



TO: Mayor and Council

FROM: Jennifer Taylor, Chief Administrative Officer

DATE: February 3, 2021

RE: **Compost Collection**

ISSUE:

The Committee needs to provide direction on compost collection for 2021.

BACKGROUND:

Compost collection has been tendered out since 2014. The Town provides a Tree Chipping Program in accordance with P2018-006.

ALTERNATIVES:

1. The Town can continue to tender out compost collection services.
2. Town staff can provide compost collection services.

FINANCIAL IMPLICATIONS:

There may be financial implications, depending on the alternative chosen.

ANALYSIS:

Some of the considerations include:

- Appropriate equipment (ie. trailer)
- Appropriate staffing
- Dumping location (landfill fees may apply)
- Service standard (pick up frequency and review of Chipping Program/Policy)

If the Town is going to continue to tender this service, a tender package including the basic advertisement, information to bidders, required tender forms and the sample agreement will be presented to Council for authorization to publish.

ADMINISTRATIVE RECOMMENDATION(S):

Administration requests direction from the Committee on this service so that we can budget accordingly.
