

Wednesday, January 25, 2012

7:00 p.m. to 9:00 p.m.

Public Works & Transportation Building - Main Floor
128 Sackville Road

That the report of the Commissioner of Finance and Treasurer concerning Public Budget Input Sessions be received as information.

Respectfully submitted,

W. Freiburger, CMA
Commissioner of Finance and Treasurer

WF/kl

S. Hamilton Beach, P. Eng.
Deputy Commissioner



Public Works and
Transportation

2012 01 09

Mayor Debbie Amaroso and
Members of City Council

**RE: RECYCLING CONTRACT EXTENSION
GREEN CIRCLE ENVIRONMENTAL**

PURPOSE

The purpose of this report is to inform Council of Public Works and Transportation's desire to extend the current recycling contract with Green Circle Environmental ('Green Circle') and to ensure all legal concerns with this contract extension are addressed.

BACKGROUND

In 2002, the City of Sault Ste. Marie with the assistance of TSH Engineering (now AECOM) prepared a Request for Proposals for the Collection and Processing of Recyclables. This was a very lengthy process and fundamentally set us on a new path for recycling. Until that point in time our diversion was dismal. The residential sector was achieving approximately 9%. The City owned the Material Recovery Facility ('MRF') on lower McNabb Street and Canadian Waste was our contractor operating the facility. The building, processing equipment and collection trucks were inadequate.

The Request for Proposal opened the door for opportunity and revamped the entire system. It also provided protection and control for the City by including clauses addressing the following:

- *Compliance with Laws* – The contractor must comply with all Federal, Provincial and Municipal laws, etc. and must bring to the City's attention (in writing) any provision in the Contract which is contrary or inconsistent with any laws, etc.;
- *Auditing and Site Inspections* – The City has the right to audit financial statements, invoices, etc. and has the right to inspect the work place;
- *Resident Inquiries* – The Contractor shall advertise and maintain a local or toll-free number for residents with questions or complaints; and

- *Standard of Performance* – All work is to be performed under the contract will be performed to the satisfaction of the City and to be carried out in accordance with the current provisions and future amendments that may be approved during the term of the contract.

In order to evaluate the submissions, evaluation criteria was established and included the following:

- Contractor's profile and experience;
- Personnel assigned to the project;
- Quality of equipment provided;
- Description of operations;
- Ability to commence operations in a timely manner;
- Ability to meet optional service requirements;
- Innovation;
- Diversion potential; and
- Price.

The criteria were weighted with the key objective of the new contract to increase the diversion rate in Sault Ste. Marie to a level consistent with similar cities. Three submissions were received. Based on the evaluation criteria, Green Circle was the successful proposal.

The City of Sault Ste. Marie then entered into a ten (10) year contract with Green Circle Environmental in September, 2002. Graph No. 1, attached, shows the residential waste diversion rate for Sault Ste. Marie for the period of time from 1999 (9%) to 2009 (34%). Important to note is the stepped improvement that occurred in the time period from 2001 to 2003. This significant increase in diversion is a result of the program implemented by Green Circle and the City. Additional materials, particularly more paper products were added to the collection list.

Critical to the success of the program was also the development of Green Circle's MRF on Sackville Road. The additional materials were able to be collected, processed and sold to available markets as the facility could handle those volumes. It is our understanding that no other local contractor has a MRF capable of processing the tonnage collected by our residential sector. A MRF requires approvals from the Ministry of the Environment prior to construction and operation which are lengthy to receive.

The recycling industry is forever changing and growing. More and more waste materials are finding themselves becoming new products instead of waste after its 'useful life'. One such area is the plastics industry which is continually finding ways to use its 'waste' products.

In general, the City has had a good working relationship with Green Circle and would like to see the recycling program develop further.

ANALYSIS

Green Circle Environmental has requested that the clause within the existing contract be exercised which states that "the Contract may be extended 5 years if suitable terms can be established through negotiations". Following the request by Green Circle, discussions have been had with staff from Public Works and Transportation, the Engineering Department as well as our waste management consultant, AECOM, the Finance Department, the CAO and the Legal Department.

There are ultimately two options proposed for contract extension. These options are detailed in two (2) letters included in Appendix 1 of this report – dated November 4, 2011 and December 6, 2011.

Option No. 1 – Implementation of automated carts and collection trucks

Following several discussions regarding Option No. 1, it is Staff's understanding that Green Circle proposes to:

- purchase and provide all residents with carts (approximately \$2 million) for the automated collection of recyclable materials for the next ten (10) years. After the ten (10) years of the contract extension, the carts shall be owned by the City of Sault Ste. Marie. There are approximately 26,200 carts required. There are many advantages to these carts and several municipalities are transitioning to them. They allow for more material to be collected, they manoeuvre quite easily, they can be tracked (ie. RF ID technology or a bar coding option), they have lids preventing material from being blown about in poor weather conditions; they do not require the operator to lift and empty manually therefore mitigating injury;
- provide carts to new residents for the term of the contract as well as replacement carts if they are damaged by the contractor or found to be defective;
- provide automated trucks to collect the carts (approximately \$1.8 million);
- finance all expenses associated with the robotic collection of curbside recyclables; and
- potentially upgrade the current processing facility to prepare for legislation changes and program expansion.

Through negotiations, Green Circle requests that the contract for Option No. 1 be extended for ten (10) years. This period of time allows for the financing of the new robotic technology. The carts and collection vehicles will allow for a safer, more efficient collection process with a total value of approximately \$3.8 million. Communities (ie. Timmins, Guelph, Toronto and Quebec City) have implemented similar technology. City staff are confident with a strong public education program the carts will be well received by the public.

Green Circle commits to the implementation of the robotic arm technology within one (1) year of the contract extension (September, 2013).

Green Circle also agrees to review the contract clause regarding frequency of pickup every three (3) years to determine if bi-weekly recycling collection is a viable option.

Option No. 2 – Manual pickup

The second option is to continue with manual pickup. If this is the preferred option of Council, the request for extension is for five (5) years only. It needs to be recognized that with this option Green Circle cautions it would be difficult to implement any significant program expansion. Health and safety issues (ie. compliance with Ministry of Labour industry standards) may be problematic.

For both the conversion to the robotic technology and remaining with the manual pickup, Green Circle requests that the contract extension include a Fuel Escalation Clause. This type of clause has been included in both the City's multi-family waste collection contract and the residential curbside collection contract for the designated contract area. Staff understands that the incorporation of this clause is reasonable and should be considered for all future collection contracts.

Should neither contract extension option be acceptable, Staff advise Council of the following:

- A Request for Proposal ('RFP') must be prepared immediately. PWT would recommend our waste management consultant, AECOM, be engaged to prepare this request.
- This process, nine (9) years ago, took many months to be accomplished. Staff from PWT and Engineering would be involved in the process.
- Several months would be required for Staff to assess the RFP submissions.
- As the City no longer owns the Material Recovery Facility ('MRF') the successful proponent of the RFP would be mandated to provide the service by September, 2012 – the expiry of the current contract and/or an agreement would be necessary for Green Circle to provide the service in the interim as the City is regulated to provide a recycling program to the residents.
- There is potential for new equipment and a MRF to be required which may take year(s) to be designed, approved, constructed and/or supplied.

IMPACT

For Council's information the value of this contract is approximately \$1.3 million annually. This is approximated as it is based on a rate per tonne collected. The greater the volume collected – which is the objective – landfill space is saved and thus the associated dollar value with that space is gained. It should be recognized by Council that a community of our size is regulated to recycle and that the program is currently funded by the following:

- Waste Diversion Ontario ('WDO') – Through the completion of the annual datacall the City receives significant funding from WDO. This funding is based on the success of our program ie. diversion rate, material collection options, etc. (approximately \$400,000/annually);
- Revenues are shared with Green Circle – These revenues vary from year to year based on market conditions and volumes collected, but, represent significant funds (approximately \$250,000/annually);

- Landfill Reserve Fund – This fund is financed by the rates established through the business plan for Solid Waste Management; and
- General Tax Levy – A portion of this service is paid through the general tax levy.

The unique financial impacts of each option are described below. Ultimately, there is no significant financial difference from the cost of recycling for the City today.

Option No. 1 – Implementation of automated carts and collection trucks

FINANCIAL

There are several financial impacts associated with Option No. 1 as noted below:

1. AECOM has assessed the financial implication of a Fuel Escalation Clause in the existing contract and, on average, its inclusion would have meant approximately \$77,000. annually. As previously stated, staff suggest this financial impact is inevitable as most, if not all, collection contracts will require such a clause in the future.
2. With Option No. 1 there is the possibility to expand the current program and the materials accepted at curb. The City's contract with Green Circle includes a clause that the revenues and losses associated with the sale of the material is shared 50/50 with the municipality. Although, an exact dollar value cannot be given to the potential revenue in an expanded program – it is probable that additional funds may be received to offset the potential additional expense associated with the Fuel Escalation Clause.
3. Replacement yellow and blue boxes would not be required at an annual expense of approximately \$30,000. The automated carts come with a warranty and can be tracked.

SOLID WASTE ENVIRONMENTAL ASSESSMENT ('EA')

An enhanced recycling program is a recommendation of the City's Solid Waste Environmental Assessment ('EA') i.e. Increased diversion. Participants in every workshop associated with that EA have stressed they would like to be able to recycle more materials. Ultimately, more diverted material means that the landfill's remaining life is longer. Also, as the City seeks Ministry of Environment ('MOE') approvals for additional disposal capacity, diverting as much material as possible from the landfill will play a factor on the MOE's acceptance of our plan.

Option No. 2 – Manual pickup

FINANCIAL

If manual pickup is the preferred option the financial implications are as follows:

1. The inclusion of the Fuel Escalation Clause, will have the same financial implications as with Option No. 1 (average \$77,000 annually). Staff understands this financial

impact is inevitable as most, if not all, collection contracts will include such a clause in the future.

2. There would be little potential to expand the current recycling program and therefore minimal additional revenue could be received to offset expenses.
3. Replacement yellow and blue boxes would continue to be required each year at an expense of approximately \$30,000.
4. Poor weather conditions (i.e. strong winds and rain/snow) mean material, fully exposed to the elements, is either blown out of the boxes and becomes litter or is in poor condition for processing. This ultimately is lost revenue for the City and Green Circle Environmental.

SOLID WASTE ASSESSMENT ('EA')

Increased diversion, as recommended in the Solid Waste EA, will be limited based on the curbside containers (ie. yellow and blue boxes) and the continuation of manual pickup.

STRATEGIC PLAN

As discussed in the Impact Section of this report, the Corporate Strategic Plan – Objective 1A – Environmental Leadership includes the completion of the EA for Solid Waste Disposal. The desired result of this activity is to reduce waste/refuse and increase waste disposal capacity. Recycling, in general, works towards this goal. It is Staff's recommendation that proceeding with Option No. 1 provides the greatest potential to enhance the current recycling program in a safe and efficient manner.

SUMMARY

Based on the analysis and the examination of the overall impact of Option No. 1, Option No. 2 and the possibility of not pursuing a contract extension, Public Works and Transportation recommends that Option No. 1 be pursued and that an agreement be entered into for a ten (10) year extension to the contract with Green Circle Environmental.

The request to sole source the provision of the collection and processing of recyclables can be compared to recent Council decisions to award the wastewater contract to the Sault Ste. Marie Public Utilities Commission ('PUC') as well as the provision of the City's insurance coverage and banking service. Ultimately, Green Circle Environmental meeting our objective of increased diversion in a professional and efficient manner as well as owning and operating the only MOE approved MRF of adequate size is good reason to continue with their service, it being in the best interest of our municipality.

The terms and conditions of the current agreement shall be carried forward in the extended agreement as it is in the best interest of our municipality, including:

- Compliance with laws;
- Auditing and Site Inspections;
- Resident Inquiries and Complaints; and
- Standard of Performance.

New clauses shall be incorporated to ensure the system reflects the commitment that:

- Carts will be purchased and provided to all residents and very small businesses;
- The carts will incorporate RFID technology and/or bar-coding option;
- Carts will be provided to new residents for the term of the contract as well as replacement carts if they are damaged by the contractor or found to be defective;
- Automated trucks will be provided to collect carts to service the City collection routes;
- Green Circle will finance the purchase of the carts and the collection vehicles;
- Improvements will be made to the MRF to help increase diversion and improve product quality; and
- Green Circle will implement the new robotic arm technology within one year of the contract extension (ie. September 2013).

RECOMMENDATION

"That the report of the Deputy Commissioner of Public Works and Transportation concerning the contract extension with Green Circle Environmental be received and the recommendation to proceed to enter into an agreement with Green Circle Environmental for a ten (10) year extension for Option No. 1 - Implementation of automated carts and collection trucks be approved, it being in the best interest of our municipality."

Respectfully submitted,

Recommended for approval,

Susan Hamilton Beach, P. Eng.
Deputy Commissioner

Larry Girardi
Commissioner