



To: Mayor and Council  
From: Paul McMunn, Director of Public Works and Utilities  
Date: July 16, 2025  
Committee of the Whole Date: July 21, 2025  
Title: Waste Management Contract Extensions

☐ For Direction  
☐ For Information  
☒ For Adoption  
☐ Attachment

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**Recommendation: THAT Council of the Corporation of the Town of Smiths Falls authorize an exemption to the Procurement of Goods and Services Bylaw #7850-2004 to permit the execution of two (2) solid waste management contract extensions with Glenview Iron and Metal;**

**AND FURTHER THAT Council authorizes the Mayor and Clerk to enter into amending agreements with Glenview Iron and Metal to extend the following contracts until December 31, 2028, with the option to extend the contracts for two (2) additional one (1) year terms:**

- i) **Collection, Haulage and Disposal of Waste Contract #14-PSG-009**
- ii) **Collection, Haulage and disposal of Waste Utilizing Steel Containers (Dumpsters) for Multi-Residential and Town Facilities Contract #14-PSG-011**

**AND FURTHER THAT Council enters into an agreement with Glenview Iron and Metal for collection of recycling from source locations that are ineligible for collection under the Extended Producer Responsibility program;**

**AND FURTHER THAT Council pass a resolution to lobby the Province through the Association of Municipalities of Ontario (AMO) to advocate that producers be responsible for all costs associated with recycling of all source materials as presented in Committee of the Whole report 2025-065.**

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**Purpose:** The purpose of this report is to advise Council of the status of the Town's waste and recycling program, the local impacts of the Extended Producer Responsibility (EPR) program, and to seek direction on the proposed extension of waste collection contracts in advance of EPR full transition on January 1, 2026.

**Background:** The Town has been serviced by GIM for the management of waste, including recycling since 2014. Contracts with GIM are set to expire on December 31, 2025. The Town has historically managed three (3) separate contracts for waste services as noted below;

- 14-PSG-009 Curbside Waste Collection and Disposal
- 14-PSG-010 Curbside Recycling Collection

- 14-PSG-011 Apartment Container Collection and Disposal (Dumpster Collection for Multi-Residential and Town Facilities)

As of July 1, 2023, the Town transitioned to Extended Producer Responsibility where producers of paper and packaging materials are responsible for managing collection and recycling of these items. As a result, the Town entered into a funding agreement with Circular Materials Ontario (CMO) who are a not-for-profit Producer Responsibility Organization (PRO) for recycling in Ontario. The funding agreement resulted in CMO assuming contractual obligations of the Town's arrangement with GIM until December 31, 2025, at which time CMO will have their own collection contracts in place for January 1, 2026. That said, under the provincial program, the transition to full producer responsibility will result in only residential properties being serviced. Small businesses along the collection route, such as business properties in the downtown core, will not be serviced for recycling collection by CMO as they are considered commercial properties.

**Analysis and Options:** With respect to the proposed extension of existing Solid Waste Management contracts (Contract #14-PSG-009 and Contract #14-PSG-011), staff have consulted with neighbouring municipalities and found that many have opted to extend existing waste contracts related to garbage collection, haulage and disposal, rather than solicit proposals through their public procurement processes. This is largely due to the following;

- Significant cost increases encountered by municipalities issuing new tenders
- The benefit of maintaining service continuity with a known, reliable and local contractor
- The flexibility to negotiate better terms based on existing relationships

Extending the Town's current contract arrangements would ensure the following;

- Cost-effective service delivery
- Avoidance of disruptions during the recycling transition
- Afford time to complete and finalize the Waste Management Master Plan (WMMP) which is currently underway and will include long-term recommendations over a 20-year horizon

Staff propose two (2) options for Council's consideration, as noted below;

**Option 1 (recommended)** – Extend existing Contracts #14-PSG-009 and #14-PSG-011 as noted. Staff are of the opinion that this is a cost effective and low risk approach and maintains current service levels.

**Option 2 (not recommended)** – Do not extend existing Contracts #14-PSG-009 and #14-PSG-011 as noted. This option presents uncertainty related to potential higher service costs and shifts in service models.

With respect to a proposed agreement with GIM for collection of recycling from source locations that are ineligible for collection under the Extended Producer Responsibility program, staff are of the opinion that this arrangement will maintain historical service continuity throughout Town. Staff are in the process of developing options for Council's

consideration related to cost recovery options from subject commercial properties. Staff are preparing to present those options for Council's consideration during 2026 budget deliberations. Staff propose two (2) options for Council's consideration, as noted below;

**Option 1 (recommended)** – Enter into an agreement with GIM to service source locations that are ineligible for collection under the Extended Producer Responsibility program with the understanding that Council will have the opportunity through 2026 budget deliberations to consider cost recovery models to ensure this service is cost neutral.

**Option 2 (not recommended)** – Do not enter into an agreement with GIM to service source locations that are ineligible for collection under the Extended Producer Responsibility program.

Staff are also proposing that Council pass a resolution to direct staff to send a letter to the Association of Municipalities of Ontario to support their lobby efforts with the Province for their action to ensure that all recyclable source materials be managed by producers.

**Budget/Financial Implications:** The proposed extension of Contract #14-PSG-009 would have the following 2026 operating budget implications as noted in Table 1 below.

**Table 1**

Year	Collection (per stop per month)	Disposal (per tonne)
<b>2025</b>	<b>\$5.17</b>	<b>\$128.48</b>
<b>2026 (proposed)</b>	<b>\$6.39</b>	<b>\$138.00</b>
<b>Percentage Increase</b>	<b>23.6%</b>	<b>7.4%</b>
<b>2026 Cost Increase</b>	<b>\$62,234.64</b>	<b>\$22,848.00</b>
<b>2026 Total Cost Increase</b>	<b>\$86,580.09 (including net HST)</b>	

Note: Currently there are 4,251 stops for residential garbage collection. Estimated garbage tonnage for 2025 is 2,400 tonnes. GIM has advised that disposal tipping fees at the Moose Creek landfill increased by 14% in 2024. Proposed rates reflect the current financial realities of landfill waste disposal.

The proposed extension of Contract #14-PSG-011 would have the following 2026 operating budget implications as noted in Table 2 below.

**Table 2**

Year	Disposal (per tonne)
<b>2025</b>	<b>\$128.48</b>
<b>2026 (proposed)</b>	<b>\$138.00</b>
<b>Percentage Increase</b>	<b>7.4%</b>
<b>2026 Total Cost Increase</b>	<b>\$5,328.15 (including net HST)</b>

Note: GIM has proposed no additional collection fee increases other than annual CPI increases going forward. Additional costs are related to a 7.4% increase for disposal. Estimated garbage tonnage for 2025 is 550 tonnes.

GIM has proposed 2026 costing for collection and haulage of recycling from non eligible source locations (commercial properties). There are 220 locations that the Town has historically serviced. GIM has proposed a flat fee of \$64,200.00 (plus HST) annually for collection, and \$250.00 (plus HST) per tonne for processing costs. Staff have estimated that volumes for weekly collection would be approximately 0.5 tonnes, which would be 26 tonnes per year. At \$250.00 per tonne, this equates to \$6,500.00 (plus HST) annually. The total annual cost for 2026 would be \$71,944.32 with net HST. This equates to \$27.25 per month per property to service non eligible source locations.

The total operating budget increase for 2026 would be \$163,852.56. This represents a 20.63% increase from the approved 2025 operating budget. This percentage increase does not consider revenue from bag tag sales, nor does it consider any form of cost recovery for servicing non eligible source locations. Assuming full cost recovery for servicing non eligible source locations, as well as bag tag revenue (assuming \$18,000 in annual bag tag sales revenue), that percentage increase could be reduced to 9.3%.

**Link to Strategic Plan (2023-2026):** NA

**Existing Policy:** By-Law no. 7850-2004, Policies respecting the procurement of goods and services

**Consultation:** Circular Materials Ontario, Glenview Iron and Metal, Environmental Technologist

**Attachment:** NA

**Notes/Action (space for Council Member's notes):**

Respectfully Submitted:

Approved for agenda by:

Original Copy Signed  
Paul McMunn, C.E.T.  
Director of Public Works and Utilities

Original Copy Signed  
Malcolm Morris, CMO  
CAO