

## ADMINISTRATIVE REPORT

**TO:** Environment and Infrastructure Committee

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** October 17, 2024

**RE:** **2025 Curbside Cart Rollout Discussion**

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### **Administrative Recommendation:**

THAT the Regional District Board direct staff to incorporate existing resident supplied carts to the new automated curbside collection program commencing July 1, 2025 providing the carts meet established requirements for the program

### **Purpose:**

The purpose of this report is to seek direction in relation to incorporating the existing resident supplied carts for the new automated collection system commencing July 1, 2025. Additionally, an update on the planned activities for the changing curbside program will be provided in a presentation.

### **Business Plan Objective:** *(Tie to current RDOS Business Plan)*

2025 Curbside Collection Program

### **Background:**

The Regional District will be transitioning from manual/semi curbside collection to automated collection starting July 1, 2025. The automated collection is a requirement for the new curbside contract that was awarded to Waste Connections of Canada on June 13, 2024. The automated collection will increase efficiency and reduce work-related injuries.

The automated collection requires carts at each residence. The carts will be provided by the RDOS and will be delivered prior to July 1, 2025. The three carts to each household includes one for garbage, one for recycling and one for yard waste.

### **Analysis:**

Staff recognizes that some residents have purchased carts from the local hardware stores which are currently used for the manual/semi curbside collection. Some of these carts meet Waste Connections' automated collection standards and can be utilized for the automated collection.

Also the RDOS has coordinated a group purchase in the past of clip style bear resistant carts for the West Bench and Anarchist Mountain areas.

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A one time program for assessing and determining if existing curbside carts purchased through private vendors can be used, could be set up as follows:

1. Residents would apply to have their existing carts assessed by filling out a form with their pertinent information including
  - Name and address
  - Information on the cart(s)
  - Verify that they wish to receive a one-time discount by selling their existing cart(s) to the RDOS as part of the automated curbside collection program
2. An RDOS representative will evaluate the cart in person at the residence
  - If the cart is in good condition and meets the specs provided by Waste Connections:
    - A RDOS branding sticker and RFID tag will be placed on the cart
    - The RDOS representative will then record the information.
3. On the 2025 invoice for curbside service from the RDOS, a one time discount will be added to a property for the approved existing cart(s).
  - The discount on service invoices will be used instead of a cash payment.
  - At this time, approximately \$35 has been estimated as the discount amount. Further cost analysis will confirm the exact dollar amount.

Not all existing carts will meet the requirements set out by Waste Connections and the RDOS. For example carts that come from another collection program (potentially stolen) or are a lower quality material or thickness approved for the program, will not be provided the branding and the resident will not receive a discount. Any resident whose cart cannot meet the specifications will have carts supplied by the RDOS.

Once a cart is accepted into the program it will be replaced at end of life as part of the normal cart maintenance activities.

### **Factors to be considered in making the decision**

Pros and Cons of incorporating existing carts:

#### **Pros:**

1. Capital savings for the RDOS during the initial roll out – less new carts to purchase.
2. Cost savings for the residents – discount received for existing qualifying carts.
3. Opportunity to reduce existing carts being disposed at the landfills.
4. Environmental and public friendly initiative.

#### **Cons:**

1. Financial implication on the RDOS due to cart discounts – the discount provided to properties will be funded through the specific area's curbside budget.
2. Staff time to verify the specification of each cart.
3. Staff time to track logistics and credits to the appropriate accounts.

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### **General Information on Supply of Carts for Curbside Collection**

Overview on the upcoming activities and automated cart rollout project will be provided to the Board for information.

#### **Financial Implications:**

The discounts to properties with approved existing carts will add cost to the curbside operating budget for the given area. It is anticipated that this extra cost could reduce the initial capital cost of ordering the new carts, depending on the final numbers.

The one time discount to properties, should be covered from the reserve funds held for each collection service area, depending on the final numbers of approved existing carts.

#### **Alternatives:**

**THAT** staff be directed to purchase new carts for each resident.

**Communication Strategy:** *(Outline the communications efforts being undertaken to ensure this initiative is communicated appropriately.)*

Information about the carts will be distributed via RDOS communication channels, media outlets, newsletters, and open houses. A project page has been created on the RDOS Regional Connections interactive website. The page will be populated with FAQs, educational material, and information on project progress.

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#### **Respectfully submitted:**

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#### **Endorsed by:**

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