

## **Report to Committee of the Whole**

**Date:** 6/9/2025  
**From:** Chad Kean, Manager of Public Works  
**Re:** Curbside Pickup Throughout the Municipality

### **RECOMMENDATION**

THAT the Committee of the Whole receive this report for information and discussion;  
AND THAT the Committee directs staff to proceed with Option \_\_\_\_, as outlined in this report to bring forward to the June 23<sup>rd</sup> Regular Council Meeting for final approval.

### **BACKGROUND**

The purpose of this report is to review the possibility for curb-side pickup (of waste and/or Blue Box material) throughout the municipality of Merrickville-Wolford and describe the analysis required and recommendations to Council.

#### **Current Level of Service:**

Our Municipality (Merrickville-Wolford) transitioned on October 1, 2023, with a current level of service of curbside pickup in the Village only (waste and recycling picked up by a contractor retained by the Village as Limerick Environmental). This is denoted as “opting-in” for curbside with Circular Materials (CM) during the transitioning period.

A second level of service is maintaining and operating a Depot for waste and recycling for all residents (as not all receive curb side pickup). This is denoted as “opting-in” for Depot Operations. Our staff and contractor manage the Depot.

### **ANALYSIS**

#### **Current MPAC / Site Review of Non-Eligible Counts**

Within the Village of Merrickville, staff believe there are 456 eligible stops, and 16 are non-eligible sources, for a total number of curb side stops of 472.

Within the Municipality, there appears to be 1330 eligible stops, and 57 non-eligible sources. These numbers / stops includes the Village of Merrickville.

#### **Curbside Pickup Throughout the Municipality for Waste**

The current level of service for curbside pickup in the Village of Merrickville (based on the agreement with CM) is:

- 433 residential stops (eligible sources)

- 20 IC&I (non-eligible sources)
- Currently 453 stops

The current costs of the retained contractor are:

\$693 per week regardless of weight for waste curbside pickup and delivered to our landfill disposal. Based on 453 stops, this translates into a cost of \$1.53 / stop in the Village, equating to \$36,036 annually.

Based on a review of MPAC codes, the Municipality appears to contain the following (inclusive to the Village of Merrickville):

- 1330 eligible stops
- 57 non-eligible stops
- 1381 stops in total

An estimated cost for curb side pickup to for Waste throughout the municipality is \$3.50 to \$4.00 per stop per week. Therefore, should Council consider curb side pickup for all residents and IC&I in the municipality for waste, an estimated cost could range from \$232,008 to \$265,152 annually.

Noting that these costs are estimates based on discussions in the industry, whereas a full tender would be advertised with a map of the municipality as well number of stops in hopes for competitive bids.

In addition to the above, the recommendation for private roads / lanes, is to have a communal waste area at the beginning of the private road / lane in order for the collector to stop once on the municipal road. This is due to the uncertainty of the road conditions, maintenance, and ability to turn around at the end – as the maintenance is not the responsibility of the Municipality. Albeit, recommendations are provided to the 'road association' to maintain a clear ROW for emergency services, however no guarantee this is being undertaken. This recommendation would hold the same for BB material further in the report.

### **Curbside Pickup Throughout the Municipality for BB Material**

Discussions of the Full Transition for Blue Box Material should also be considered as all parties are expected to make every effort to ensure the success of the new program. However, there are concerns with ensuring the continued success of the blue box recycling program. If transition results in a program that is less convenient or accessible for residents, there is concern that recyclables will end up in the municipal garbage stream, increasing costs and taking up valuable landfill capacity.

Should Council move toward curbside pickup throughout the municipality for waste, Council should also considered the BB Materials and applicable logistics.

Upon January 1, 2026, the municipality will no longer be responsible for BB material (pickup, processing, or hauling). The current level of service maintains curbside pickup

of BB in the Village of Merrickville, and the remainder having the ability to utilize the Depot for BB drop off.

Once the material is dropped off at the Depot, a retained contractor hauls the material to a facility for processing. The Municipality is reimbursed through CM for the cost to rent the BB bins and hauling costs as the Depot is considered a required Depot based on existing level of service (note that processing costs are currently the responsibility of CM).

To consider BB material curbside pickup throughout the Municipality, a change proposal will be required with CM.

To make this change, it would have to go through the Change Management process outlined in Section 8.8 of the Master Service Agreement (MSA) which includes review and approval by CM prior to implementation. During initial conversations with our Contract Administrator for the current BB post transitioning agreement through CM, this Change Proposal is subject to CM's approval and will take time to complete.

However, aside from the timeframe and approval by CM, the most important factor is that if the Municipality chooses to enter into a change proposal with CM for the curbside pickup for BB material (and the change is accepted), then the Depot will become a 'convenience depot' and not be reimbursed by CM. Therefore, if any BB material is brought to the Depot, the municipality will be responsible for the supply of bins, hauling costs to the processing plant, and processing costs.

## **OPTIONS**

Each option for Curbside Pickup throughout the Municipality below includes pros and cons and should be reviewed with the values they represent:

### **Option 1: Provide curbside WASTE ONLY pickup throughout the Municipality**

Staff could tender for competitive bids for curbside waste pickup collection for all properties in the Municipality and transport to the Municipality's landfill site.

This option would result in an increased level of service for waste, however eligible residents not currently receiving curbside pickup will still be required to dispose of the BB material at the Depot.

### **Option 2: Provide curbside WASTE and BB Material pickup throughout the Municipality**

Staff could tender for competitive bids for curbside waste pickup collection for all properties in the Municipality and transport to the Municipality's landfill site.

Staff would proceed with the Change Order process with CM for increased curbside pickup. This option would result in an increased level of service for

waste and BB, however the current Depot would be considered a 'convenience depot' and no longer be reimbursed by CM.

Note that, should the Change Order be approved by CM, the cost for BB Material curbside pickup should be covered by CM as of January 1, 2026.

**Option 3A: Review Costs and Feasibility for In-House curbside pickup of WASTE**

Staff could tender for waste compactor truck and additional staff for curbside waste pickup collection for all properties in the Municipality and transport to the Municipality's landfill site.

This option would result in an increased level of service for waste, however eligible residents not currently receiving curbside pickup will still be required to dispose of the BB material at the Depot.

**Option 3B: Review Costs and Feasibility for In-House curbside pickup of WASTE and BB Material throughout the Municipality (by CM)**

Staff could tender for waste compactor truck and additional staff for curbside waste pickup collection for all properties in the Municipality and transport to the Municipality's landfill site.

Staff would proceed with the Change Order process with CM for increased curbside pickup. This option would result in an increased level of service for waste and BB, however the current Depot would be considered a 'convenience depot' and no longer be reimbursed by CM.

Note that, should the Change Order be approved by CM, the cost for BB Material curbside pickup should be covered by CM as of January 1, 2026.

**Option 4: Proceed with a Public Survey**

Should Council choose, staff could prepare a survey for all residents in order to obtain the majority level of interest for curbside pickup, with the understanding that minimal estimated fees would be ~\$250,000.

This option engages the public with background information in regard to the current level of service as well as the consequences of BB Material pick up / convenience Depot.

**Option 5: Continue with Status Quo for Village only curbside pick up**

This option would result in the Village of Merrickville-Wolford maintaining the current status quo with curbside pickup and Depot Operations.

## BUDGET/LEGAL IMPLICATIONS

### **Contracted Services for curbside pickup throughout the Municipality**

As noted, an estimated value for curbside pickup throughout the Municipality is ~\$250,000 based on verbal discussions within the industry.

A full tender would be prepared by Staff and presented to Council should this be the consensus of Council.

### **In-House Services for curbside pickup throughout the Municipality**

An option to undertake curbside pickup by Public Works staff for Waste would include the procurement of a garbage compactor, in which currently is estimated in the range of \$380,000 to \$400,000. Should Council consider this option (in the immediate future or longer term), the recommendation would be to also hire a new full-time operator with a budgeted salary of \$69,500.

This position is recommended as full-time to obtain interest from qualified personnel as well as this new staff member could then assist with the continued duties of a Public Works Operator in Roads, Fleet, Facilities, Cemeteries, Depots when not engaged in waste / land fill operations.

Submitted by:

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Chad Kean, Manager of Public Works

Approved by:

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Darlene Plumley, CAO