



Essex-Windsor Solid Waste Authority Regular Board Meeting Agenda

Meeting Date: Tuesday, November 4, 2025

Time: 4:00PM

Location: County of Essex Administration Building
Council Chambers, 2nd Floor
360 Fairview Avenue West
Essex, Ontario N8M 1Y6

Meeting will be held in person for Board Members and staff. Media representatives and interested members of the general public are invited to attend in person.

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- A. **By-Law 16-2025** 51
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- B. **By-Law 17-2025** 52
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Essex-Windsor Solid Waste Authority Regular Board Meeting MINUTES

Meeting Date: Wednesday, September 10, 2025

Time: 4:00 PM

Location: Essex County Civic Centre
Council Chambers, 2nd Floor
360 Fairview Avenue West
Essex, Ontario N8M 1Y6

Attendance

Board Members:

Gary McNamara –Chair	County of Essex
Michael Akpata	County of Essex
Rob Shepley	County of Essex
Kirk Walstedt	County of Essex
Gary Kaschak –Vice Chair	City of Windsor
Kieran McKenzie	City of Windsor
Mark McKenzie	City of Windsor
Jim Morrison	City of Windsor

EWSWA Staff:

Michelle Bishop	General Manager
Steffan Brisebois	Manager of Finance & Administration
Cathy Copot-Nepszy	Manager of Waste Diversion
Natalie Byczynski	Project Manager
Teresa Policella	Executive Assistant

City of Windsor Staff:

Tony Ardovini	Deputy Treasurer Financial Planning
Jim Leether	Manager of Environmental Services

County of Essex Staff:

Melissa Ryan	Director of Financial Services/Treasurer
David Sundin	Solicitor/Interim Director, Legislative and Legal Services
Claire Bebbington	Deputy County Solicitor, Legislative and Legal Services

Absent:

Drew Dilkens	City of Windsor (Ex-Officio)
Hilda MacDonald	County of Essex
Tom Marentette	Manager of Waste Disposal
Mark Spizzirri	Manager of Performance Management and Business Case Development

1. Call to Order

The Chair called the meeting to order at 4:01 PM.

2. Motion to Move In-Camera

Moved by Michael Akpata

Seconded by Mark McKenzie

That the Board move into closed meeting pursuant to Section 239 (2) (f), (k) of the Municipal Act, 2001, as amended for the following reasons:

- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**73-2025
Carried**

Moved by Mark McKenzie

Seconded by Jim Morrison

That the EWSWA Board **rise** from the Closed Meeting at 4:29 PM.

**77-2025
Carried**

3. Declaration of Pecuniary Interest

The Chair called for any declarations of pecuniary interest, and none were noted. He further expressed that should a conflict of a pecuniary nature or other arise at any time during the course of the meeting that it would be noted at that time.

4. Approval of the Minutes

Moved by Rob Shepley

Seconded by Kirk Walstedt

That the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated July 9, 2025, be **approved and adopted**.

**78-2025
Carried**

5. Business Arising from the Minutes

No items were raised for discussion.

6. Correspondence

There are no items for discussion.

7. Delegations

There were no delegations.

8. Waste Disposal

A. Tender Award for the Regional Landfill Gas Collection System Expansion

The General Manager presented the report recommending that the Essex-Windsor Regional Landfill Gas Collection System Expansion Contract be awarded to 2044970 Ontario Inc. o/a All Season Excavating at a cost of \$518,136.70 plus HST.

She referred to the drawing and explained the history of the Regional Landfill gas collection system.

The recommendation includes provisional work for the installation of two (2) additional extraction wells. The total cost of the project exceeds the budget by \$99,437.70, which will be funded from the Regional Landfill Reserve.

The Chair asked if there were any questions.

Kieran McKenzie asked if there was an opportunity for partnerships or advocacy to be able to utilize the energy or methane gas, and would the Authority want to see this happen.

The General Manager referred to the Project Manager.

The Project Manager replied yes, the Authority plans to evaluate onsite electricity generation and subsequent sale to the grid or scrubbing for subsequent line injection into the regional gas network. The decision will ultimately be based on cost and will consider the quality and quantity of gas collected, the cost structure for electricity/RNG and the infrastructure required. It may prove more beneficial to reuse the gas onsite directly (as a fuel) or indirectly to generate electricity for the landfill. All options will be fully evaluated.

Kieran McKenzie asked if the Board would be provided with a subsequent report regarding the opportunities. The Project Manager confirmed there would be a subsequent report.

There were no further questions.

Moved by Mark McKenzie

Seconded by Gary Kaschak

That the Board **award** RFT 2025-07-28 for the Regional Landfill Gas Collection System Expansion Contract to 2044970 Ontario Inc. o/a All Season Excavating, with an upset limit in the amount of \$518,136.70 (plus HST) and that the Chair

and General Manager be authorized to enter into an agreement in accordance with the tender documents.

**79-2025
Carried**

9. Waste Diversion

A. 2025 Green Bin Program: Promotion & Education (P&E) Update

The Manager of Waste Diversion provided a Green Bin Program P&E update. To ensure consistent messaging, she recommended that the Board direct Administration provide a Green Bin Program Summary to the Clerk's Department at the City of Windsor, County of Essex and seven (7) County municipalities so that the document would be placed on Council agendas as correspondence.

Mr. Morrison commented that the campaign has been well done. He asked what happens if residents are not compliant with the Green Bin Program.

The Manager of Waste Diversion, stated that there are requirements in the contracts with Miller Waste Systems (Miller), which include assisting the Authority to support participation by issuing OOPs and Gold Star program stickers. Additionally, to assist in mitigating contamination, when a collection truck driver pulls up to a resident's home, there are cameras on the truck, so that the driver can see what has been placed in the bin. If contamination is high, Miller will flag this in their system and place an OOPs sticker on their Green Bin. This system will then put that home on a flag list for the next collection so that the driver has to visually confirm there is no set-out issue before servicing. If that home does now comply, then the home is removed from next week's flag list. If the issue continues, a supervisor will follow up with the homeowner, and if they choose to continue not to comply, the EWSWA can remove them from the Green Bin Program list. This is essentially the process for the County, the Manager asked if the City of Windsor's Manager of Environmental Services, Jim Leether, wanted to add anything for the City contract. Mr. Leether stated the City would basically follow the same approach and noted they would potentially geotarget homes in an area that predominantly did not participate.

The Manager of Waste Diversion noted that the Authority has a Gold Star program in addition to the OOPs sticker. Miller is obligated to issue a certain number of stickers. She noted that some residents will see this as a negative, but some will see this as positive.

Mark McKenzie asked if the Authority has reached out to local stores to ensure the liner bags they carry are approved for the program. The Manager of Waste Diversion stated that the Authority issued a letter to advise retailers on which type of bags should be stocked. Home Hardware, a long-time partner of the

Authority, specifically asked which type of bags they should carry. She noted that a "Bags Do Matter" Campaign will also be issued.

Mark McKenzie asked what the plan is for residents who have moved to the area from other countries. The Manager of Waste Diversion stated that a draft welcome letter has been prepared to provide to municipalities to give to residents when onboarding them to the area.

Mark McKenzie also asked if there is an opportunity to include this information in local MPP newsletters.

The Manager of Waste Diversion stated that this is something that the Authority could pursue. She noted that the Authority attended an event organized by MPP Andrew Dowie.

Mark McKenzie thanked Administration and staff for their hard work.

Mr. Kaschak noted that the report stated there are 600 residents that have refused a bin and participation in the program. He asked if the Board could be provided a report on where the refusals are coming from.

The Manager of Waste Diversion stated that the Authority has a list that can be shared with Mr. Leether's team.

Mr. Shepley asked if there is no green bin being set out, will we be looking at the garbage collector?

The General Manager noted that this is a concern, however, the municipalities have separate and distinct garbage collection contracts. The City of Windsor will have synergies because they have the same collector for both the green bin and garbage. The Authority does not have the ability to ask the garbage collector in the municipalities not to pick up garbage if they have not set out a the green bin.

Mr. Shepley asked if the 600 residents who refused bin delivery had called ahead of delivery.

The Manager of Waste Diversion stated that it was a combination of residents calling ahead of delivery or refusing delivery at the curb. Authority staff are equipped to talk to the resident about the program. She noted many of the refusals are seniors stating that they don't generate a lot of waste.

The Chair commended the Manager of Waste Diversion and staff. He noted that a lot of hard work has been done by the Authority, and we need to continue to address the messaging.

Moved by Mark McKenzie
Seconded by Kieran McKenzie

That the Board **receive** this report as information.

That the Board **direct** Authority Administration to provide a Green Bin Program: Campaign Summary, as applicable to the Clerk's Department at the City of Windsor, County of Essex and seven (7) County Municipalities.

**80-2025
Carried**

B. Circular Materials Response Re: Single Stream Recycling

A report was provided outlining ongoing discussions held with Circular Materials regarding concerns stemming from the change from a dual-stream recycling system to a single-stream recycling system effective January 1, 2026, for all Eligible Sources in the City of Windsor and the seven County of Essex municipalities.

There were no questions.

Moved by Mark McKenzie
Seconded by Kieran McKenzie

- **That** the Board **receive** this report for information and direct Administration to report back on the outcomes of the meetings referenced in this report at a future meeting
- **That** the Board **direct** Authority Administration to provide the information included in this report to the Clerk's Department at the City of Windsor, County of Essex and seven (7) County municipalities, to be included as information to municipal staff and councils.

**81-2025
Carried**

C. Non-Eligible Source Recycling Program Update

The General Manager provided an update on the Non-Eligible Source (NES) Blue Box Recycling Program in Essex-Windsor. As directed by the Ministry of the Environment, Conservation and Parks (MECP), the Essex-Windsor region transitioned the Blue Box program to an Extended Producer Responsibility (EPR) model on August 28, 2024. The EPR did not include NESs, such as municipal buildings, business improvement areas, not-for-profits, post-secondary institutions and other IC&I facilities.

The Authority and Ontario municipalities have been advocating to the MECP to reconsider their position regarding the inclusion of NESs in the program. In response to these requests, on June 4, 2025, the MECP proposed amendments to allow continued service to small businesses. In response to the MECP amendments, Circular Materials (CM) provided a limited "Service Proposal". It is unclear what assumptions CM used. The Authority participated in a meeting

with the Regional Public Works Commissioners of Ontario (RPWCO) Waste Sub-Committee to draft a response to CM, identifying areas of concern. The Authority is currently awaiting financial information from CM.

The Chair asked if there were any questions. No questions were asked.

Moved by Mark McKenzie
Seconded by Gary Kaschak

That the Board **receive** this report as information.

82-2025
Carried

10. Finance & Administration

A. Six-month Operations Financial Review – January to June 2025

The Manager of Finance provided a six-month financial review of operating costs and revenue for January to June 2025. He noted an unfavourable variance of \$1.23 million in revenue due to a significant decrease in the amount of Industrial, Commercial and Institutional (IC&I) tonnages due to the reduction of greenhouse vines and other growing medium media delivered to the Regional Landfill for disposal. Administration will include a complete 2025 financial projection as part of the 2026 Operational Plan and Budget, scheduled to be presented at the November Board meeting.

The Chair asked if there were any questions. No questions were asked.

Moved by Rob Shepley
Seconded by Kirk Walstedt

That the Board **receive** this report as information.

83-2025
Carried

11. New Business

No items were raised for discussion.

12. Other Items

Mr. Morrison asked if the recruitment has begun for the upcoming retirement of the Manager of Waste Disposal.

The General Manager stated that the job posting has been posted on several websites, such as the County of Essex and the Association of Municipalities of Ontario (AMO). The County of Essex Human Resource department is assisting with the recruitment.

The General Manager introduced Natalie Byczynski, Project Manager who replaced Madison Mantha.

13. By-Laws

A. By-Law 14-2025

Moved by Gary Kaschak

Seconded by Rob Sshepley

That By-Law 14-2025, being a By-law to Authorize the Execution of an Agreement with 2044970 Ontario. o/a All Season Excavating for the Regional Landfill Gas Collection System Expansion with an upset limit in the amount of \$518,136.70.

**84-2025
Carried**

B. By-Law 15-2025

Moved by Gary Kaschak

Seconded by Rob Shepley

That By-Law 15-2025, being a By-law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be **adopted** this 10th day of September, 2025.

**85-2025
Carried**

14. Next Meeting Dates

Tuesday, October 7, 2025

Tuesday, November 4, 2025

Tuesday, December 2, 2025

15. Adjournment

Moved by Michael Akpata

Seconded by Jim Morrison

THAT the Board stand **adjourned** at 5:29 PM.

**86-2025
Carried**

All of which is respectfully submitted.

Gary McNamara
Chair

Michelle Bishop
General Manager



Office of the Minister

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357-2025-2245

October 1, 2025

Ms. Michelle Bishop
General Manager
Essex-Windsor Solid Waste Authority
Email: mbishop@ewswa.org

Dear Ms. Bishop:

As you know, Ontario is transitioning the blue box system from municipal control to a producer-run model where Producer Responsibility Organizations (PROs) will be running a province-wide blue box collection system. This will save municipalities over \$171 million annually and the transition will be complete in 2026.

I am writing today to confirm that, under the Blue Box Regulation, PROs are not, and have never been, responsible for collecting blue box waste from industrial, commercial, and institutional (IC&I) sources. In addition, PROs have indicated that, beginning in 2026, they will not voluntarily continue to offer this service to municipalities who are willing to pay for it as they have been doing for some small IC&I locations during the transition.

As PROs have been communicating since 2023, this means that municipalities will need to continue to work with their small IC&I establishments to identify the best path forward for collection in their communities. It is the ministry's understanding that many municipalities have already started this work to be ready for January 1, 2026.

This is not the outcome I had hoped for when I wrote PROs on June 4, 2025, to ask them to prepare an offer of service that would continue small IC&I collection at municipal cost. I had heard from municipalities and PROs that PROs could leverage the province-wide blue box collection system to offer a cost-effective option for municipalities to consider.

Unfortunately, on September 19, 2025, PROs indicated that they would not be able to fulfill my initial direction. They identified operational, infrastructure, and financial challenges to providing small IC&I collection that would make it impractical and unaffordable for most municipalities and potentially disruptive for the residential collection run by PROs.

...2

Ms. Michelle Bishop
Page 2.

While I remain disappointed that the design of the proposal does not support broader curbside collection, leaving a gap in service across municipalities, I am pleased that PROs have agreed to work with communities that rely on depots for blue box collection to facilitate small IC&I collection. They are proposing to allow for comingling of residential and small IC&I blue box in shared depot containers. This means that municipalities will not have to plan and pay for separate depot containers for small IC&I blue box waste, which would add cost and burden. Under the PROs' proposed approach, PROs will be responsible for hauling and recycling the estimated share of collected recyclables from residential sources, and municipalities will be responsible for hauling and recycling the estimated share from small IC&I establishments.

I am very disappointed that PROs were not able to deliver an offer for small IC&I collection. However, I also recognize that the vast majority of businesses in Ontario arrange their own recycling collection through private contracts, or through an arrangement with their municipalities. While PROs will not be making municipalities an offer for small IC&I collection, these private sector solutions are still available to municipalities. If municipalities are not going to offer this service to businesses, proactive communication will be needed to inform individual businesses and business associations of the need to organize recycling independently.

My government is committed to the best possible blue box system for both producers and municipalities. To this end, we will be considering improvements to the system over the coming year. As this occurs, we will be looking into how any changes to the Blue Box Regulation could leverage the producer-run system and support our communities, small businesses, and institutions to cost-effectively maintain blue box services.

My ministry will be in touch with further information over the coming months as we move forward on this initiative. In the meantime, if you have questions about the PROs' offer to facilitate small IC&I collection in depot communities, please contact info@circularmaterials.ca.

Thank you for your continued support of the transition to producer responsibility. This transition will improve the amount of material recycled in Ontario and save money for municipalities.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd McCarthy", with a long horizontal flourish extending to the left.

Todd McCarthy
Minister of the Environment, Conservation and Parks

c: Cathy Copot-Nepszy, Manager of Waste Diversion, Essex-Windsor Solid Waste Authority



Essex-Windsor Solid Waste Authority Administrative Report

To: The Chair and Board of the Essex-Windsor Solid Waste Authority

From: Tom Marentette, Manager of Waste Disposal

Meeting Date: Tuesday, November 04, 2025

Subject: Barn Demolition at the Regional Landfill

Purpose

The purpose of this report is to seek the Board's approval to demolish the existing timber barn structure, located on Authority property at 8803 8th Concession Rd., north-east of the Regional Landfill, due to the condition of the structure.

Background

On October 2, 2012, the Authority Board received a report from Administration regarding a request from a resident located northeast of the Essex-Windsor Regional Landfill at 8803 8th Concession Rd. 8th Concession Rd. 8, Essex, in the former Colchester North Township. The resident requested that the sale of their 50-acre farmland property be governed by the Property Value Protection Plan (PVPP). Due to the proximity to the landfill, Administration recommended that the Authority acquire the property. The property included an older residence, a barn, and several smaller outbuildings, and was deemed eligible under the PVPP as it fell within the boundaries outlined in the Compensation Policy for the landfill.

In February 2013, the Authority proceeded with the acquisition of the property. Subsequently, in August 2013, the Board approved Administration's request to demolish the residence. The decision to demolish the residence was based on a detailed assessment, which determined that the cost to complete the necessary repairs to bring the house to a standard suitable for rental was not feasible.

At that time, the barn and the smaller outbuildings were retained, with the intent to use them for the storage of landfill equipment when not in use.

Discussion

Since the acquisition, the farmland has been leased to a local farmer, which has generated ongoing rental income for the Authority. The barn has also been used for equipment storage. However, the structure was originally designed as a livestock barn for cattle, featuring low ceilings on the main floor and haylofts above. As a result, much of the floor space is unusable, and the barn is not well-suited for the storage of modern landfill equipment.

Over time, the barn has deteriorated and now requires significant structural repairs. Furthermore, there are increasing concerns related to safety and liability, as the building's condition has worsened and there have been recent incidents of break-ins at the site.

Given the above, in April 2025, Authority Administration solicited proposals from qualified consultants to conduct a condition assessment of the barn located at 8803 8th Concession Rd., Essex. GS Engineering Inc. (GSE) was awarded the project and subsequently carried out a visual inspection of the timber barn structure.

GSE's assessment was limited to the wood framing members and the building envelope that were visible from the ground level. Based on their findings, GSE estimated the total cost of required repairs to range between \$72,000 and \$100,000. GSE concluded that demolition of the existing timber barn structure would be more economical.

Given the barn's limited functionality, the high cost of required repairs compared to demolition, and ongoing safety and liability concerns, particularly following repeated break-ins, demolition of the existing timber barn structure is recommended. Administration suggests that the Authority proceed with demolition and explore alternative storage solutions or potential repurposing of the remaining outbuildings to meet operational needs.

Financial Implications

Administration solicited quotes for demolition of the barn structure from several contractors, the lowest being Jones Group Inc. at a cost of \$6,000 plus applicable taxes. The cost of demolition will be paid from the 2025 Realty Program operating budget.

Recommendation

That the Board **approve** the demolition and removal of the timber barn structure located at 8803 8th Concession Rd.

Submitted By

A handwritten signature in black ink, appearing to read 'Tom Marentette', written in a cursive style.

Tom Marentette, Manager of Waste Disposal



Essex-Windsor Solid Waste Authority Administrative Report

To: The Chair and Board of the Essex-Windsor Solid Waste Authority

From: Tom Marentette, Manager of Waste Disposal

Meeting Date: Tuesday, November 04, 2025

Subject: Equipment Fire at the Windsor Transfer Station

Purpose

The purpose of this report is to advise the Board of an equipment fire at the Windsor Transfer Station No. 1 (TS1) that resulted in significant damage to a backhoe. Further, as a result of the substantial damage, the Board is requested to approve the following:

1. Approve the purchase of a replacement unit should the insurer determine that the existing equipment cannot be repaired.
2. Delegate authority to the General Manager, in consultation with the Authority Chair and Vice-Chair, to proceed with the procurement of the replacement equipment in the absence of a Board meeting, to avoid operational delays.
3. Direct the General Manager to report back to the Board at a future meeting with the outcome of the insurer's assessment, the procurement process, and any related costs.

Background

The backhoe is used to clear blockages in the TS1 pits, clean up garbage around the TS1 building and at the Windsor Public Drop Off area at the Essex-Windsor Material Recovery Facility to maintain a clean and safe facility.

In February 2019, the Board approved the purchase of a rubber-tired backhoe. The current backhoe replaced a 10-year-old backhoe. The backhoe that burned

was due to be replaced in 2026. The Authority includes in its operational budget a replacement provision for this unit on a 7-year cycle.

Discussion

On Friday, October 3, 2025, the Manager of Waste Disposal was informed by City of Windsor (the City) staff that a fire had occurred in the 2019 Caterpillar Backhoe used at the Windsor TS1. It is unclear what caused the fire, however, the damage is extensive. Windsor Fire and Rescue Services were called, and City staff assisted in extinguishing the fire. There were no safety concerns for staff and no damage to the TS1 building.

The Authority's insurer was notified and is currently completing its investigation and will advise on a recommendation for repair or replacement of the unit. The insurer has advised on the limitations of coverage and advised the Authority to secure a rental unit to sustain its operations. The Authority has procured a rental backhoe for the interim.

Historically, the Authority has utilized the tender procurement process for the purchase of waste handling equipment. Due to the immediate need for this unit, depending on the timing of the final determination from the insurer on the status of the equipment and the lead time for the new equipment, the Authority may need to leverage the procurement group buying discount program, "Sourcewell", for the direct purchase of a new 2-wheel drive backhoe. All of the major equipment providers are represented in this program.

Maintenance and Repair Contracts or "MARC" Agreements, which include standard preventative maintenance, are considered "Specialized Service requirements" under this program and as such, the Authority is permitted to enter into a separate, standalone agreement with the supplier, apart from the equipment purchase Contract.

The Authority is also proposing to include a mid-range, 7-year or 8,400 hours (whichever comes first) standard preventative maintenance contract, which consists of routine inspections, oil and filter changes.

Financial Implications

The Draft 2026 Operational Plan and Budget has been amended to include the replacement of the backhoe in 2025, rather than in 2026 as originally scheduled. An estimated replacement cost of \$225,000 has been included in the budget, based on a sourced quotation. This cost will be partially offset by any applicable insurance proceeds, with the net cost of the new unit to be financed from the Equipment Replacement Reserve.

Recommendation

That the Board **approve** the purchase of a replacement unit should the insurer determine that the existing equipment cannot be repaired.

That the Board **delegate** authority to the General Manager, in consultation with the Authority Chair and Vice-Chair, to proceed with the procurement of the replacement equipment in the absence of a Board meeting, to avoid operational delays.

That the Board **direct** the General Manager to report back to the Board at a future meeting with the outcome of the insurer's assessment, the procurement process, and any related costs.

Submitted By



Tom Marentette, Manager of Waste Disposal



Essex-Windsor Solid Waste Authority Administrative Report

To: The Chair and Board of the Essex-Windsor Solid Waste Authority

From: Michelle Bishop, General Manager

Meeting Date: Tuesday, November 04, 2025

Subject: Non-Eligible Source Recycling Program Update

Purpose

The purpose of this Administrative Report (the "**Report**") is to recommend the approval for the continuation of the Non-Eligible Source Recycling Program in the County (the "**County NES Program**") and that Miller Waste Systems ("**Miller**") be awarded the contract for bi-weekly collection with a Year One cost not to exceed \$495,000 plus HST. Further the contract duration and the full terms and conditions of the contract are to be finalized prior to execution.

Background

As directed by the Ministry of the Environment, Conservation and Parks (the "**MECP**"), the Essex-Windsor Region transitioned the Blue Box program to an Extended Producer Responsibility Model (the "**EPR Model**") on August 28, 2024.

The transition to EPR did not include non-eligible sources such as municipal buildings, business improvement areas, not-for-profits, post-secondary institutions and other industrial, commercial and institutional ("**IC&I**") facilities, etc. that received collection services ahead of transition (collectively "**NES**").

To address this service gap, in April 2024, the Authority Board approved the recommendation to continue recycling collection to NES facilities located in the City of Windsor (the "**City**") and the County of Essex (the "**County**", and together with the City, the "**Region**"). As a result, the Authority's Administration, working with the City, developed a program to service NES facilities beyond the Region's transition date from August 28, 2024 to December 31, 2025 (the "**Regional NES Program**"). The Regional NES Program involved using the City's existing recycling

fleet and labour, as well as the Authority's Administration and staff to administer the Regional NES Program.

In an attempt to close the gap that was created by the move to the EPR Model and NES facilities being left out, over the past few years, the Authority, along with numerous municipalities across Ontario have strongly advocated to the MECP, the Resource Productivity and Recovery Authority, local Members of Parliament and Circular Materials ("**CM**") to reconsider their position regarding the inclusion of NES facilities as part of the EPR Model. However, CM has communicated that no changes will be considered, and it does not appear that there will be any reconsideration of CM's position in the near term.

On June 4, 2025, the MECP posted proposed amendments to the *Resource Recovery and Circular Economy Act, 2016*, in response to stakeholder requests for increased transparency and continued service to small businesses.

On June 26, 2025, the Authority received an email from Charles O'Hara, Director, Resource Recovery Policy Branch, MECP. The email stated that the Minister has directed Producer Responsibility Organizations ("**PRO**") to prioritize providing offers to municipalities that have provided Blue Box collection services to small IC&I establishments during the transition period (the "**MECP Directive**"). This correspondence was included in the July 10, 2025, agenda of the Authority's Board meeting.

At the Authority's Board meeting of September 10, 2025, Authority Administration presented CM's "Service Proposal" in response to the MECP Directive. The following areas of concern were identified that included the program commencement date of September 2026, eligibility criteria of being located on a curbside collection route with a maximum set out of one 95-gallon (360L) cart and an undisclosed program cost that included several components that would be included in the ultimate fee calculation.

On October 1, 2025, the Authority's General Manager received a letter from the Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks, that stated:

"Unfortunately, on September 19, 2025, PROs indicated that they would not be able to fulfill my initial direction. They identified operational, infrastructure, and financial challenges to providing small IC&I collection that would make it impractical and unaffordable for most municipalities and potentially disruptive for the residential collection run by PROs."

Discussion

At its meeting of September 17, 2025, County Council instructed County Administration to have the Authority negotiate a collection contract for the County NES Program. The information received from County Administration is that County Council has requested that any contract commence on January 1, 2026 and that the costs for same be included in the budget of the Essex-Windsor Solid Waste Authority for 2026.

In anticipation that the County would want to continue with a County NES Program after the Regional NES Program ended on December 31, 2025, Authority Administration pursued some potential viable options for a collection service provider for a County NES Program. Administration requested a meeting with Miller as they already contract with the Authority to service the Green Bin Program. It was thought that having Miller provide the County NES Program alongside the Green Bin Program would likely result in efficiencies. At the initial meeting with Miller, the Regional NES Program history, County NES customers, and other requirements were discussed. As well, the Authority requested pricing from Miller, should it be prepared to potentially provide a County NES Program. Using the current County NES address listing, Miller ultimately provided an estimated price of \$495,000 plus HST per year for a County NES Program that includes **bi-weekly** collection.

It is important to highlight that Miller has the demonstrated skills and the ability to perform the collection function of a County NES Program, as Miller is currently servicing the City's residential garbage and yard waste programs, and is now servicing the new Green Bin Program in both the City and the County. Additionally, Miller has confirmed that it has the necessary collection equipment in its current fleet inventory and would be able to commence collection for a County NES Program on January 1, 2026.

It is also important to note that going to Miller makes sense as they are willing to provide the County NES Program for what may be a relatively short period of time, but can also deliver the County NES Program for a longer term if needed. As such, they are well suited to handle the County NES Program while we wait and see what ultimately happens with regards to CM being obligated to address collection from NES facilities.

As a follow-up, on September 3, 2025, Authority Administration met with Miller, and, while Miller agreed that they are more than capable of providing a more efficient NES program after they revamp existing collection routes, they do not currently have the capacity to receive and process materials in this area, as they currently have no presence in Blue Box recycling in the Region. They did, however,

connect the Authority to an outlet for the processing of containers and/or Single-Stream materials in Sarnia's Bluewater Recycling Association ("**Bluewater**"). The receipt and processing of container materials in the Region is a challenge for all private waste companies that are not associated with CM, using Bluewater is a viable and reputable option.

Further, it was established that in order to reduce haul costs, the fibre stream in 2026 could be isolated for old corrugated cardboard ("**OCC**") materials only. Setting aside OCC could create a revenue stream to assist with the offset of the County NES Program costs. It is important to note that this change to the fibre stream will require some education, but it is not significant, as OCC is predominantly the material that is found in current NES fibre stream set-outs.

There are a number of additional operational items that Administration will need to work through prior to launching the County NES Program; however, at this time, no significant concerns have been identified.

Finally, of the approximate 1100 stops in the County about 200 currently receive weekly collection. Miller is not offering a weekly collection to continue as this would drive costs much higher for the County NES Program, pose more inefficiencies, and as it aligns with CM's proposal. This change will need to be communicated to NES customers in the County. But this will not be a change for the bulk of NES facilities.

If approved, to support this service level change for a portion of NES facilities in the County, Authority Administration will work to identify strategies to assist weekly NES customers with managing excess materials.

Financial Implications

The Draft 2026 Operational Plan and Budget includes an estimated cost of \$742,600 to administer and operate a County NES Program. Determining the full financial impact of receiving, hauling and processing NES material from the County will need to be finalized once contractors are identified and pricing is confirmed. Also included in this estimate are indirect costs that support the program, such as customer service support, communication, administration services, etc.

Through this review, it has been determined that the most significant cost of the County NES Program, will be Miller's cost to collect the material curbside. Again, Miller has provided an estimated price of \$495,000 plus HST per year for the **bi-weekly** collection from NES facilities in the County, and which estimate includes the delivery of these collected materials to the Authority's Windsor site. This cost will support a two-stream program where OCC will be separated from all other recyclable materials, such as the current Container stream and any other fibre

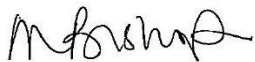
materials other than OCC. It also includes an unlimited number of carts set out, which supports the volume of materials set out regularly in the current program by NES customers.

With respect to the Procurement Policy allowing for a direct award is allowed and would be considered applicable under section 8.3 Additional Deliveries.

Recommendation

That the Board **approve** the continuation of a Non-Eligible Source Recycling Program in the County, commencing on January 1, 2026, and that Miller Waste Systems be awarded the contract for bi-weekly collection services at a Year One cost not to exceed \$495,000, plus HST, and with the contract duration, along with the full terms and conditions, being finalized prior to execution, and that the Chair and General Manager be authorized to execute the final contract.

Submitted By



Michelle Bishop, General Manager



Essex-Windsor Solid Waste Authority Administrative Report

To: The Chair and Board of the Essex-Windsor Solid Waste Authority

From: Michelle Bishop, General Manager
Steffan Brisebois, Manager of Finance & Administration

Meeting Date: Tuesday, November 04, 2025

Subject: 2026 Operational Plan and Budget Overview

Purpose

The purpose of this report is as follows:

1. **Recommend** that the Board **approve the 2026 expenditure budget** estimates as well as the budget estimates related to **non-municipal revenue** (e.g. Industrial, Commercial and Institutional (IC&I) tip fees, Other Revenue, etc.).
2. **Recommend** that for 2026, the Board approve a **2.1% increase** to the 2025 base amount budgeted to be assessed to Windsor and the 7 County municipalities. This increase equates to **\$326,390** and would be comprised of two components:
 - (a) A \$0.00 increase in the per-tonne fee assessed on refuse delivered for disposal from the 2025 rate of \$43.00 to the 2026 rate of \$43.00 - **\$0**
 - (b) An increase in the fixed amount assessed to municipalities based on population – **\$326,390**

In addition, as a result of the launch of the Green Bin program, the municipal tonnages are projected to decrease from 109,900 tonnes in 2025 to 99,260 tonnes in 2026. The decrease is estimated to be 10,640 tonnes with a year-over-year decrease of **(\$457,520)** in the municipal tipping fees at the 2026 rate of \$43.00 per tonne.

As a result of the above, the actual overall increase in the municipal assessment for costs not related to the Green Bin Program is **(0.84%)**.

3. **Recommend** that for 2026, the Board approve the Green Bin Program funding model for the City of Windsor and County of Essex at full cost recovery for the Program. This cost equates to **\$19,878,000** and would be comprised of two components:
 - (a) A \$135.00 per-tonne fee assessed on green bin material delivered for processing totaling \$1,807,000.
 - (b) A fixed cost assessed based on the number of households receiving collection per household totaling \$18,071,000.

Background

EWSWA Budget Approval Process

The annual EWSWA budget process begins in August with Administration meeting regularly as defined in the annual budget schedule to plan and prepare estimates.

The Budget is presented to the EWSWA Board for consideration annually at the regularly scheduled November Board meeting. Once the EWSWA Board has approved the Budget, section 5(d) of the 1994 Agreement between the City of Windsor and County of Essex that created the Essex-Windsor Solid Waste Authority states: "The Authority shall report to a regularly scheduled meeting of each of the City and County Councils by the end of each year...and shall submit an operational plan and budget as referred to herein and shall ask for approval from each of the City and County Councils."

Technical Staff Committee Review

The Technical Staff Committee (TSC) comprises of Authority, City of Windsor and County of Essex operations, finance and administration staff. The TSC meets to review, discuss and scrutinize the proposed budget and supporting documents. Only after the TSC agrees that the proposed expenditures and revenues are reasonable/appropriate is it placed on the EWSWA Board agenda, where it can be deliberated by the Board.

On October 9, 2025, the TSC agreed and accepted Authority's Administration's proposed 2026 operational plan and budget and moved that the budget be placed on the EWSWA Board agenda for Board members' consideration.

2026 Budget; Balanced Budget Objective by 2027 and 15-Year Forecast

The Authority Administration formed the 2026 budget using the recommendations brought forth in February 2018 by the CAOs of the City of Windsor and the County of Essex to the EWSWA Board, which recommended:

THAT the Board acknowledges the built-in budget pressures due to increasing debenture payments and other non-discretionary costs and commits to working towards a sustainable, balanced budget over the next ten years while maintaining appropriate reserve funds and avoiding significant spikes in tipping fees.

With 2018 being Year 1 of the 10-year period, this means that the objective is to attain a balanced budget by the time of the preparation of the 2027 budget.

The same recommendation was presented both to County Council in February 2018 and Windsor Council in March 2018 as part of their consideration and approval of the Authority's 2018 budget.

Also, as part of the annual budget preparation process, a 15-year forecast is prepared. A copy of the forecast is attached to this report. This forecast shows that in order to have a balanced budget by 2027 and replenish the Rate Stabilization Reserve, the amount assessed annually by the Authority to the City of Windsor and the 7 County municipalities will need to increase by greater than 4.1% for each year including 2027 with a reduced increase being projected for 2028 as the budget is being projected as being balanced for that year.

The outcome of these annual increases of 4.1% for each year is that the EWSWA budget will be balanced without the requirement for a contribution from the Rate Stabilization Reserve.

Prior and projected increases:

2017	0%
2018	2.0% (Year 1 of the Balanced Budget Objective)
2019-2024	4.1% (Year 2-7 of the Balanced Budget Objective)
2025	3.4% (Year 8 of the Balanced Budget Objective)
2026	(.08%) (Year 9 of the Balanced Budget Objective)
2027	4.1% (Year 10 of the Balanced Budget Objective)
2028	3.75% (2028 being Year 10 of the Balanced Budget Objective)

The 2018 recommendations adopted assumed that existing service levels would be maintained and did not contemplate significant service enhancements. Therefore,

any additional costs to be incurred as a result of the implementation of the Regional Food and Organic Waste Management Program would require additional funding.

Due to the statement above, the 15-year forecast does not include the additional costs included in the 2026 budget associated with the launch of the Green Bin Program. The rationale being to present to the Board the financial position of the Authority based on the recommendations above.

As documented in the 15-year forecast table, due to the reduction in traditional municipal waste tipping fees as a result of the launch of the Green Bin Program and lower than budgeted tipping fees from non-municipal sources, the goal of achieving a balanced budget in 2027 is not achievable without a further increase in fees assessed to the municipalities.

Discussion

The 2026 budget estimates have been prepared by analyzing current expenditures and projecting costs for the upcoming year. The Authority uses a zero-based budgeting approach.

Further, budget estimates assume that current service levels are appropriate and will be maintained going forward. Included in the budget summary are the new Green Bin program expenditures and the cost recovery revenue amount from the City of Windsor and County of Essex.

Budget Summary (Excluding Perpetual Care for Landfills #2 & #3)

Based on a 2.1% increase for 2026 in amounts assessed to municipalities.

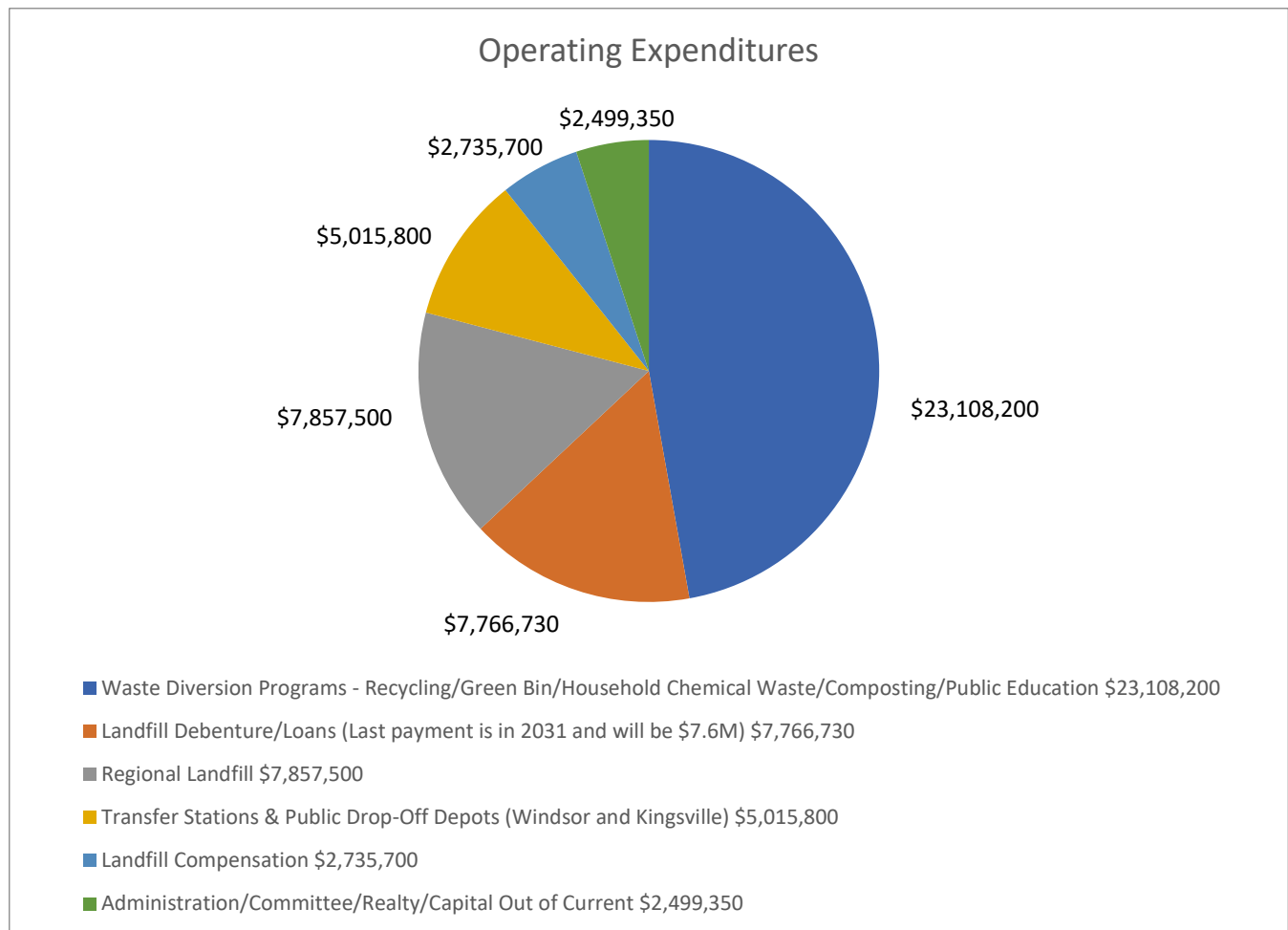
	2025 Budget	2025 Projection	2026 Budget	2026 vs 2025
<u>EXPENDITURES</u>				
Operating Expenditures	\$37,141,520	\$34,524,550	\$48,956,780	
Capital out of Current	\$4,500	\$41,950	\$26,500	
Total Expenditures	\$37,146,020	\$34,566,500	\$48,983,280	
<u>REVENUE - Non-Municipal</u>				
IC&I Tip Fees; Other	(\$17,530,925)	(\$13,495,125)	(\$13,152,320)	
Amount Required from Municipalities	\$19,615,095	\$21,071,375	\$35,830,960	

	2025 Budget	2025 Projection	2026 Budget	2026 vs 2025
REVENUE - From Municipalities				
Fixed Cost Allocation	(\$10,793,470)	(\$10,793,470)	(\$11,119,860)	
Total Waste Mgt Fee - 2025 - 109,900 Tonnes as Base:				
(2025 – 109,900 @ \$43) (2026 – 109,900 @ \$43)	(\$4,725,700)	(\$4,889,300)	(\$4,725,700)	
Sub-Total - Revenue from Municipalities	(\$15,519,170)	(\$15,682,770)	(\$15,845,560)	2.1%
Decrease in Municipal Tonnes 2025 vs 2026:				
(2025 – 109,900) (2026 – 99,260) = (10,640) Tonnes @ \$43	\$0	\$0	\$457,520	(2.9%)
Green Bin Program Cost Recovery	(\$3,743,400)	(\$3,623,110)	(\$19,878,000)	NEW
Total Revenue from Municipalities	(\$19,262,570)	(\$19,305,880)	(\$35,266,040)	
(Deficit)	(\$352,525)	(\$1,765,495)	(\$564,920)	

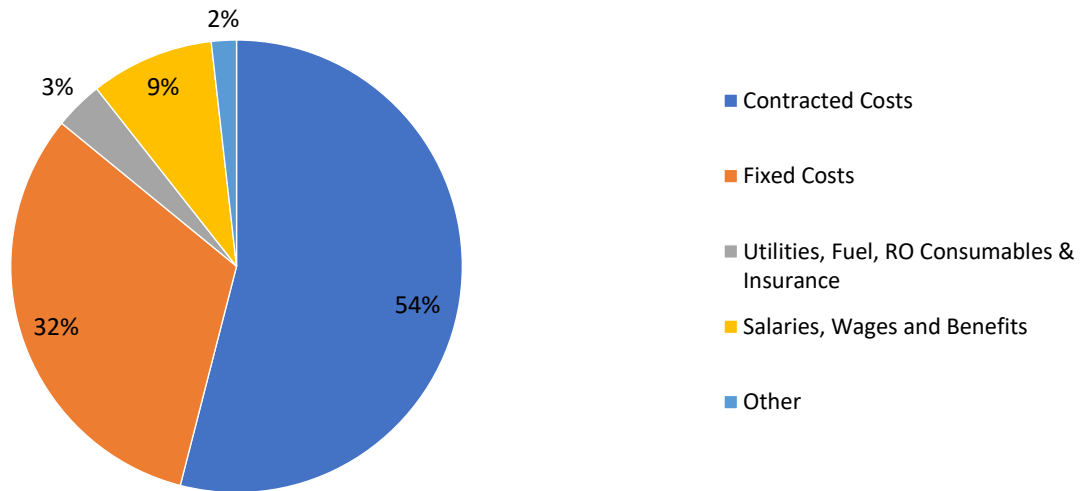
Rate Stabilization Reserve

	2025 Budget	2025 Projection	2026 Budget
Rate Stabilization Reserve - Beginning of Year	\$9,295,605	\$10,158,990	\$8,663,495
Interest Earned	\$300,000	\$270,000	\$229,500
Draw From Reserve – Surplus/(Deficit) from above	(\$352,525)	(\$1,765,495)	(\$564,920)
Draw From Reserve - Re. Capital & Consulting Expenditures	\$0	\$0	(\$50,000)
Rate Stabilization Reserve - End of Year	\$9,243,080	\$8,663,495	\$8,278,075

2026 Budget Summary by Program

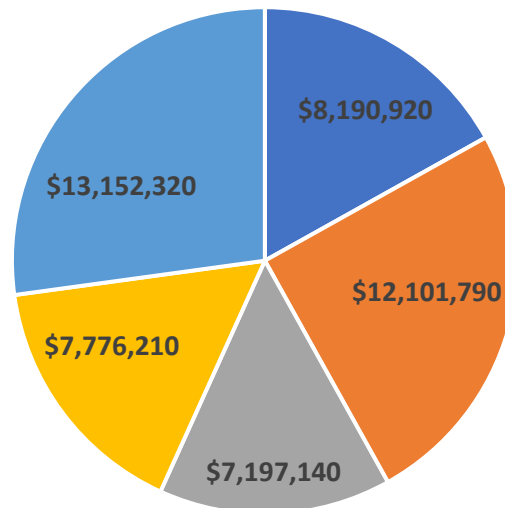


2026 Expenditures Composition



2026 Budget Revenue by Source

Operating Revenues



- City of Windsor - Tip Fees & Fixed Cost Assessment
- City of Windsor - Green Bin Recovery
- 7 County Municipalities - Tip Fees and Fixed Cost Assessment
- County of Essex - Green Bin Recovery
- All Other Revenue (Landfill Tipping Fees; Other)

Breakdown of the Municipal Assessment Between Windsor and Essex County Municipalities – Excluding the Green Bin Program

	2025 Budget	2026 Budget	Difference	
WINDSOR (Population 229,660)				
Fixed Cost Allocation-Based on Census Population	\$5,865,270	\$6,042,640		
2025 Tipping Fee @ \$43 - 57,200 Tonnes	\$2,459,600	\$2,459,600		
Sub-Total	\$8,324,870	\$8,502,240	(\$177,370)	2.1%
Change in Municipal Tonnes 2026 vs 2025: (2026 - 49,960) (2025 - 57,200) = (7,240) @ \$43		(\$311,320)	\$311,320	-3.7%
Total Windsor	\$8,324,870	\$8,190,920	(\$133,950)	-1.6%
COUNTY (Population 192,970)				
Fixed Cost Allocation-Based on Census Population	\$4,928,200	\$5,077,240		
2025 Tipping Fee @ \$43 - 52,700 Tonnes	\$2,266,100	\$2,266,100		
Sub-Total	\$7,194,300	\$7,343,340	(\$149,040)	2.1%
Change in Municipal Tonnes 2026 vs 2025: (2026 - 49,300) (2025 - 52,700) = (3,400) @ \$43		(\$146,200)	\$146,200	-2.0%
Total County Municipalities	\$7,194,300	\$7,197,140	\$2,840	0.0%
TOTAL MUNICIPAL ASSESSMENT	\$15,519,170	\$15,388,060	(\$131,110)	-0.8%

Breakdown of the Municipal Assessment Between Windsor and The County of Essex –Green Bin Program

The following table provides a breakdown of the amounts to be assessed to the County of Essex and the City of Windsor based on the 2026 budgeted costs. The budget document considers the request made by the County of Essex to assess the cost of the Green Bin program to the County of Essex instead of directly to the 7 local municipalities. The assessment consists of 3 separate costs:

1. Processing Costs - The cost to process each tonne of material, invoiced to the City and County based on the actual tonnage of material collected and delivered for processing.
2. Cart Allocation - The re-payment cost for the purchase and delivery of the Green Bin Program cart and kitchen catcher. This cost is allocated based on the number of carts distributed.
3. Program Allocation – The Program Allocation represents the remaining program costs, which cover expenses related to material collection, contract

supervision, customer service, and the capital and operating costs associated with operating the transfer station for consolidating and transferring materials. These costs are aligned with the collection contract language and are calculated based on the number of households receiving service. The total program allocation consists of \$13,811,600 in collection costs and \$2,205,460 in other program-related expenses, as detailed in the accompanying budget document.

	Processing Cost	Cart Allocation	Program Allocation	2026 Budget
City of Windsor				
Processing - 8,212 tonnes	\$1,135,200			\$1,135,200
Cart and Program Cost		\$1,257,740	\$9,708,850	\$10,966,590
City - Green Bin Total				\$12,101,790
County of Essex				
Processing - 4,845 tonnes	\$671,800			\$671,800
Cart and Program Cost		\$796,260	\$6,308,150	\$7,104,410
County - Green Bin Total				\$7,776,210
Total Program	\$1,807,000	\$2,054,000	\$16,017,000	\$19,878,000

Note: City Program Allocation equals \$8,563,192 for collection and \$1,145,694 for other program costs. County Program Allocation equals \$5,248,408 for collection and \$1,059,766 for other program costs. The variance in collection cost is due to the 3 remaining Phase 2 municipalities not commencing the program until November 2026.

2025 Budgeted Deficit vs. 2025 Projected Deficit – (\$1,412,970) Unfavourable

The (\$1,412,970) unfavourable variance between the 2025 budgeted deficit of (\$352,525) and the 2025 projected deficit of (\$1,765,495) is attributed to:

Revenue summary of changes:

Revenue	PDO - Residential recycling depot subsidy from CM	\$169,800
Revenue	Municipal Tipping Fees – Increase in landfilled material	\$163,600
Revenue	Various Programs - Net decrease in revenues	(\$82,390)
Revenue	Reduction in the contribution from the Waste Reduction Reserve - P&E	(\$571,080)
Revenue	IC&I Tipping Fees - Decrease in landfilled material	(\$3,672,420)
Variance	Revenues Budget vs Projection - Unfavourable	(\$3,992,490)

Expenditure summary of changes:

Expenditures	Admin - Insurance decrease due to changes in risk profiles	\$124,400
Expenditures	Green Bin - Decrease in P&E cart kits and promotional material	\$162,120
Expenditures	Regional Landfill - Hauling and treatment decrease in tonnes	\$272,800
Expenditures	Regional Landfill - Diesel Fuel - Litre price less than budget	\$70,000
Expenditures	Regional Landfill - Heavy Equipment R&M increase due to major repairs	(\$192,500)
Expenditures	Regional Landfill - Reduction in the contribution to the Regional Landfill Reserve due to reduced vines & growing media	\$1,300,000
Expenditures	Regional Landfill Other - Reduction in host compensation due to reduced landfillable tonnages	\$655,700
Revenue	Various Programs - Net decrease in expenditures	\$187,000
Variance	Expenditure Budget vs Projection - Favourable	\$2,579,520

Variance	Budget vs Projection - Unfavourable	(\$1,412,970)
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2025 Budgeted Deficit (\$352,525) vs. 2026 Budgeted Deficit (\$564,920) – (\$212,395) Unfavourable Variance

Revenue summary of changes:

Revenue	Green Bin - City of Windsor Cart, Program and Processing Reimbursement	\$9,738,240
Revenue	Green Bin - County of Essex Cart, Program and Processing Reimbursement	\$6,396,360
Revenue	Municipal Tipping Fees & Fixed Cost Allocation	(\$131,110)
Revenue	IC&I Tipping Fees - Decrease in landfilled material	(\$3,025,100)
Revenue	Reduction in the contribution from the Waste Reduction Reserve - P&E	(\$635,000)
Revenue	Reduction in the contribution from the Regional Landfill Reserve - Leachate Management	(\$608,000)
Revenue	Container MRF Rental & Additional Rent - No agreement in 2026	(\$293,500)
Revenue	Various Programs - Net increase in revenues	\$182,975
Variance	Revenues 2025 Budget vs 2026 Budget - Favourable	\$11,624,865

Expenditure summary of changes:

Expenditures	Admin - Insurance decrease due to changes in risk profiles	\$124,000
Expenditures	Recycling - Decrease due to the City of Windsor no longer operating the non-eligible source (NES) recycling program	\$1,315,000
Expenditures	Regional Landfill - Reduction in the contribution to the Regional Landfill Reserve due to reduced vines & growing media	\$1,300,000
Expenditures	Regional Landfill Other- Reduction in host compensation due to reduced landfillable tonnages	\$699,100
Expenditures	Regional Landfill – Reverse Osmosis (RO) and Frac Tank Rental - Reduction in the monthly rental rate	\$608,000
Expenditures	Regional Landfill - Leachate Hauling and Treatment - Reduced tonnages	\$483,600
Expenditures	Green Bin - P&E for Phase 2 municipalities	\$300,800
Expenditures	Recycling - NES processing fees	\$67,000
Expenditures	Green Bin - City of Windsor Collection - Full Calendar Year	(\$6,895,680)
Expenditures	Green Bin - County of Essex Collection - Full Calendar Year	(\$4,199,170)
Expenditures	Green Bin - Cart (5 years), SSO Transfer Station (20 years) & Equipment Replacement Reserve payment - Full Calendar Year	(\$2,105,490)
Expenditures	Green Bin - Processing - Full Calendar Year	(\$1,975,360)
Expenditures	Green Bin - Wages & Benefits - Full Calendar Year	(\$318,700)
Expenditures	Regional Landfill - RO consumables and repairs	(\$364,000)
Expenditures	Green Bin - Cart Warranty - Full Calendar Year	(\$270,700)
Expenditures	Regional Landfill Other- Increased contribution relating to the Sunlife Debenture	(\$206,170)
Expenditures	Various Programs - Increase in expenditures	(\$399,490)
Variance	Expenditures 2025 Budget vs 2026 Budget - Favourable	(\$11,837,260)

Variance	2025 Budget vs 2026 Budget - Unfavourable	(\$212,395)
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Landfilled Tonnes

The breakdown of budgeted landfilled tonnes is as follows:

2025 Budget	2026 Budget	
109,900	99,260	Delivered by Municipalities

2025 Budget	2026 Budget	
8,900	8,600	Delivered by Homeowners and Recycling Residual
153,130	99,060	Delivered by IC&I (including Greenhouse waste and vines)
<u>20,000</u>	<u>20,000</u>	Delivered by Other Customers - Contaminated Soil
<u>291,930</u>	<u>226,920</u>	Total Budgeted Landfilled Tonnes

Risks Associated with Revenue Included in the 2026 Budget Figures

Budget estimates are calculated using the best information available at the time and there is an inherent risk that must be recognized.

Expenditures

Program Expenditures - The cost of insurance premiums, as well as cost increases related to contracts for services that are tied to inflation and fuel prices, continue to be a risk for the Authority.

Regional Landfill Long-Term Leachate Management – Ongoing updates have been provided to the Board, most recently, the Board approved proceeding with the permeate Polishing Pilot Study and a Concentrate Management Plan. For 6 months, the Authority will collect and analyze permeate samples. The Board also directed Administration to report back with a procurement strategy for the development of a long-term leachate management facility. The current rental RO Pilot Plant will be required for an extended period to allow for proper validation of the treatment process, formal approval from the MECP and commissioning of the new permanent RO system. Authority Administration has been actively working on rate reductions with the RO vendor. The budget includes a significant decrease in the monthly rental cost with an increase in repair and maintenance costs that provide an overall benefit to the Authority based on ongoing negotiations with our provider.

The budget also includes estimated consulting costs to continue the polishing study testing and permitting with the MECP. A procurement strategy for a permanent RO Facility will be finalized and presented to the Board at the December meeting. The budget includes funding from the Regional Landfill Reserve to fund the pilot project. If the rate reductions do not come to fruition, alternate funding solutions will need to be brought forward to the Board.

Revenue

The 2026 budget includes the following estimated revenue (net of host compensation) that may or may not be realized:

Description	Tonnes	Net Revenue
Large Volume Waste Hauler	44,000	\$2,021,800
Contaminated Soil	20,000	\$869,000
Episodic Waste	1,700	\$101,500
Total	65,700	\$2,992,300

The estimates listed above are based on historical volumes of waste received and have therefore been included in the 2026 draft budget and have also been included as part of the 15-year forecast.

Large Volume Waste Hauler

The Authority currently has one customer that delivers a significant amount of waste to the Regional Landfill for disposal. This customer signed a put-or-pay contract in 2025, and the contract is set to expire in 2026 however, in 2025, this hauler delivered more waste than their minimum annual put-or-pay contract. A waste tonnage estimate was included in 2026 to reflect the customer's actual historical waste trends rather than using the minimum annual tonnage per their contract.

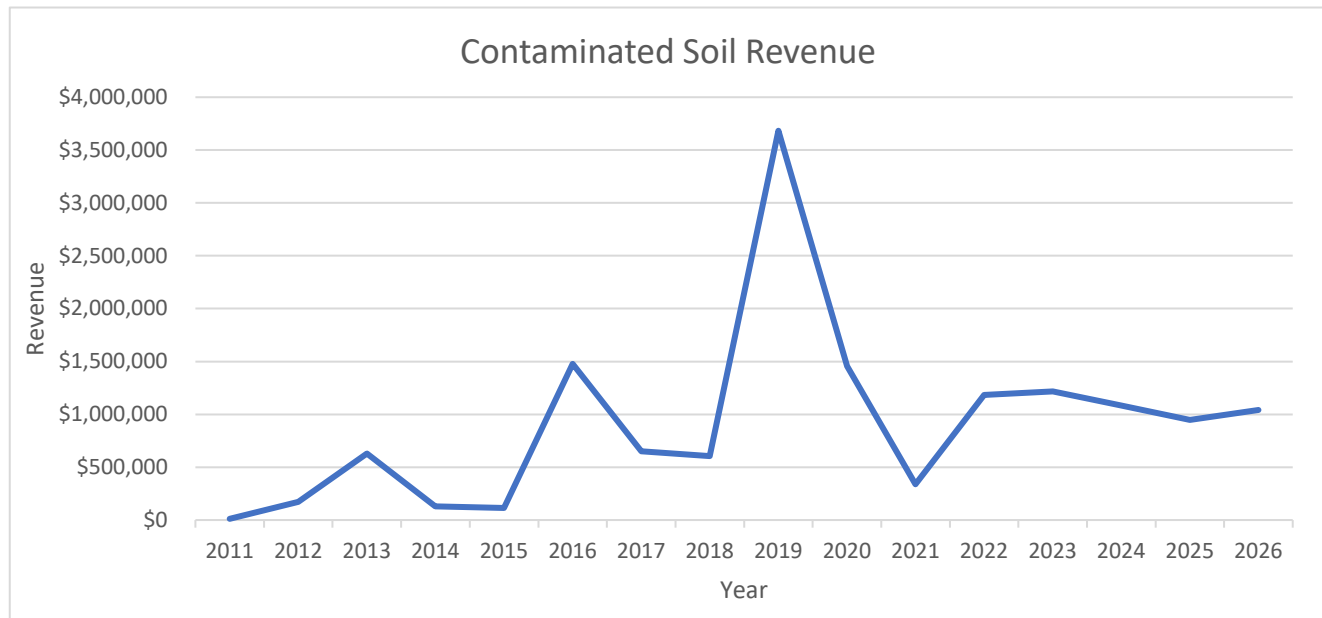
Two other customer contracts expire on December 31, 2025. Historically these customers have signed an annual put-or-pay contract therefore, Administration has included their historical put-or-pay tonnage in the 2026 budget. At the time of the 2026 budget presentation, these two customers have not formally signed a new agreement.

Contaminated Soil

Please consider the information below and the supplemental information provided in Agenda Item 8A.

The Authority Board approved the receipt of contaminated soil material in 2011. Tipping fees for the material remained at \$30/MT from 2011-2018. Beginning in 2019, the fee was adjusted annually and currently sits at \$50/MT. The 2026 budget includes an estimate of 20,000MT at \$55/MT with the change in gate rate coming into effect January 1, 2026.

As demonstrated in the following chart, contaminated soil tonnages fluctuate significantly year over year. Therefore, the tonnage figure included annually for this episodic material is 20,000MT.



Episodic Waste

This term is used to describe the receipt of waste from customers who are not regular customers of the Authority but who deliver some irregular amounts of refuse for disposal. It is always difficult to project whether this source of waste will be realized in any particular year.

Greenhouse Vines and Growing Medium

Effective September 1, 2024, the tipping fee for the disposal of greenhouse vines and growing media was made equal to the Regional Landfill Gate Rate. The increase in revenue attributable to the increase in the vine rate was used to fund the Regional Landfill Reserve, which ultimately will be used to fund current and long-term leachate management at the Regional Landfill. The contributions to the Regional Landfill Reserve commenced September 1, 2024, and are a function of the amount of material received for disposal. Due to operational and leachate management challenges resulting from the delivery of the material and increasing volumes, the increase in the tipping fee was also deemed to be a potential deterrent for greenhouse operators.

As a result of this increase in tipping fee rates, the Authority has experienced a significant decrease in the amount of material received for disposal since September 1, 2024. Administration has included a reduction in tonnages in the 2026 budget, however, if material continues to be delivered to alternate disposal sites, a further unfavourable variance may be observed.

Non-Eligible Source (NES) Recycling Costs – County Collection

The 2026 budget includes estimates received from the contractor for the cost to operate the Non-Eligible Source recycling program in the County municipalities only. The program collection is provided on a full cost recovery basis. As this is a new program, the estimates provided may vary from the actual program costs. The City will manage a standalone program moving forward.

New Programs or Enhancements in the 2025 Budget

The 2025 Operational Plan and Budget included the new Green Bin Program, which launched the week of October 21, 2025. Program costs are recovered from the City of Windsor and the County of Essex by prorating the total operating expenditures over the estimated number of households receiving service. Any one-time program launch costs (such as promotion and education) were drawn from the Waste Reduction Reserve. Additionally, some costs have been deferred until all municipalities are participating in the program. The 2026 budget document includes the additional program costs for the Phase 2 municipalities, being Amherstburg, Kingsville and Leamington. The Phase 2 municipalities program will commence in November 2026.

Proposed Staffing Enhancements and Reductions in the 2026 Budget

There are no staffing enhancements included in the 2026 Budget.

2026 Capital Budget

The summary below includes significant 2026 capital purchases and the means by which they will be funded.

It is critical to note that a significant portion of the 2025 and 2026 capital purchases include funding by loans from existing Authority reserves and repaid over a specific period of time. While the Authority continues to maintain a significant amount of funds in reserve, the outstanding unfinanced capital significantly reduces the actual cash available to draw from if additional funding from reserves is considered.

PROGRAM	CAPITAL ITEMS	2025 BUDGET
Green Bin Program	Source Separated Organics (SSO) Regional Landfill (Essex) Transfer Station Description: Included in the 2026 budget is the cost to begin the engineering phase of the Essex SSO transfer station. A loan from the Equipment Replacement Reserve (ERR) will be used to fund the cost. Repayment of the loan will commence once the facility is constructed.	\$200,000
Green Bin Program	Green Bins – Phase 2 Description: Included in the 2026 budget is the cost to purchase the green bins for the (3) County municipalities as part of the Phase 2 fall 2026 curbside Green Bin collection program. A loan from the ERR and Regional Landfill Debt Retirement Reserve will be used to fund the initial purchase, with	\$2,263,650

PROGRAM	CAPITAL ITEMS	2025 BUDGET
	repayments being made by the County of Essex over a five-year period.	
Regional Landfill – Operating	Computer hardware, pickup truck, aerator motor, pump, methane detection at the maintenance building and asphalt paving Description: The capital purchases are used in the operations of the Regional Landfill. The capital purchases will be funded from the ERR.	\$290,000
Regional Landfill – Operating	Compactor Description: The 2026 budget includes the cost to purchase an additional landfill compactor. The compactor has a useful life of five (5) years as it operates on top of the Regional Landfill waste face. The capital purchase will be funded from the ERR.	\$1,000,000
Transfer Station #1	Paving and Concrete Rebuild Description: The capital purchase is for paving and concrete repairs in and around the Transfer Station #1 building. A contribution from the ERR will fund the purchase of the paving and concrete rebuild.	\$110,000
Transfer Station #2	Asphalt	\$50,000

PROGRAM	CAPITAL ITEMS	2025 BUDGET
	Description: The capital purchase is for asphalt work which includes repairs and repaving in and around the Transfer Station #2 site. A contribution from the ERR will fund the purchase of the paving around the TS#2 site.	
Regional Landfill Other	Gas Collection Wellfield Installation Description: The capital purchase is for the engineering, material and construction cost to expand the landfill gas collection wellfield which is required per Ontario Regulation 347. A contribution from the Regional Landfill Reserve will fund the purchase of the gas wellfield installation.	\$964,000

Recommendations

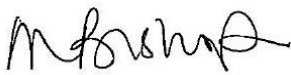
1. Approve the 2026 **Expenditure and Revenue budget estimate figures** excluding the municipal Total Waste Management Fee (Tip Fee) and the municipal Fixed Cost Assessment.
2. Maintain the **Total Waste Management Fee** at \$43.00/tonne. This is the fee assessed to municipalities for each tonne of refuse delivered for disposal.
3. Increase the **Fixed Cost Assessment** to Windsor and the 7 County municipalities based on the following chart. Fixed costs are assessed based on population.

	2021 Census Population	2026 Amount	2025 Amount	Difference
WINDSOR	229,660	\$6,042,620	\$5,865,270	\$177,350
AMHERSTBURG	23,524	\$618,940	600,780	\$18,160
ESSEX	21,216	\$558,220	541,830	\$16,390
KINGSVILLE	22,119	\$581,980	564,890	\$17,090
LAKE SHORE	40,410	\$1,063,220	1,032,010	\$31,210
LASALLE	32,721	\$860,930	835,660	\$25,270
LEAMINGTON	29,680	\$780,900	757,980	\$22,920
TECUMSEH	23,300	\$613,050	595,050	\$18,000
TOTAL	422,630	\$11,119,860	\$10,793,470	\$326,390

4. Approve the **Fee Schedule**, as attached to this report, exclusive of the municipal Total Waste Management Fee but inclusive of the per tonne rate increases outlined in the **Fee Schedule** for 2026.
5. Approve the Green Bin Program funding model for the City of Windsor and County of Essex at full cost recovery for the Program.

6. Approve the County of Essex Non-Eligible Source Recycling Program at a full cost recovery for the Program funded solely by the County of Essex Municipalities.
7. That any resultant (deficit)/surplus from 2025 operations be contributed to or funded by the Rate Stabilization Reserve.
8. That any resultant (deficit)/surplus for 2026 be contributed to or funded by the Rate Stabilization Reserve.

Submitted By



Michelle Bishop, General Manager



Steffan Brisebois, Manager of Finance & Administration

Attachments

- Appendix Re. Options Regarding Revenue Generation
- 15 Year Forecast
- 2026 Fee Schedule
- 2026 Budget Document (Separate attachment to agenda package)

Appendix

Options Regarding Revenue Generation and/or Expenditure Reductions

Revenue Increases Included in the Draft 2026 Operational Plan and Budget

The projection and variance tables included in the report provide a summary of revenue reductions and increases included in the report.

Additional options for increasing revenue include the following:

A. Increase the Charity and Industrial, Commercial and Institutional (IC&I) Tipping Fees an Additional \$1 - Potential Revenue - \$95,000

The budget document includes a \$3 per tonne increase to all tipping fees from Industrial, Commercial and Institutional (IC&I) customers. Further, the document includes an increase in the flat fee for disposal (for small loads delivered) from \$10.50 to \$13.00 per load and a \$5 per tonne increase for contaminated soil. An additional \$1 per tonne could generate \$95,000 in revenue. The potential increase in revenue is based on estimated tonnages and assumes that all customers will continue to dispose of material at Authority locations.

Consequences – Options to further increase non-municipal revenue sources are limited. Opportunities to increase the amount of IC&I waste received for disposal are limited due to options available to waste haulers, more specifically, lower tipping fees in Michigan and a private landfill site in Chatham-Kent. The Authority could consider further increases to the IC&I tipping fees but risks customers finding alternate disposal sites.

B. Increase the Residential Minimum Flat Fee from \$8/trip to \$9/trip - Potential Revenue - \$40,000

Currently, residents pay a \$7 flat fee for the first 4 loads of refuse under 100kg that they deliver to Authority public drop off locations, a \$2.00 per load increase from 2024. The budget document includes a \$1 per trip increase for 2026. Additionally, the budget includes an increase in the tipping fee for loads over 100 kg or after the 4 loads have been exhausted, which includes a increase in the minimum fee from \$10.50 to \$12.50 per load for loads under 100 kg and an increase from \$105.00 to \$120.00 per tonne for loads over 100kg. Based on prior

year actuals it is estimated that residents make approximately 40,000 “flat fee” trips to Authority Public Drop-Off Depots. Therefore, a \$1 increase would generate approximately \$40,000 in additional revenue.

Consequences – Residents of Essex-Windsor will see an increase based on increases currently included in the budget document. A negative consequence from a fee increase could be illegal dumping, which could cost Windsor and the 7 County municipalities more in clean-up costs that would be earned by the Authority by increasing the fee.

Expenditure Reductions

With most Authority costs being either non-discretionary in nature or mandated by Provincial regulation, there is little opportunity for expenditure reductions outside of service level reductions.

As demonstrated throughout the document and in the summary tables provided, Administration has taken a zero-based budgeting approach and carefully analyzed all programs to present a budget that maintains service levels and reduces expenditures, if feasible.

That being said, the following options have been presented to the Board in the past for consideration. During previous budget deliberations, the Authority Board considered but did not implement any of the following options. Many of the items identified relate to Promotion and Education activities. With the launch of the new Green Bin Program, these activities are crucial to the success of the program, and therefore, a reduction is not recommended.

A. Reduction of Promotional and Educational Budget Items

- Eliminate the Print Version of Enviro-Tips Newsletter
- Reduce Promotional Material
- Eliminate the Printing of Municipal Recycling, Garbage & Yard Waste Calendars

B. Windsor Public Drop-Off Depot and Kingsville Public Drop-Off Depot – Reduction in Site Hours – Potential Savings Not Quantifiable

It is uncertain if savings would be realized since tipping fee revenue may or may not be lost in its entirety.

These depots serve homeowners/residents and small businesses that deliver waste as well as non-waste materials such as recyclables, metal, tires, electronics,

leaves, grass and other organic yard waste. Fees are assessed for refuse while items of a recyclable or reusable nature are accepted at no charge.

The Windsor facility is open Monday – Saturday with reduced Saturday hours during winter. The Kingsville facility is open Monday – Friday with reduced Saturday hours all year.

Consequences – If the facility is closed, the customer may or may not attend the next day. Customers who find the facility closed may not return next time. They may start frequenting a private waste facility. Alternatively, material may be left at the gate or disposed of illegally.

C. Regional Landfill, Windsor Transfer Station, Kingsville Transfer Station – Reduction in Site Hours – Potential Net Expenditure Reduction – Unable to quantify until the five items under the ‘consequences’ section below are examined

These facilities are open Monday – Friday with reduced Saturday hours. The facilities must be open in order to coincide with the delivery of residential waste from Windsor and the 7 County municipalities as well as from industrial/commercial customers.

Consequences - While a potential exists for possible cost savings by reducing operational hours, any reduction in service levels would require the following considerations:

1. Review/renegotiate existing private sector service contracts
2. Implement contractual changes to the existing CUPE contract
3. Review/modify existing municipal waste collection contracts
4. Address the potential for lost revenues
5. Address the potential for an increase in illegal dumping

D. Board Member Conferences - Potential Expenditure Reduction \$5,000

Included in the budget for committee expenditures is \$5,000 for Authority Board members to attend Conferences in order to keep abreast of developments in the 4Rs (Reduce/Reuse/Recycle/Recovery) and landfilling.

Consequences – An individual’s knowledge base may not be enhanced.

E. Green Bin Cart Reimbursement - Potential Expenditure Deferral

Included in the budget for the Green Bin Program is the reimbursement by the City and the County for the cost of the bin delivered to each participating

household. The cost of the bins was funded through unfinanced capital, with the funds loaned from the Equipment Replacement Reserve and the Regional Landfill Debt Retirement Reserve. The reserves are scheduled to be repaid over 5 years beginning in 2026. A deferral of payments for the first quarter of 2026 until April 1, 2026, represents \$513,500.

Consequences – This would simply be a deferral of costs, not a cost reduction. A significant amount of funds have been loaned from the existing reserves to fund unfinanced capital projects in 2025, including the cost of the construction of Cell 5 North, the purchase of the bulldozer at the Regional Landfill, the retrofit of the transfer station for the Green Bin Program, and the purchase of the green bin carts in both 2025 and scheduled for 2026. These projects are in addition to existing capital funded from reserves in previous years. This has presented the Authority with a cash-flow concern. The deferral of payments to Authority reserves presents a risk that the reserve funds may not be available for their intended use.

F. Recycling Program Container MRF Loan – Potential One-time Expenditure Reduction \$186,500

Between 2006 and 2008, \$3,729,629 was loaned from the Regional Landfill Debt Retirement Reserve to fund the construction of the Recycling Container MRF Building. The reserve would be repaid over a twenty-year period beginning in 2008 at \$186,500 per year plus interest. Two payments are remaining on the loan, with the 2026 payment included in the budget document at \$186,500.

With the transition of the Blue Box Program to the producers and the termination of the MRF lease, there is no offsetting revenue to offset this expenditure. A potential cost savings measure includes drawing from the Rate Stabilization Reserve to fund the 2026 payment.

Consequences – The above does not provide the Authority with a permanent expenditure reduction, as the 15-year forecast includes the termination of the loan payment. If funding this payment from the reserve is considered by the Board, Administration does not recommend reducing the proposed Tipping Fee Rate or Fixed Cost Assessment proposed in the budget document. Rather, Administration recommends that the funds be used to assist in the transition of the Non-Eligible Source Recyclable Program. Administration proposes that a one-time rebate representing the existing population split be credited to the City, and the County portion be used to offset the 2026 billings to the County Municipalities for the County NES Recycling Program.

ESSEX-WINDSOR SOLID WASTE AUTHORITY
EWSWA 15 Year Planning Forecast - Without Green Bin Program
2026 - 2040

YEAR		EXPENDITURES	NON-MUN REVENUE	REQUIRED FROM MUNI'S TO BALANCE BUDGET	PROJECTED ASSESSMENT TO MUNICIPALITIES	PROJECTED SURPLUS/ (DEFICIT) FOR THE YEAR	PROJECTED RESERVE BALANCE END OF YEAR	DIFFERENCE IN ANNUAL ASSESSMENT TO MUNICIPALITIES	% ANNUAL INCREASE IN MUNICIPAL ASSESSMENT
1	2017			BUDGET	\$11,013,400				0.00%
2	2018			BUDGET	\$11,250,070				2.00%
3	2019			BUDGET	\$11,819,890				4.10%
4	2020			BUDGET	\$12,469,800				4.10%
5	2021			BUDGET	\$13,076,600				4.10%
6	2022			BUDGET	\$13,810,740				4.10%
7	2023			BUDGET	\$14,418,800				4.10%
8	2024			BUDGET	\$15,009,970				4.10%
9	2025			BUDGET	\$15,519,170	(\$1,765,495)	\$8,663,495		3.40%
10	2026	\$28,825,580	\$12,872,600	\$15,952,980	\$15,388,060	(\$564,920)	\$8,278,075	(\$131,110)	-0.08%
11	2027	\$29,229,700	\$12,823,881	\$16,405,819	\$16,018,970	(\$386,849)	\$7,891,226	\$630,910	4.10%
12	2028	\$29,752,313	\$13,047,850	\$16,704,463	\$16,675,748	(\$28,715)	\$7,862,512	\$656,778	4.10%
13	2029	\$30,416,652	\$13,118,987	\$17,297,666	\$17,301,089	\$3,423	\$7,865,935	\$625,341	3.75%
14	2030	\$31,099,217	\$13,253,922	\$17,845,294	\$17,863,374	\$18,080	\$7,884,015	\$562,285	3.25%
15	2031	\$31,801,594	\$13,494,542	\$18,307,052	\$18,443,934	\$136,882	\$8,020,897	\$580,560	3.25%
16	2032	\$31,720,871	\$13,137,485	\$18,583,386	\$18,812,813	\$229,427	\$8,250,324	\$368,879	2.00%
17	2033	\$32,221,380	\$13,389,893	\$18,831,487	\$19,189,069	\$357,582	\$8,607,906	\$376,256	2.00%
18	2034	\$32,736,929	\$13,648,411	\$19,088,518	\$19,572,850	\$484,332	\$9,092,238	\$383,781	2.00%
19	2035	\$33,265,394	\$13,913,189	\$19,352,206	\$19,964,307	\$612,101	\$9,704,339	\$391,457	2.00%
20	2036	\$33,807,162	\$14,184,378	\$19,622,784	\$20,363,593	\$740,809	\$10,445,148	\$399,286	2.00%
21	2037	\$34,312,632	\$14,462,136	\$19,850,496	\$20,770,865	\$920,369	\$11,365,517	\$407,272	2.00%
22	2038	\$34,832,216	\$14,746,622	\$20,085,594	\$21,186,282	\$1,100,688	\$12,466,206	\$415,417	2.00%
23	2039	\$35,366,340	\$15,038,001	\$20,328,339	\$21,610,008	\$1,281,669	\$13,747,875	\$423,726	2.00%
24	2040	\$35,915,444	\$15,336,440	\$20,579,004	\$22,042,208	\$1,463,205	\$15,211,079	\$432,200	2.00%

- Objective #1 - By 2027 to have a balanced budget and a favourable Rate Stabilization Reserve balance.
- Objective #2 - Post 2027 - To maintain a balanced budget and to reach a minimum Rate Stabilization Reserve balance of \$5M with goal of 15% of expenditures. With the Green Bin Program, total expenditures for 2027 (with Phase 1 and 2 participation) are forecasted to be \$52,000,000. To reach the Board approved goal of 15% the reserve balance required is **\$7,800,000**.
- Note #1 - The table above does not include the Green Bin Program. Until all municipalities are participating, costs will not be included. Without all municipalities having the same service, the estimated annual Increase in Municipal Assessment calculation does not accurately represent the increase required.
- Note #2 - The recommendation adopted by City and County Council included annual increases of 4.1% between 2019-2027, due to the reduction in municipally delivered waste due to the Green Bin Program, actual increases for 2025 and 2026 are less than 4.1%

**Essex-Windsor Solid Waste Authority
Schedule of Fees**

1 of 2

Rate Type - Municipal	2026 Rate	2025 Rate	Unit of Measure	Description
Municipally Delivered Refuse - Total Waste Management Fee	\$43.00	\$43.00	Per Tonne	
Water & Waste Water Treatment Plant Residue	\$71.00	\$68.00	Per Tonne	
Municipally Delivered Pallets	See Organics	See Organics	Per Tonne	
Municipally Delivered Street Sweepings	\$17.00	\$14.00	Per Tonne	
Municipally Delivered Organics	\$45.00	\$44.00	Per Tonne	
Rate Type - Residential	2026 Rate	2025 Rate	Unit of Measure	Description
Refuse - Residentially Delivered	4 Loads at \$8	4 Loads at \$7	Kilograms	If weight is 100kg or less.
Refuse - Residentially Delivered - After \$7 Loads Exhausted (See also minimum charge below)	\$125.00	\$105.00	Per Tonne	
Refuse - Residentially Delivered - Minimum Fee (Applies after \$7 loads are exhausted)	\$12.50	\$10.00	Minimum Flat Fee	If load is less than 100 kg and \$7 loads exhausted.
Organics - Residentially Delivered Leaves, Tree Trimmings, Brush, Other	No Charge	No Charge	Per Load	
Organics - Residentially Delivered Grass	\$3 Per Bag \$15 Per Truck or Trailer	\$3 Per Bag \$15 Per Truck or Trailer	Each	
Other - Tires - Passenger	\$0.00	\$0.00	Per Tire	
Other - Tires - Light Truck	\$0.00	\$0.00	Per Tire	
Other - Tires - Medium Truck	\$0.00	\$0.00	Per Tire	
Other - Tires - Farm Tractor	\$0.00	\$0.00	Per Tire	
Other - Residential Pallets	\$56.00	\$53.00	Per Tonne	
Other Refrigerants	\$20.00	\$20.00	Per Unit	
Other - Railway Ties	\$125.00	\$105.00	Per Tonne	
Other - White Goods	No Charge	No Charge	Per Unit	
Other - Recyclables	No Charge	No Charge	Per Load	
Other - Household Chemical Waste	No Charge	No Charge	Per Load	

Essex-Windsor Solid Waste Authority
Schedule of Fees

2 of 2

Rate Type - Industrial / Commercial/ Institutional (ICI)	2026 Rate	2025 Rate	Unit of Measure	Description
Refuse - ICI Refuse Delivered to the Regional Landfill	\$71.00	\$68.00	Per Tonne	Gate Rate
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$66.00	\$63.00	Per Tonne	1,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$65.00	\$62.00	Per Tonne	2,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$64.00	\$61.00	Per Tonne	3,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$63.00	\$60.00	Per Tonne	4,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$62.00	\$59.00	Per Tonne	5,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$61.00	\$58.00	Per Tonne	10,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$57.00	\$54.00	Per Tonne	20,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$50.00	\$47.00	Per Tonne	30,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered to Transfer Stations	\$78.00	\$75.00	Per Tonne	Gate Rate
Refuse - ICI Delivered Refuse	\$13.00	\$10.50	Minimum Fee	Minimum Fee
Organics - ICI Organics Delivered to Transfer Stations or Regional Landfill	\$56.00	\$53.00	Per Tonne	
Organics - ICI Delivered Organics	\$8.00	\$5.30	Minimum Fee	Minimum Fee
Other - Asbestos	\$150.00	\$150.00	Per Tonne	+ \$150 Per Load Flat Fee
Other - Dig Out Fee	\$75.00	\$75.00	Per Dig Out	
Other - Contaminated Soil to be Landfilled	\$55.00	\$40 (Jan - March) \$50 (April - Dec)	Per Tonne	
Other - Greenhouse Vines and/or Growing Medium to be Landfilled	\$71.00	\$68.00	Per Tonne	
Other - ICI Pallets Delivered to Transfer Station #2 and Regional Landfill	\$56.00	\$53.00	Per Tonne	
Other - Refrigerants	\$20.00	\$20.00	Per Unit	
Other - Weigh Ticket	\$8.00	\$7.00	Per Ticket	
Other - Railway Ties	\$125.00	\$105.00	Per Tonne	
Other - White Goods Without Refrigerants	No Charge	No Charge	Per Unit	
Other - ICI Recyclables	\$5.00	\$0.00	Per Load	
Approved Charities - Loads Delivered to Transfer Stations	\$24.00	\$21.00	Per Tonne	
Approved Charities - Loads Delivered to Transfer Stations - Minimum Fee	\$8.00	\$5.00	Minimum Fee	Minimum Fee
Approved Charities - Loads Delivered to Regional Landfill	\$0.00	\$0.00	Per Tonne	

2026
Essex-Windsor Solid Waste Authority
Regular Board Meeting Schedule

Meetings will be held in Council Chambers
Essex Civic Centre
360 Fairview Avenue W., Essex, Ontario N8M 1Y6

Meeting Time: 4:00 PM

Meeting Dates are Subject to Change or Cancellation

Month	Meeting Date
January	Tuesday – January 6, 2026
February	Tuesday - February 3, 2026
March	Tuesday - March 3, 2026
April	Wednesday - April 15, 2026
May	Tuesday - May 5, 2026
June	Tuesday - June 2, 2026
July	Tuesday - July 7, 2026
August	Wednesday - August 12, 2026
September	Tuesday - September 1, 2026
October	Tuesday - October 6, 2026
November	Tuesday - November 3, 2026
December	Tuesday - December 1, 2026



**Essex-Windsor Solid Waste Authority
By-Law Number 16-2025**

Being a By-Law to Approve the continuation of a Non-Eligible Source Recycling Program in the County, commencing January 1, 2026, and that Miller Waste Systems be awarded the contract for bi-weekly collection services at a Year One cost not to exceed \$495,000, plus HST, and with the contract duration, along with the full terms and conditions, being finalized prior to execution, and that the Chair and General Manager be authorized to execute the final contract.

Whereas the Essex-Windsor Solid Waste Authority approves the continuation of a Non-Eligible Source Recycling Program in the County, commencing January 1, 2026, and that Miller Waste Systems be awarded the contract for bi-weekly collection services at a Year One cost not to exceed \$495,000, plus HST, and with the contract duration, along with the full terms and conditions, being finalized prior to execution, and that the Chair and General Manager be authorized to execute the final contract.

Now Therefore the Essex-Windsor Solid Waste Authority (EWSWA) enacts as follows:

1. THAT EWSWA hereby approves the continuation of a Non-Eligible Source Recycling Program in the County, commencing January 1, 2026, and that Miller Waste Systems be awarded the contract for bi-weekly collection services at a Year One cost not to exceed \$495,000, plus HST, and with the contract duration, along with the full terms and conditions, being finalized prior to execution, and that the Chair and General Manager be authorized to execute the final contract.

THIS By-Law shall take effect upon the final passing thereof.

**Gary McNamara
EWSWA Board Chair**

**Michelle Bishop
General Manager**

Read a First, Second and Third Time, Enacted and Passed This 4th Day of November, 2025.



**Essex-Windsor Solid Waste Authority
By-Law Number 17-2025**

**Being a By-law to Confirm the Proceedings of the Meeting of the Board
of the Essex-Windsor Solid Waste Authority**

WHEREAS by Agreement dated 18 May 1994, made between the Corporation of the County of Essex and the Corporation of the City of Windsor, the Essex-Windsor Solid Waste Authority (The Authority) was created as a joint board of management pursuant to Sections 207.5 and 209.19 of the *Municipal Act, RSO 1990, Chapter M.45* and;

WHEREAS Subsection 5.(3) of the Municipal Act, RSO 2001, Chapter 25, provides that the powers of a municipality shall be exercised by By-Law and;

WHEREAS Section 1 of the Municipal Act RSO 1990, Chapter M 46 defines a municipality as including a board, commission or other local authority exercising any power with respect to municipal affairs or purposes and;

WHEREAS it is deemed expedient that the proceedings of the Authority at this meeting be confirmed and adopted by By-Law

NOW THEREFORE the members of the Authority enact as follows:

- 1) The action of the members of the Authority in respect to each recommendation contained in the Report/Reports of the Committees and each motion and resolution passed and other action taken by the members of the Authority at this meeting is hereby adopted and confirmed as if all such proceedings were expressly set out in this by-law.
- 2) The Chair and the proper officials of the Authority are hereby authorized and directed to do all things necessary to give effect to the action of the members of the Authority referred to in the preceding section hereof.
- 3) The Chair and the General Manager of the Authority are authorized and directed to execute all documents necessary in that behalf.

Gary McNamara
EWSWA Board Chair

Michelle Bishop
General Manager

**Read a First, Second and Third Time, Enacted and Passed This 4th Day of
November, 2025.**