



Essex-Windsor Solid Waste Authority Regular Board Meeting Agenda

Meeting Date: Tuesday, June 3, 2025

Time: 4:00PM

Location: Essex County Civic Centre
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.

<u>LIST OF BUSINESS</u>	<u>PAGE NUMBERS</u>
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1. Call to Order	
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2. Motion to Move In-Camera	
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Moved by:

Seconded by:

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

(3) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(4) (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.

3. Declaration of Pecuniary Interest	
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4. Approval of the Minutes	
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A. May 6, 2025 Regular Meeting Minutes	1-11
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5. Business Arising from the Minutes	
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6. Waste Diversion	
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A. Green Bin Program: Promotion and Education Plan Update (Verbal report)	
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- B. Circular Materials Single-Stream Recycling Update 12-25

7. Waste Disposal

- A. Tender Award for the Supply and Service of One (1) Front End Wheel Loader 26-29
- B. Extension of Specialized Equipment Operators Contract 30-32

8. New Business

9. Other Items

10. By-Laws

- A. **By-Law 10-2025** 33
Being a By-Law to Authorize the Execution of an Agreement with Toromont CAT for the Supply and Service of a Front End Wheel Loader.
- B. **By-Law 11-2025** 34
Being a By-Law to Authorize the Extension of the Contract for the Supply of Specialized Equipment Operators at the Essex-Windsor Regional Landfill and Essex-Windsor Transfer Station 2 to 1869096 Ontario Limited, operating as Canadian Transfer, for the period of January 1, 2026 to December 31, 2031.
- C. **By-Law 12-2025** 35
Being a By-Law to Confirm the Proceedings of the Meeting of the Board of the Essex-Windsor Solid Waste Authority for June 3, 2025.

11. Next Meeting Dates

Wednesday, July 9, 2025
Wednesday, August 13, 2025
Wednesday, September 10, 2025
Tuesday, October 7, 2025
Tuesday, November 4, 2025
Tuesday, December 2, 2025

12. Adjournment



Essex-Windsor Solid Waste Authority

Regular Board Meeting

MINUTES

Meeting Date: Tuesday, May 6, 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
Hilda MacDonald	County of Essex
Rob Shepley	County of Essex
Gary Kaschak –Vice Chair	City of Windsor
Kieran 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
Tom Marentette	Manager of Waste Disposal
Madison Mantha	Project Lead
Teresa Policella	Executive Assistant

City of Windsor Staff:

Jim Leether	Manager of Environmental Services
Mark Spizzirri	Manager of Performance Management and Business Case Development

County of Essex Staff:

David Sundin	Director, Legislative and Legal Services
Claire Bebbington	Deputy County Solicitor, Legislative and Legal Services

Absent:

Drew Dilkens	City of Windsor (Ex-Officio)
Kirk Walstedt	County of Essex
Michael Akpata	County of Essex
Mark McKenzie	City of Windsor
Tony Ardovini	Deputy Treasurer Financial Planning
Melissa Ryan	Director of Financial Services/Treasurer

1. Call to Order

The Chair called the meeting to order at 4:03 PM.

2. 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.

3. Approval of the Minutes

Moved by Kieran McKenzie

Seconded by Gary Kaschak

That the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated March 4, 2025, be **approved and adopted**.

**34-2025
Carried**

4. Business Arising from the Minutes

No items were raised for discussion.

5. Waste Diversion

- A. Green Bin Program: Promotion & Education Plan Update – Campaign 2 (Verbal Report)

The Manager of Waste Diversion provided an update on Campaign 2: Grow Green with the Green Bin...& the Green Team. Campaign 2 was successfully launched at the recent Earth Day event held at Malden Park. She thanked Board Member Morrison for kicking off the campaign at the event's opening ceremony.

Residents were submerged in the colour Green through many activities such as:

1. EWSWA Tent that educated the public on all aspects of the Green Bin Program (GPB) program in 2025;
2. Superhero face mask painting experience;
3. Superhero colouring;
4. Green Bin Sort Game;
5. Photo Op with the Green Team (Interactive cut-outs);

6. Resources and other prizes for participating at the EWSWA Booth;
7. "Green Bin It to Win It!" for a chance to win various prizes;
8. Live Touch and Feel of the new Green Bin and Kitchen Catcher where many were intrigued by the new gravity lock feature.

Approximately 2,000 touch points were achieved through these activities which does not include the passer bys who also saw the Green Bin Program (GBP) messaging. While this event did attract exceptionally high visitors from Windsor, visitors from County municipalities were also identified through tent walk throughs and discussions on the GBP in their municipality.

This event has officially kicked off the Authority's community engagement efforts that will carry the Authority through to launch.

Next on the agenda is to onboard new staff that will help Grow the region Green at municipal events, pop-ups, schools, libraries, summer camps, etc. as well as preparing for Campaign 3 that will launch in July- The Bins ARE COMING!

The Authority is currently working with the County municipalities. The Authority has met with all municipalities and plans are in order. The Authority will also be meeting with the City of Windsor.

The Chair asked if there were any questions.

Kieran McKenzie commented that the roll-out on Earth Day was well done. He likes the esthetic of the marketing campaign and believes residents will be engaged.

Mr. Morrison commented it was a great day and a good chance to speak with residents.

Moved by Rob Shepley
Seconded by Hilda MacDonald

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

35-2025
Carried

B. 2024 Essex-Windsor Residential Waste Diversion Report

The Manager of Waste Diversion provided a summary of the report. The overall waste diversion rate for 2024 decreased to 30.6%. This figure represents residential tonnes diverted from the Landfill. The decline was primarily due to reduced yard waste tonnage. She further highlighted other materials compared to prior year results.

She noted that obtaining data for the report was unique this year due to the Blue Box transition to producers. The Authority reached out to Circular Materials and they advised that they were not required to provide tonnage figures as there is no regulatory obligation for them to provide this information.

The Chair asked if there were any questions.

Mr. Kaschak was concerned about Circular Materials not providing data and statistics.

The Manager of Waste Diversion noted that the Authority was surprised that the response from Circular Materials was that they were not obligated to provide this information. This is a concern among municipalities and has been discussed at network meetings.

Discussion took place regarding CM's obligations under the new Producer led program and agreed that the Authority's concerns should be raised with the local MPPs.

Mr. Morrison commented that there will be no statistics for the entire year for the 2025 report. He asked if we will just look at how much material was delivered to the RL.

The General Manager stated that the Authority will closely monitor the tonnage information it does have access to, such as the new Green Bin program, the leaf and yard waste program and traditional waste delivered to the landfill for disposal to identify any significant variances to pre-Transition. A waste audit will be conducted once both phases of the Green Bin program are rolled out and compare to previous reports.

Moved by Rob Shepley

Seconded by Gary Kaschak

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

36-2025
Carried

C. Green Bin Program Cart Maintenance Contract Award

The Manager of Waste Diversion presented the report that recommended the Board approve a two-year contract with IPL North America Inc. (IPL) for the Ongoing Maintenance and Distribution Program for the Green Bin Program at a cost of \$29.50 per service request, exclusive of HST and subject to an annual CPI adjustment. Administration is seeking to execute the contract contained within the original RFP that was awarded to IPL.

The Green Bin Program requires residents to use the cart provided to participate in the program which ensures that material can be collected by the automated collection vehicle. Timely maintenance and repairs of the carts is

essential to maintain the success of the program. Administration considered using in-house services but identified that significant staff resources would be required to develop policies, custom software systems, procedures, and to recruit and train staff.

Administration is recommending IPL do the maintenance due to the unknown number of requests and the challenge to repair the carts within a 5-day window. IPL is reputable and experienced in programs like this. She noted that other municipalities are struggling with asset tracking.

The 2025 Operational Plan Budget included the cost to engage IPL to provide the service at the cost per service provided in the RFP, therefore, there are no financial implications at this time.

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

Moved by Jim Morrison

Seconded by Hilda MacDonald

1. **That** the Board **approve** the execution of the Provisional Services item titled Ongoing Maintenance and Distribution Program, as outlined in the Request for Proposal (RFP) and included in the contract for the supply and initial distribution of Green Carts and Kitchen Containers under the Green Bin Program previously awarded to IPL North America Inc., at a cost of \$29.50 per service request, exclusive of HST, where this unit cost shall be adjusted in accordance with CPI only and shall be calculated each year.
2. And further, that the Board **approve** a two (2) year contract term for these Provisional Services, where the Authority reserves the right to extend the term in one-year (1) extensions or portions of a year thereof which shall be negotiated by both Parties such that the term of the Provisional Services does not extend past that of the Base Services, and such extensions shall be under the same terms and conditions as contained within the executed contract.

**37-2025
Carried**

6. Waste Disposal

A. Tender Award for the Supply of One (1) 4 Wheel Drive Utility Tractor

The Manager of Waste Disposal presented the report recommending the award of the tender for one new Massey Ferguson Model 6713 Utility Tractor to Advantage Farm Equipment Ltd. at a cost of \$121,655, plus applicable taxes. The tractor will be used to maintain grass cutting at the Regional Landfill, closed Landfill No. 2 and closed Landfill No. 3. The existing 2011 Kubota has reached the end of its useful life. Maintaining regular grass cutting is an important operational and regulatory requirement.

The public tender closed in April and three compliant bids were received. Advantage Farm Equipment Ltd. submitted the lowest bid at \$121,655, well below the budgeted amount of \$160,000.

The Chair asked if there were any questions.

Mr. Morrison asked if the tractors are manufactured in the United States or Canada and if there are procurement policies in place to buy Canadian. He noted that this would cause a risk to the Authority's reputation.

The General Manager stated that a supplemental email can be provided to the Board on where the tractors are manufactured. She noted that a procurement policy regarding buy Canadian is not currently in place. She is aware that the City of Windsor (City) and County of Essex (County) are currently working on updating their policies. She noted that the Authority procurement policy mirrors that of the County, therefore once a new policy is approved by the County, an updated Authority policy will be prepared.

The General Manager advised the Board that the RFT did stipulate where equipment was built. The RFT stipulated that the equipment had to be of a certain weight, size and horsepower.

Mr. Kaschak commented that we will have to look at this moving forward. He noted that he is willing to move forward with the report today as all suppliers were Canadian and local.

Kieran McKenzie asked to what extent does the Board have to give in terms of updating the current procurement policy and documents.

The General Manager stated a review of the procurement policy is already on the Authority's agenda for this summer. She indicated to Mr. McKenzie that he can still bring forward a motion.

Kieran McKenzie stated that he would like to bring forward a motion at the appropriate time.

The Chair stated to bring forward a resolution under New Business.

There was no further discussion.

Moved by Rob Shepley

Seconded by Kieran McKenzie

That the Board **approve** the purchase of one Massey Ferguson 6713 Utility Tractor from Advantage Equipment Ltd. at a cost of \$121,655.00 plus applicable taxes.

**38-2025
Carried**

7. Finance and Administration

A. 2024 Financial Statements and Auditors Report

The Manager of Finance provided a summary of the Authority's financial statements. KPMG has issued an "unmodified" audit opinion meaning the financial statements present fairly.

He further provided a summary of the final operating deficit compared to budgeted figures for 2024. The final 2024 operating deficit amounted to (\$567,530), representing a favourable variance of \$965,980 from the 2024 projected deficit of (\$1,533,510) included in the 2025 Operating Plan and Budget.

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

Moved by Kieran McKenzie

Seconded by Hilda MacDonald

That the Board **approve** this report, the 2024 financial statements and the associated auditors' report.

**39-2025
Carried**

B. 2025 EWSWA Asset Management Plan

The Manager of Finance provided a summary of the 2025 EWSWA Asset Management Plan (AMP). The Authority's AMP will form part of the City of Windsor (City) and County of Essex's (County) 2025 AMP.

New for 2025 was a condition assessment of the Authority's buildings. These findings have been included in the updated AMP calculations. Overall, the Authority's assets remain in good to very good condition.

The 2025 AMP also provides separate details on the condition of the RL. The condition of the RL has been assessed as "Poor" due to the percentage of airspace remaining over the total estimated airspace of the landfill. As airspace continues to be depleted, the condition of the RL will continue to decrease.

The Authority is proposing that the proposed level of services remain in "Good" condition.

There are no financial implications to the 2025 Operational Plan and Budget. Proposed service levels will form part of the 2026 Operational Plan and Budget.

The Chair asked if there were any questions.

Mr. Morrison asked how long will the landfill last and are we staying on track for the useful life of the landfill.

The General Manager stated a report was provided at a previous Board meeting regarding air space at the RL. Air space is closely monitored and based on current tonnages. The expected lifespan of the landfill is 2040. It is expected that tonnages will decrease due to the rollout of the Green Bin Program. The landfill was originally expected to close in 2022. Conserving air space will continue and Administration will continue to communicate to the Board.

Mr. Morrison commended Administration on extending the life of the landfill.

There were no further questions.

Moved by Rob Shepley

Seconded by Kieran McKenzie

That the Board **approve** the 2025 Essex-Windsor Solid Waste Asset Management Plan and;

That the proposed funding strategy for the 2025 AMP be considered during the development of the 2026 Operating Plan and Budget and be brought forward to the Board for consideration.

**40-2025
Carried**

C. January to March 2025 – Three Month Operating Financial Review

The Manager of Finance provided a summary of the three-month operations financial review.

He highlighted the following:

- A slight increase of \$7,370 in municipal fee revenue due to the increase in the tipping fee rate.
- A significant decrease of \$232,935 in Industrial/Commercial/Institutional revenue. This decrease was contributed to a large volume hauler delivering fewer tonnes of both refuse and greenhouse vines than anticipated.
- There were no significant operating expenditures identified for the first quarter.

He noted that it was contemplated in the 2025 budget that tonnages were expected to decrease.

The Chair asked if there were any questions.

Mr. Shepley asked if the decrease in vines is due to the increase in tipping fees and are being delivered elsewhere.

The General Manager stated that as a result of the increased tipping fees for vines, less material is being received for disposal but is still being disposed of in landfills and not through a diversion program. The Authority is aware that some material is being landfilled in a private Ontario landfill and some material is being delivered across the border.

Mr. Shepley asked if the leachate is being treated where the vines are being delivered.

The General Manager stated that to their knowledge the leachate is being treated properly

Kieran McKenzie asked how is the reduction of this material is affecting the processes and the chemical concerns of sending and treating the leachate at the pollution control plant.

The General Manager stated that in discussions with the City of Windsor that the work that the Authority has been doing is resulting in a better chemistry. The Reverse Osmosis (RO) system is providing clean water. She referred to the Manager of Waste Disposal to provide an update on the operational side.

The Manager of Waste Disposal noted that the barometer is monitored by the levels at the pump stations. As the backlog of leachate is reduced, it seems that we will be back to normal levels. The Authority is making strides and have spent a lot of capital to add additional aerators. He noted that RO system has been working 24/7.

There were no further questions.

Moved by Gary Kaschak

Seconded by Jim Morrison

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

41-2025
Carried

D. Recipients of the 2024 Employee Excellence Awards

The General Manager was pleased to report that four Authority employees were acknowledged as part of the County of Essex Employee Excellence awards.

Moved by Hilda MacDonald

Seconded by Rob Shepley

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

42-2025
Carried

8. New Business

The following motion was brought forward by Board Member Kieran McKenzie.

Moved by Kieran McKenzie

Seconded by Gary Kaschak

That Administration provide a report to the Board on the implications of adopting and opportunities of adopting a "Buy Canadian" policy.

**43-2025
Carried**

9. Other Items

No other items were raised for discussion.

10. By-Laws

A. By-Law 8-2025

Moved by Rob Shepley

Seconded by Gary Kaschak

That By-Law 8-2025, Being a By-Law to Authorize the Execution of an Agreement between the Essex-Windsor Solid Waste Authority and Advantage Equipment Limited for the supply of one (1) Four-Wheel Drive Utility Tractor at a cost of \$121,655.00 plus applicable taxes.

**44-2025
Carried**

B. By-Law 9-2025

Moved by Rob Shepley

Seconded by Gary Kaschak

That By-Law 9-2025, 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 6th day of May, 2025.

**45-2025
Carried**

11. Next Meeting Dates

Tuesday, June 3, 2025

Wednesday, July 9, 2025

Wednesday, August 13, 2025

Wednesday, September 10, 2025

Tuesday, October 7, 2025

Tuesday, November 4, 2025

Tuesday, December 2, 2025

12. Adjournment

Moved by Rob Shepley

Seconded by Kieran McKenzie

THAT the Board stand **adjourned** at 5:15 PM.

**46-2025
Carried**

All of which is respectfully submitted.

**Gary McNamara
Chair**

**Michelle Bishop
General Manager**



Essex-Windsor Solid Waste Authority Administrative Report

May 29, 2025

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

From: Michelle Bishop, General Manager

Meeting Date: Tuesday, June 03, 2025

Subject: Circular Materials Response Re. Single-Stream Recycling

Purpose

The purpose of this report is to provide information to the Board regarding correspondence received from Circular Materials (CM) on Friday, May 23, 2025, in response to the letter to CM dated March 19, 2025 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 (ES) in the City of Windsor (Windsor) and the seven County of Essex (County) municipalities.

Background

On March 4, 2025, the Board received a report regarding correspondence received from Circular Materials, confirming that the Essex-Windsor region will be changing to a cart-based single-stream recycling system in 2026. Further, Authority Administration was advised they intend to distribute blue 95-gallon carts to households in the fall of 2025 to support their January 2026 launch.

Despite many of the reasons captured in the report that identify dual-stream as generating positive outcomes, due to EPR, Circular Materials (CM) is ultimately responsible for administering the Common Collection System (CCS) in Ontario on behalf of producers in an effective and efficient manner to reach capture targets set out in the Blue Box Regulation.

In the report, Authority Administration detailed that several attempts had been made to engage with CM's operations staff to attempt to resolve a number of questions and concerns about the logistics and impacts of switching to a single-stream program in January 2026. Further, in the absence of adequate responses

from CM staff members, Administration recommended that formal communication be issued to the CM President and Board of Directors.

On March 7, 2025, following the Authority's Board meeting but prior to the letter being issued, operations staff from CM issued a memo to Authority Administration that provided responses to a number of questions posed. The complete correspondence is attached, with an excerpt from the response below.

Continued Use of Existing Collection Containers

Q. *Some EWSWA residents have two 95-gallon, or two 65-gallon recycling carts and fill both every collection cycle. Will these households continue to be permitted to set out two containers, if two containers are required to manage the volumes set out by residents?*

A. *GFL will be the collection contractor in 2026. GFL will assess residential curbside existing carts being used by the resident and plan to signal to the resident if their cart is not compatible by leaving a sticker/tag indicating it will not be compatible as of January 1, 2026. GFL and our marketing team will collaborate on this initiative to ensure the messaging is clear to the resident. Further if more than one compatible cart (new 95-gallon cart delivered by GFL and compatible existing resident carts) are at the curb at a household, GFL will collect the material through their automated cart system.*

Q. *Where a household (resident) has placed the GFL cart at the curb in addition to a second cart (already owned and used by the resident as part of the dual stream program), will GFL collect both carts?*

A. *Yes, residents will be able to use their own carts if compatible per the previous question and answer.*

Given the response above regarding the use of existing assets, Authority Administration revised the original draft letter included in the March agenda package thanking CM for providing confirmation Essex-Windsor residents will be able to use additional compatible carts to meet their recycling needs. Attached to this report is the letter issued, with the letter being signed by the Authority Chair, Vice-Chair and General Manager.

Discussion

On Friday, May 23, 2025, CM issued the attached response to the Authority's letter dated March 19, 2025. In addition to not providing a response to a number of concerns identified in the letter, the letter reverses previous communications from CM regarding resident owned containers and excess material.

The letter received states that resident owned small and medium carts are not compatible with the collection vehicles to be used as of January 1, 2026 and the large carts do not include RFID identification and tracking systems, therefore, residents will not be able to use their owned carts in the new collection system starting January 1, 2026.

The letter also states that the 95-gallon carts to be issued offer adequate storage “which is greater than the current blue box storage capacity of four blue boxes over a two-week collection cycle.” Households that periodically generate more material than the 95-gallon cart can hold will be asked to store the excess until the next collection. Those that regularly exceed this capacity may contact GFL for an assessment to determine eligibility for a second cart.

Given the above, Administration remains concerned with CM’s approach and its ability to meet the requirements set out in the regulation as follows:

1. Provision of adequate blue box receptacles

Under the Blue Box Regulation, CM is required to:

22.(c) provide blue box receptacles for the storage of blue box material at the residence until the blue box material is collected and, when it has provided such receptacles, shall

(i) provide blue box receptacles that are appropriate for the residence,

including with respect to size [emphasis added],

*(iii) ensure that each residence has a blue box receptacle that **is able to ordinarily store all of the blue box material deposited at that residence until the next collection day** [emphasis added]*

2. Collection of all blue box materials set out

Under the Blue Box Regulation, CM is required to:

*22(b) collect, in a single day, **all blue box materials set out for curbside collection at the residence** [emphasis added]*

By not allowing residents to use existing carts when the CM-issued 95-gallon cart does not meet their needs, residents will be left with excess material and without an adequate blue box receptacle.

Further, requesting that residents hold recyclables until the next collection does not fulfill the obligation to collect all blue box materials as required by legislation. While Administration is encouraged by CM and GFL’s plan to provide an additional cart to households that regularly generate excess material, the process may be lengthy and frustrating for residents. In the meantime, advising residents to retain excess material is not a compliant or practical interim solution.

Lastly, CM’s decision to provide only 95-gallon carts to residents does not appear to align with the regulatory requirement to provide adequate blue box receptacles, particularly with respect to accessibility. Offering only one cart size fails to account

for residents with mobility limitations who may be unable to manage larger bins. This type of accessibility accommodation is a common consideration among municipalities when designing and implementing waste collection systems.

Next Steps:

To address the concerns outlined above and ensure compliance with regulatory requirements, the following actions are planned or currently underway by Authority Administration:

- Provide a response to CM outlining the Administration's outstanding concerns noted above.
- Authority Administration to request a meeting the Resource Productivity Recovery Authority (RPRA) regarding the concerns to meet the regulatory obligations noted above.
- Authority Chair, Vice-Chair and Administration are meeting with Windsor-Tecumseh MPP Andrew Dowie, Parliamentary Assistant to the Minister of the Environment, Conservation and Parks on June 18, 2025, to discuss this topic as well as concerns related to Non-Eligible Sources (NES).

Financial Implications

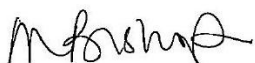
There are no immediate financial implications at this time, however, it should be noted that any recyclable material left curbside has a strong likelihood of being set out with residential mixed waste. This will result in increased tipping fees for the City of Windsor and seven County of Essex local municipalities, as well as a potential increase in collection costs.

Further, since the majority of mixed waste is consolidated at Authority Transfer Stations, additional costs will be incurred to needlessly transport this material which will ultimately consume expensive airspace at the Essex-Windsor Regional Landfill.

Recommendation

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.

Submitted By



Michelle Bishop, General Manager

Attachments:

- Circular Materials Response to EWSWA Inquiries dated March 7, 2025
- Letter to Circular Materials dated March 19, 2025
- Letter from Circular Materials dated May 23, 2025

Essex Windsor Solid Waste Authority (EWSWA)

Post-transition Blue Box Program Inquiries

Why Single Stream Programming

Q. What is the rationale for shifting to a single stream cart-based recycling collection system? Residents, board members, partners, etc. will want to understand these benefits.

A. A shift to single stream collection service is aimed at increasing convenience and resident participation. This approach increases blue box material capture at the curb while improving collection efficiency and safety for drivers.

Single Stream Programming Delay

Q. EWSWA is requesting that Circular Materials (CM) as the Common Collection System (CCS) Administrator investigate opportunities to delay the transition of blue box recycling services from dual stream manual collection to single stream automated collection from January 2026 to April 2026. EWSWA will be rolling out its Green Cart program within the same timeframe as the Common Collection System (CCS) rolls out its Blue Cart program. The delay will:

- Help reduce the number of collection program changes introduced to residents within the same timeframe; and
- Allow alignment with EWSWA's waste collection calendar publication, which is April to March.

A. After careful consideration, we are confirming that a delay of moving from a dual stream to single stream recycling system is not possible. The transition of blue box recycling services to single stream automated collection will occur on January 1, 2026.

This is due to the fact that the manual dual stream trucks currently in use in EWSWA are scheduled for use elsewhere at the end of December 2025. Without access to these dual stream vehicles, it is not possible to delay EWSWA's change over to single stream carts.

Anticipated Routing Changes

Q. The city is working to eliminate waste collection in alleys with the new collection contract starting in 2025. Will CM as the CCS Administrator and RLG as the CCS Operator support the city and align recycling collection locations outside these alleys at the appropriate time?

A. CM and RLG will work with the collection contractor to align collection points with the City's wherever possible. Please confirm you mean the City of Windsor as the affected Eligible Community? When will the list of affected addresses be available for review with the contractor so that preparations may begin, including routing adjustments and promotion and education (P&E)?

Promotion & Education Coordination

Q. If a delay to a single stream program is not possible, will CM work with the EWSWA to ensure clear communication to residents? If the change over to cart-based programming for both recycling and Green Bins occurs at the same time, EWSWA would like to ensure residents use the correct cart and follow the proper set out instructions for each program.

A. CM's blue box program P&E efforts in Essex-Windsor will be a collaborative approach with EWSWA and the contractor, and will include information on single stream blue box material set out, new collection days and more.

Our marketing team welcomes discussions with EWSWA to ensure our strategy/plan works in tandem with EWSWA's Green Bin messaging. Please note that Circular Materials' scope is only blue box recycling, and it cannot include Green Bin messaging in its P&E.

Collection Frequency & Cart Capacity

Q. Is EWSWA's blue box collection schedule moving to a weekly collection or staying bi-weekly to support the amount of blue box that is currently being set-out at the curb in two-streams?

A. As of January 1, 2026, residents will continue to receive blue box collection on a bi-weekly schedule (i.e., 26 collections annually). This collection frequency is consistent with the cart-based collection cadence used other large urban areas such

as the City of Toronto. As with other programs, these carts are expected to meet residents' blue box containment needs between collection cycles.

Continued Use of Existing Collection Containers

Q. Some EWSWA residents have two 95-gallon, or two 65-gallon recycling carts and fill both every collection cycle. Will these households continue to be permitted to set out two containers, if two containers are required to manage the volumes set out by residents?

A. GFL will be the collection contractor in 2026. GFL will assess residential curbside existing carts being used by the resident and plan to signal to the resident if their cart is not compatible by leaving a sticker/tag indicating it will not be compatible as of January 1, 2026. GFL and our marketing team will collaborate on this initiative to ensure the messaging is clear to the resident. Further if more than one compatible cart (new 95-gallon cart delivered by GFL and compatible existing resident carts) are at the curb at a household, GFL will collect the material through their automated cart system.

Q. Where a household (resident) has placed the GFL cart at the curb in addition to a second cart (already owned and used by the resident as part of the dual stream program), will GFL collect both carts?

A. Yes, residents will be able to use their own carts if compatible per the previous question and answer.

Set out Instruction for Cardboard

Q. If there is additional cardboard bundled and placed at the curb (overage), will GFL collect the bundled cardboard along with the single stream material in the full cart at the curb, correct?

A. We are in discussions with the Contractor to ensure the best practices are established. We will have more information related to the final quarter of 2025.

Existing Inventory of Blue Boxes & Carts

Q. What is the plan for reuse/recycling of the recycling boxes/carts currently by residents that may not be compatible with the new single stream automated collection program? How will CM be accountable to ensure that these valuable resources are properly repurposed/recycled and ultimately does not go to the EWSWA Landfill.

A. CM will encourage residents to repurpose boxes for various uses such as storage.

March 19, 2025

Sent by email: allen.langdon@circularmaterials.ca

Circular Materials Ontario
Attention: Allen Langdon, President & CEO
700-1 St. Clair Avenue
Toronto, ON
M4V 1K6

Dear Mr. Langdon,

**Subject: Request for Additional Information Regarding Transition
to Single-Stream Recycling Collection in Essex-Windsor**

On October 10, 2024, the Essex-Windsor Solid Waste Authority ('the Authority') received notification from Circular Materials (CM) of the transition of Essex-Windsor's Blue Box Program from a dual-stream box system to a single-stream cart system effective January 1, 2026. Following that communication, Authority Administration had several conversations with CM staff to receive clarification on the program changes and to communicate significant concerns. The Authority appreciates the responses received to date, particularly the document received on March 7, 2025. The Authority believes it is valuable to provide the following response, along with additional context, as we share the common goal of ensuring a successful transition of the Blue Box Program while enhancing environmental outcomes. Furthermore, given the integrated nature of waste management systems, collaboration will be essential to align operational activities to maximize the capture of divertible materials and keep them out of landfills.

As you may know, the Authority is a municipal agency created by the City of Windsor ("City") and the County of Essex ("County") with the responsibility of providing an economical and environmentally conscious integrated solid waste management system for the Region that includes the City and the seven County municipalities including Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, Leamington, and Tecumseh. Prior to August 28, 2024, the Authority managed and operated the residential Blue Box Program for this Region.

While we understand that the Blue Box Program is transitioning from municipal government responsibility to producers, we want to ensure this

transition meets the requirements set out in the regulation, as well as the environmental and financial objectives stated by the government, without shifting unintended costs or burdens back onto municipalities.

1. Provision of adequate blue box receptacles

Under the Blue Box Regulation, CM is required to:

22.(c) provide blue box receptacles for the storage of blue box material at the residence until the blue box material is collected and, when it has provided such receptacles, shall

*(i) provide blue box receptacles that are appropriate for the residence, **including with respect to size** [emphasis added],*

*(iii) ensure that each residence has a blue box receptacle that **is able to ordinarily store all of the blue box material deposited at that residence until the next collection day** [emphasis added]*

The Authority is pleased with CM's response of March 7, 2025, that Essex-Windsor residents will be able to use additional compatible carts to meet their recycling needs instead of assessing the need for additional carts on a case-by-case basis and requiring residents to buy another cart if they have more than one 95-gallon cart's worth of material as previously communicated by CM staff. This will potentially prevent materials from being disposed of in the garbage or ending up as litter in the community as well as ensure compliance with this particular provision of the regulation.

2. Collection of all blue box materials set out

Under the Blue Box Regulation, CM is required to:

*22(b) collect, in a single day, **all blue box materials set out for curbside collection at the residence** [emphasis added]*

We appreciate that CM staff are looking into this with the contractor and will have more information for us later this year. The Authority's Blue Box Program has always allowed residents to place bundled cardboard at the curb, a long-standing and effective practice that the Authority worked hard to achieve through public education and enforcement efforts. It appears to us that it is a regulatory requirement for these materials to be collected.

3. Alignment of collection days and communications

CM has informed the Authority that collection schedules for the Blue Box Program in the Region will change in 2026. The Authority is seeking confirmation of this change and is requesting assurance that the new collection days align with the new Green Bin Program and garbage collection schedules to support best practices in residential waste management (where applicable). As both parties are aware, participation rates are closely linked to having the collection of waste streams on one day, thereby aligning these services would lend to optimal results for both parties and the Region. Please note that the requested 2025 schedules (which include early 2026) have been shared with CM's promotion and education team who committed to sharing this internally.

While the responsibilities of producers managing curbside recyclables and municipal governments managing all other residential wastes differ, residential waste management systems are integrated and it is important to maintain open lines of communication between the organizations. As has been shared with CM staff, Essex-Windsor will be experiencing significant changes to many waste collection programs between 2025 and 2026; the Authority is launching a Green Bin Program in 5 municipalities in fall 2025 (including the City), and the remaining 3 municipalities in fall 2026, and further, the City is shifting from weekly garbage collection to bi-weekly garbage collection in 2025. Even with proper promotion and education plans, these changes will be challenging to communicate. Aligning communication strategies will be key to ensuring successful promotion and education campaigns. The Authority values CM's pledge to a collaborative approach. In return, the Authority is offering a commitment to CM to share the timing and content of relevant education campaigns with CM for their awareness and would appreciate the same as part of this collaboration. This will support the successful transition of these programs and ensure clear, coordinated communication between all entities throughout this period of change.

4. Existing blue & red boxes and carts

The Authority acknowledges and appreciates CM's response regarding transitioned assets (blue and red boxes) as CM plans to transition from a box-based system to a cart-based system. The Authority's ultimate priority is to ensure that materials are not discarded as waste and sent to the landfill, and are encouraged by CM's plan to promote the reuse of blue and red boxes. The Authority also appreciates CM's offer to collaborate on public

communication efforts and is committed to starting this collaboration to ensure alignment on communication efforts.

5. Ability to meet performance targets

While the Authority is encouraged by the recent responses provided by CM, it would be remiss not to mention the Authority's disappointment with CM's decision to move away from a dual-stream system. While the Authority understands that this is a decision for producers to make, it does not appear to align with producers' goals to improve environmental outcomes and meet performance targets.

Essex-Windsor's 2022/2023 curbside waste audit found that 96% of recyclables set-out in the Red Box were correct and 83% of recyclables set out in the Blue Box were also correct. This indicates that residents are carefully separating at the curb and hold value to source separate their waste, which is fundamental to the success of any effective solid waste management program.

Numerous studies, including a recent study¹ co-funded by CM, show the advantages of dual-stream systems particularly for hard to recycle materials like flexible packaging. It is hard to understand why CM would move away from a successful system. While we remain skeptical of this decision, the Authority is eager for CM to prove us wrong by meeting the targets established in the regulation. The Authority will remain close observers of the progress in these areas as ultimately, the Authority is committed to ensuring Blue Box materials are not disposed of at the Essex-Windsor Regional Landfill, the Region's greatest asset that we manage.

The Authority looks forward to your response and looks forward to collaborating with CM on communication efforts. Should you require further information, please contact me by email at mbishop@ewswa.org or by phone at (519) 776-6441 extension 1225.

¹ PRFLEX: Perfecting the recycling system for flexible plastic packaging in Canada, 2023. Available at <https://plasticspact.ca/prflex-perfecting-the-recycling-system-for-flexible-plastic-packaging-in-canada/>.

Allen Langdon, President & CEO

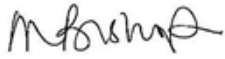
Circular Materials

Request for Additional Information Regarding Transition to Single-Stream Recycling
Collection in Essex-Windsor

March 19, 2025

Page 5 of 5

Sincerely,



Michelle Bishop
EWSWA General Manager



Gary McNamara
EWSWA Board Chair



Gary Kaschak
EWSWA Board Vice Chair

cc. Resource Productivity and Recovery Authority - info@rpra.ca



700-1 St. Clair Avenue West
Toronto, Ontario M4V 1K6
877-667-2626
circularmaterials.ca

May 23, 2025

Circulated via email to mbishop@ewswa.org

Essex Windsor Solid Waste Authority (EWSWA)
360 Fairview Ave W. Suite 211
Essex, Ontario N8M 3G4

RE: EWSWA – Blue Box Program Inquiries

Dear Michelle,

Thank you for your March 19, 2025 letter confirming receipt of Circular Materials' initial responses to EWSWA's post-transition blue box inquiries. As you are aware, Circular Materials (CM), as the Common Collection System (CCS) Administrator, has been working with GFL Environmental Inc. (GFL) to finalize plans for EWSWA's cart-based collection program which begins January 1, 2026. Below you will find answers to EWSWA's remaining questions.

Resident-owned collection carts

GFL has been providing blue box collection services from eligible sources in the Essex Windsor catchment since August 28, 2024 under contract to the CCS. In follow-up to our initial communication, CM, as the CCS Administrator, consulted with GFL regarding the carts currently in use by residents. GFL confirmed that blue box material is collected from some single-family households in small, medium and large carts purchased and owned by the resident. The small and medium carts are not compatible with the collection vehicles to be used as of January 1, 2026 and the large carts do not include RFID identification and tracking systems. As such, residents will not be able to use their owned carts in the new collection system starting January 1, 2026.

The CCS-approved carts have been selected to ensure compatibility with collection trucks, service tracking and damaged cart replacement provisions. They have also been chosen as the standard recycling cart across Ontario as we move to a harmonized province-wide system.

To support residents in this transition and the upcoming change, GFL will deliver a CCS-approved recycling collection cart to each single-family residence for its use in the new cart-based blue box program prior to its commencement date of January 1, 2026. An update on the date delivery date will be provided in July 2025, once the cart manufacturer begins production. Residents will be asked to use only the CCS-approved cart for their blue box collection service. Should a resident wish to have the resident-owned cart removed, GFL will support residents in the removal of their

cart as the new CCS-approved cart is delivered. Alternatively, the resident may repurpose their owned cart for garbage or organics should EWSWA wish to permit their residents to do so. It is important to note that blue box material placed in non-CCS approved carts will not be collected. While we are committed to supporting residents during this transition to the new carts, support from EWSWA in communicating this change would be helpful to manage associated calls you may receive from residents. We would be pleased to work with you to support communications to residents ahead of January 1, 2026.

Collection container capacity

The CCS-approved carts have a capacity of 360 litres (95 gallons). Beginning January 1, 2026, the carts will be collected curbside every other week. The 360 litres (95 gallons) cart offers storage capacity which is greater than the current blue box storage capacity of four blue boxes over a two-week collection cycle. A properly used 360 litre (95 gallon) cart is anticipated to meet the blue box storage capacity needs of EWSWA residents for blue box material with cardboard broken down and placed inside the cart.

Request for additional cart

Single-family households whose blue box material generation periodically exceeds the 360-litre (95 gallon) storage capacity of the CCS-approved cart will be asked to store the excess material in, until the material can be placed into their new CCS provided cart and set out on a subsequent collection day.

Single-family households whose blue box material generation regularly exceeds the 360-litre (95 gallon) capacity of the CCS-approved cart may contact GFL to be assessed for a second cart. GFL's assessment process includes an audit of the resident's blue box material set out over two collection cycles. A second cart will be provided for residents where the results of the audit substantiate that blue box material volumes over the two-week collection cycle regularly exceed the 360-litre storage capacity of a single cart.

We look forward to the successful roll out of the cart-based collection system in Essex Windsor.

Sincerely,



Allen Langdon
CEO, Circular Materials

CC: Gary McNamara, EWSWA Board Chair and General Manager,
Gary Kaschak, EWSWA Board Vice Chair,
Nicole Gourley, CM Chief Operating Officer,
Sherry Arcaro, CM VP National Operations,
Carrie Nash, CM CCS Director,
Catherine McCausland, RLG Director



Essex-Windsor Solid Waste Authority Administrative Report

May 26, 2025

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

From: Tom Marentette, Manager of Waste Disposal

Meeting Date: Tuesday, June 03, 2025

Subject: Front End Wheel Loader Tender Result and Award

Purpose

The purpose of this report is to recommend that Toromont CAT be awarded the request for tender for the purchase of a Front End Wheel Loader ("Loader") (Model: CAT 950-01GC), a preventative maintenance contract and extended powertrain warranty. The Loader will be used at the Essex-Windsor Regional Landfill (Regional Landfill) as part of the waste diversion composting program and replace the 2014 Caterpillar 930K Loader.

Background

The Authority utilizes two (2) front-end loaders at the Regional Landfill as part of the compost program. The Authority owns a 2014 Caterpillar 930K Front End Loader and a 2021 Caterpillar 950 GC Front End Loader. The Loaders are used primarily to move, load and turn compost on the compost pad. Maintaining a regular turning schedule of the compost rows is an important operational duty and aids in the overall production of compost.

Discussion

The 2025 Budget included the purchase of one (1) Loader used in the new Source Separated Organic (SSO) Transfer Station Building. Through consultation with the Authority's engineer (Stantec) and review of the Authority's existing fleet of Loaders, Administration determined that the Authority's existing 2014 Caterpillar 930K Loader would meet the operational needs of the Green Bin Program at its

onset. The major factors which aided Administration in choosing to transfer the existing 930K Loader to the Green Bin Program are as follows:

- 1) The 930K Loader offers the necessary operating specifications needed to load contractors' hauling trucks;
- 2) The 930K Loader has high hours, however, the Loader is reliable, having recently undergone major repairs 2024;
- 3) The 930K Loader operating hours are anticipated to be low at the onset of the Green Bin program due to the staggered launch dates of the County Municipalities;
- 4) Moving the 930K Loader provides the opportunity for cost savings and allows the Authority to extend the useful life of the asset without the need to purchase two new loaders in calendar 2025; and
- 5) Should the existing 930K Loader fail due to breakdown or catastrophic failure, a contingency Loader owned by the Authority would be available to support the Green Bin program should the need arise.

Given the factors highlighted above, Administration proceeded to issue a public request for tender for the supply of one (1) new Loader, which would be used at the Regional Landfill supporting the composting program. The document specified a new 2024 or 2025 model year, with a minimum operating weight of 18,850 KG.

The tender was posted through Bids & Tenders on April 23, 2025 and closed on Thursday, May 22, 2025, at 12:00 p.m. Four submissions were received. All submissions were reviewed for compliance with the tender specifications, but only three met all the requested specifications.

The tender was issued not only for the supply of a Loader but also for an optional preventative maintenance (PM) service contract and an extended powertrain warranty for 5 years or 8,500 hours (whichever comes first). After the period or after the Loader exceeds the contracted hours, the Authority will be required to pay for preventative maintenance on an as-needed basis.

A total of three (3) qualified bids were received, with Toromont CAT submitting the lowest tender bid price of \$385,560 (excluding tax) and providing a guaranteed delivery date of November 17, 2025. The optional maintenance packages included a bid price of \$8.17 per hour for preventative maintenance and \$14,340 for extended powertrain warranty. The table below summarizes the three tenders:

Supply of one 4 Front-End Wheel Loader

Company	Make	Manufacturing Locations	Price (Excl. tax)	Service Contract Options per hour (Excl. tax)	Extended Powertrain Warranty (Excl. tax)
Toromont Equipment Ltd., Concord, ON	Caterpillar 950-01GC	China	\$385,560.00	\$8.17	\$14,340.00
Nors Equipment LP., Mississauga, ON	Volvo L110H	Sweden	\$411,700.00	\$7.76	\$27,460.00
Brandt Tractor Ltd., Regina, SK	John Deere 644 P Tier HL	Iowa, USA	\$459,910.00	\$8.54	\$34,055.00

Financial Implications

The 2025 Operational Plan and Budget included a capital purchase of a front-end loader for the Green Bin program for \$360,000. Should the recommended Loader be purchased, an unfavourable variance would be realized in 2025 for \$32,320 (Caterpillar, Model 950 GC plus non-deductible portion of ITC equals \$392,350 less \$360,000). The capital purchase is funded through the Waste Reduction Reserve, as the 2025 Budget included the purchase of a new front-end loader for the Green Bin program. The 2025 budget will not be impacted as the excess funds will be drawn from the Waste Reduction Reserve. The preventative maintenance and extended powertrain warranty will be paid via Authority's operations.

Recommendation

1. **That** the Board **approve** the purchase of one (1) Caterpillar Model 950-01GC, Front End Wheel Loader from Toromont CAT at a cost of \$385,560.00 plus applicable taxes.
2. **That** the Board **approve** a 5-year, 8,500-hour (whichever comes first) preventative maintenance service contract at a pre-tax cost of \$8.17 per hour for the Caterpillar 950 01GC Front End Wheel Loader as supplied by Toromont CAT.
3. **That** the Board **approve** the purchase of a 5-year, 8,500-hour (whichever comes first) Extended Powertrain Warranty at a pre-tax cost of \$14,340.00 for the Caterpillar 950 01GC Front End Wheel Loader as supplied by Toromont CAT.

Submitted By



Tom Marentette, Manager of Waste Disposal



Essex-Windsor Solid Waste Authority Administrative Report

May 26, 2025

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

From: Tom Marentette, Manager of Waste Disposal

Meeting Date: Tuesday, June 03, 2025

Subject: Extension of the Contract for the Supply of Specialized Equipment Operators

Purpose

The purpose of this report is to provide the Board with information and to recommend that that contract for the Supply of Specialized Equipment Operators be extended for the period January 1, 2026 – December 31, 2031 with an extension option for a period of up to 2 years, at the Authority's discretion, under the existing terms and conditions.

Background

The Authority owns the following pieces of heavy equipment that are operated by specialized external third-party heavy equipment operator contractors at the Essex-Windsor Regional Landfill and at Transfer Station #2:

- A Landfill compactor
- 2 Bulldozers (Main unit & backup)
- Excavator
- Rock truck
- Front end loader (Transfer Station #2)

Since January of 2016, as a result of a competitive procurement process, 1869096 Ontario Limited, operating as Canadian Transfer (the "**Contractor**") has performed the services. The current contract is set to expire on December 31, 2025, with no further extension options included in the existing contract.

Discussion

On May 5, 2020, the Board approved a five-year contract extension with Canadian Transfer for the provision of specialized heavy equipment operators. This decision followed a competitive tendering process in 2015 (for a January 2016 start date) that resulted in only two (2) bids, with a significant price disparity between them. Given the limited market response and favourable pricing, the extension enabled the Authority to continue benefiting from the competitive rates received in 2015.

The original hourly rate of \$51.80 in 2016 has since risen to \$68.17 through annual Consumer Price Index (CPI) adjustments, which are permitted by the terms of the existing contract. Despite this increase, the current rate remains financially favourable in comparison to market trends. Since 2020, inflationary pressures have significantly impacted the costs of labour, materials, and contracted services across the public sector. Industry wide wage increases, particularly in the skilled trades and heavy equipment operation, have substantially outpaced CPI in many cases.

In this environment, securing stable pricing based solely on CPI continues to provide the Authority with a measure of predictability and cost containment. The existing agreement with the Contractor has protected the Authority from the types of sharp contract escalations seen in other jurisdictions and service categories.

The Contractor has demonstrated strong performance throughout the life of the contract, and has consistently provided responsive communication, quality service, and operational flexibility. The Contractor's local presence continues to offer logistical advantages and timely service delivery, which are essential to the Authority's landfill operations. Finally, the Contractor has also indicated its willingness to extend the current agreement under existing terms and conditions, subject only to annual CPI adjustments.

In light of these considerations, Administration recommends a further five-year contract extension with Canadian Transfer, effective January 1, 2026, and ending December 31, 2031. The initial rate for the extension term would be based on the 2025 hourly rate of \$68.17, subject to a CPI adjustment as of January 1, 2026. The contract would also include an option to extend for up to two (2) additional years after the December 31, 2031 expiry of the renewed contract.

Financial Implications

There are no financial implications with regard to extension for the supply of specialized equipment operators at the Regional Landfill and Transfer Station 2, as the expenditure for this will form part of the 2026 Operational Plan and Budget.

Recommendation

That the Board **approve** the extension of the contract for the Supply of Specialized Equipment Operators at the Essex-Windsor Regional Landfill and Essex-Windsor Transfer Station 2 to 1869096 Ontario Limited, operating as Canadian Transfer, for the period of January 1, 2026 to December 31, 2031, with an extension option for a period of up to 2 years at the Authority's discretion, on the same terms and conditions contained in the existing contract, and that the Chair and General Manager be authorized to sign an Amendment to the existing contract to that effect.

Submitted By



Tom Marentette, Manager
of Waste Disposal



**Essex-Windsor Solid Waste Authority
By-Law Number 10-2025**

**Being a By-Law to Authorize the Execution of Agreement between
the Essex-Windsor Solid Waste Authority and Toromont CAT
for the Supply of One (1) Front End Wheel Loader with
Five (5) Year, 8,500-hour (whichever comes first) Preventative
Maintenance Service Contract and purchase of 5-year, 8,500-hour
(whichever comes first) Extended Powertrain Warranty**

Whereas the Essex-Windsor Solid Waste Authority has approved entering into an Agreement with Toromont CAT, for the supply of one (1) Front End Wheel Loader with Five (5) Year, 8,500-hour (whichever comes first) Preventative Maintenance Service Contract and purchase of a 5-year, 8-500 hour (whichever comes first) Extended Powertrain Warranty.

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

- 1) THAT EWSWA hereby approves the acquisition of one (1) Caterpillar Model 950-01GC, Front End Wheel Loader from Toromont CAT at a cost of \$385,560.00 plus applicable taxes.
- 2) THAT EWSWA hereby approves a 5-year, 8,500-hour (whichever comes first) preventative maintenance service contract at a pre-tax cost of \$8.17 per hour for the Caterpillar 950 01GC as supplied by Toromont CAT.
- 3) THAT EWSWA hereby approves the purchase of a 5-year, 8,500-hour (whichever comes first) Extended Powertrain Warranty at a pre-tax cost of \$14,340.00 for the Caterpillar 950 01GC Front End Wheel Loader as supplied by Toromont CAT.
- 4) THAT the term of this Agreement shall reflect the terms and conditions set out in the tender documents.

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

ESSEX-WINDSOR SOLID WASTE AUTHORITY

**Gary McNamara
EWSWA Board Chair**

**Michelle Bishop
General Manager**

**Read a First, Second and Third Time, Enacted and Passed this 3rd Day
of June, 2025.**



**Essex-Windsor Solid Waste Authority
By-Law Number 11-2025**

Being a By-Law to Approve the Extension of the Contract for the Supply of Specialized Equipment Operators at the Essex-Windsor Regional Landfill and Essex-Windsor Transfer Station 2 to 1869096 Ontario Limited, operating as Canadian Transfer, for the period of January 1, 2026 to December 31, 2031, with an extension option for a period of up to 2 years at the Authority's discretion, and that the Chair and General Manager be authorized to sign an Amendment to the existing contract to that affect.

Whereas the Essex-Windsor Solid Waste Authority has approved entering into an extension Agreement with 1869096 Ontario Limited, operating as Canadian Transfer (hereinafter referred to as the Contractor), for the Supply of Specialized Equipment Operators at the Essex-Windsor Regional Landfill and Essex-Windsor Transfer 2, for the period of January 1, 2026 to December 31, 2031, with an extension option for a period of up to 2 years at the Authority's discretion, and that the Chair and General Manager be authorized to sign an Amendment to the existing contract to that affect.

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

- 1) THAT EWSWA hereby approves an extension agreement with 1869096 Ontario Limited, operating as Canadian Transfer.
- 2) THAT the term of the agreement be extended for the period of January 1, 2026 to December 31, 2031, with an extension option for a period of up to 2 years at the Authority's discretion and shall reflect the terms and conditions set out in the original tender documents.

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

ESSEX-WINDSOR SOLID WASTE AUTHORITY

**Gary McNamara
EWSWA Board Chair**

**Michelle Bishop
General Manager**

Read a First, Second and Third Time, Enacted and Passed this 3rd Day of June, 2025.



**Essex-Windsor Solid Waste Authority
By-Law Number 12-2025**

**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 3rd Day of
June, 2025.**