



# OPERATIONS COMMITTEE AGENDA

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Operations Committee Meeting  
**Monday, July 9, 2018**  
Tom Davies Square

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**COUNCILLOR ROBERT KIRWAN, CHAIR**

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**Evelyn Dutrisac, Vice-Chair**

8:30 a.m. OPERATIONS COMMITTEE MEETING  
COUNCIL CHAMBER

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## **DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

### **CONSENT AGENDA**

(For the purpose of convenience and for expediting meetings, matters of business of repetitive or routine nature are included in the Consent Agenda, and all such matters of business contained in the Consent Agenda are voted on collectively.

A particular matter of business may be singled out from the Consent Agenda for debate or for a separate vote upon the request of any Councillor. In the case of a separate vote, the excluded matter of business is severed from the Consent Agenda, and only the remaining matters of business contained in the Consent Agenda are voted on collectively.

Each and every matter of business contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

## **CORRESPONDENCE FOR INFORMATION ONLY**

- C-1. Report dated June 21, 2018 from the General Manager of Growth and Infrastructure regarding Update - Food & Organic Waste . **4 - 11**  
**(FOR INFORMATION ONLY)**  
(This report provides an update on the recently released Provincial Food & Organic Waste Framework and a status update on the new long term processing system review.)
- C-2. Report dated June 21, 2018 from the General Manager of Growth and Infrastructure regarding Solid Waste Advisory Panel - Update and Recommendations: Landfill & Landfill Diversion 2018. **12 - 14**  
**(FOR INFORMATION ONLY)**  
(This report provides an update on items reviewed and recommended by the Solid Waste Advisory Panel for the year 2018.)

## **REGULAR AGENDA**

### **MANAGERS' REPORTS**

- R-1. Report dated June 21, 2018 from the General Manager of Growth and Infrastructure regarding Collection of Large Furniture & Appliances. **15 - 44**  
**(RESOLUTION PREPARED)**  
(This report describes the City's current Large Furniture & Appliance program, enforcement details, additional service options and measures.)
- R-2. Report dated June 26, 2018 from the General Manager of Growth and Infrastructure regarding Annual Pedestrian Crossover Program Update. **45 - 52**  
**(RESOLUTION PREPARED)**  
(This report provides an update on the City of Greater Sudbury Pedestrian Crossover Program, including information on monitoring and compliance of those pedestrian crossovers installed in previous years.)

### **ADDENDUM**

### **CIVIC PETITIONS**

## **QUESTION PERIOD AND ANNOUNCEMENTS**

## **NOTICES OF MOTION**

## **ADJOURNMENT**

## For Information Only

### Update - Food & Organic Waste

Presented To: Operations Committee

Presented: Monday, Jul 09, 2018

Report Date: Thursday, Jun 21, 2018

Type: Correspondence for Information Only

### Resolution

For Information Only

### Relationship to the Strategic Plan / Health Impact Assessment

This report refers to operational matters.

### Report Summary

This report provides a high level review of the Food and Organic Waste Framework released by the Province on April 30, 2018 and a preliminary impact to Greater Sudbury.

This report also provides an update on the review process for a new long term processing system for food and organic waste.

### Financial Implications

There are no financial implications associated with this report at this time. As staff further review the Food and Organic Waste Framework and ensure we are in compliance, the cost associated with these changes will be identified and presented to the Operations Committee.

#### Signed By

##### **Report Prepared By**

Chantal Mathieu  
Director of Environmental  
*Digitally Signed Jun 21, 18*

##### **Health Impact Review**

Chantal Mathieu  
Director of Environmental  
*Digitally Signed Jun 21, 18*

##### **Financial Implications**

Jim Lister  
Manager of Financial Planning and  
Budgeting  
*Digitally Signed Jun 21, 18*

##### **Recommended by the Department**

Tony Cecutti  
General Manager of Growth and  
Infrastructure  
*Digitally Signed Jun 22, 18*

##### **Recommended by the C.A.O.**

Ed Archer  
Chief Administrative Officer  
*Digitally Signed Jun 25, 18*

# Background

## *Provincial Food and Organic Waste Framework*

The Ministry of the Environment and Climate Change released the Food and Organic Waste Framework on April 30, 2018. The Food and Organic Waste Framework consists of two complementary components:

1. ***The Food and Organic Waste Action Plan*** - This plan outlines strategic commitments to be taken by the Province to promote food waste prevention, reduction and resource recovery. Some of these initiatives are listed below:
  - Work with partners to develop promotion and education tools to support food waste prevention and reduction.
  - Enhance and incorporate waste reduction and resource recovery activities within schools.
  - Work with the Government of Canada on preventing food waste.
  - Work with partners to support innovative approaches and tools to rescue surplus food.
  - Develop food safety guidelines to support the safe donation of surplus food.
  - Support research aimed at reducing and recovering food and organic waste.
  - Develop data collection mechanisms for measuring progress in waste reduction and resource recovery of food and organic waste.
  - Amend the 3Rs Regulations to include food and organic waste and increase resource recovery across the IC&I sector.
  - Ban food and organic waste from ending up in disposal sites. A phase in approach commencing in 2022 is being considered.
  - Support resource recovery of food and organic waste in multi-unit residential buildings.
  - Develop best management practices to support effective use of public waste receptacles.
  - Review existing approval processes and requirements for resource recovery systems using a modern regulatory approach.
  - Require standardized training for owners and operators of resource recovery systems that undertake composting and anaerobic digestion.
  - Review its D-Series Land Use Compatibility Guidelines to support the development of resource recovery systems.
  - Support healthy soils with strong standards and clear requirements for the use of soil amendments, while protecting the environment and human health.
  - Review regulatory approaches related to soil amendments.
  - Promote the on and off-farm end-use of soil amendments made from recovered organic resources.

- Promote the use of soil amendments as part of the Agricultural Soil Health and Conservation Strategy.
- Support development of renewable natural gas including consideration for linkages to food and organic waste.
- Support green procurement practices, including the use of end-products, such as compost and digestate (digestate is the solid or liquid material that results from the treatment of anaerobic digestion materials in a mixed anaerobic digestion facility).

2. ***The Food and Organic Waste Policy Statement*** - The “Policy Statement” falls under the Resource Recovery and Circular Economy Act and provides direction to the province, municipalities, producers, Industrial, Commercial and Institutional sector (e.g. retailers, manufacturers, hospitals, schools), the waste management sector and others to further the Provincial interest in waste reduction and resource recovery as it relates to food and organic waste.

A high level review of the “Policy Statement” has been conducted by staff and the preliminary analysis and impact to Greater Sudbury is listed below:

- ***Municipalities must maintain existing or expand municipal curbside collection service of source separated food and organic waste, so that residents have access to convenient and accessible collection services.***

The City of Greater Sudbury is compliant with this requirement. All residents on the City’s curbside collection program have access to and can participate in the weekly Green Cart organic collection program and the weekly Leaf & Yard Trimmings collection program.

The Province has also set a target and Greater Sudbury must reduce food and organic waste by 70% by 2023. The new waste collection policies approved by Council in 2016 will assist with meeting this target. Further analysis regarding this target will be made once the Province develops guidelines for measuring progress (i.e. clarification on the types of food and organic waste collected for resource recovery, guidelines for establishing a baseline measurement used for measuring progress and clarification on how prevention, the rescue of surplus food and resource recovery efforts can be counted towards the targets).

- ***Where collection is not provided to residents, Greater Sudbury must provide for the resource recovery of food and organic waste through means such as home composting, community composting and local event days.***

The City of Greater Sudbury is compliant with most aspects. Home composters are sold from the City’s Recycling Centre on Frobisher Street. Residents without municipal curbside collection services may dispose of the food and organic waste at the Sudbury, Azilda and Hanmer Landfill or the Walden Small Vehicle Transfer Station. Each site has a designated area or container for leaf & yard trimmings and organic waste.

Staff is reviewing whether the City will be required to install organic and leaf & yard trimmings containers at the City's 13 residential waste drop-off depots. A follow-up report will be provided to the Committee, including whether there is a requirement for additional resources.

- ***Municipalities shall provide promotion and education materials to residents that support and increase participation in resource recovery efforts available to residents in their community. Municipalities shall also develop and implement their own promotion and education programs aimed at preventing food waste. The focus of the education program should primarily be on reaching consumers directly through information that will assist consumers in preventing and reducing food waste.***

The City of Greater Sudbury provides information in various formats to increase participation in resource recovery efforts. However, additional resources may be required to meet each Provincial target level and to develop materials for the prevention and reduction of food waste. A follow-up report will be provided to the Committee, including whether there is a requirement for additional resources.

- ***Municipalities should ensure that their official plans, zoning bylaws, plan of subdivision approvals and site plan approvals support the resource recovery of food and organic waste for their residents.***

The Planning Division has been advised and they will review the requirements.

- ***By-laws must be made consistent with the Policy Statement by April 30, 2020.***

This requirement will be completed as part of the consolidated update to the Waste Management By-law.

- ***Multi-unit residential buildings shall provide collection of food and organic waste to their residents, implement best practices to support convenient access and shall provide promotion and education materials to residents.***

The City of Greater Sudbury currently has a voluntary program available to multi-unit residential buildings on a cost recovery system. However, no building has voluntarily joined the program.

A business case to address the anticipated regulatory requirement was developed in 2018. With the requirement now confirmed, staff will review the new Provincial requirement and provide the Committee with an updated report in 2019.

The Province has set a target that multi-unit residential buildings must reduce food and organic waste by 50% by 2025.

- ***All retail shopping establishments, retail shopping complexes, office buildings, restaurants, hotels and motels and large manufacturing establishments, subject to O. Reg. 103/94 under the Environmental Protection Act, that generate 300 kilograms or more of food and organic waste per week shall source separate food and organic waste and shall provide users of these facilities promotion and education materials.***

The Province has set a target for these establishments and they must reduce food and organic waste by 70% by 2025.

***and***

- ***All retail shopping establishments, retail shopping complexes, office buildings, restaurants, hotels and motels and large manufacturing establishments, not subject to O. Reg. 103/94 94 under the Environmental Protection Act, that generate 300 kilograms or more of food and organic waste per week shall source separate food and organic waste and shall provide users of these facilities promotion and education materials.***

The Province has set a target for these establishments and they must reduce food and organic waste by 50% by 2025.

The City of Greater Sudbury has limited capacity to process large quantities of food and organic waste from these establishments. A limited program was established in 2018 and staff is currently working with ConverGen (a Greater Sudbury Utility company) to develop long term processing capacity.

- ***All other retail shopping establishments, retail shopping complexes, office buildings, restaurants, hotels and motels and large manufacturing establishments that generate less than 300 kilograms of food and organic waste per week should source separate food and organic waste.***

The City of Greater Sudbury has developed a program for these smaller generators of food and organic waste. The program was developed in 2018 and is called the Biz Cart program.

- ***Educational institutions and hospitals, subject to O. Reg. 103/94 under the Environmental Protection Act, that generate 150 kilograms or more of food and organic waste per week shall source separate food and organic waste.***

The City of Greater Sudbury has established a program for educational facilities and those facilities are aware of the program. The local hospital recently submitted an application for their Ramsey Lake location under the City's limited IC&I organic waste processing program.

The Province has set a target for these establishments and they must reduce food and organic waste by 70% by 2025.

- ***Owners and operators of resource recovery systems shall manage source separated waste streams in a manner that limits contamination; uses appropriate technologies that can effectively recover collected materials; not direct or send source separated food and organic waste for disposal.***

The City of Greater Sudbury owns and currently contracts the operation of the resource recovery (processing) system to the operator of the Sudbury Landfill & Waste Diversion Site.

- ***To promote effective and efficient resource recovery, owners and operators of resource recovery systems may adopt financial measures that encourage generators to maximize resource recovery and discourage disposal.***

The City of Greater Sudbury has established various measures to encourage resource recovery and discourage disposal. For example, a fee is not applied for leaf & yard trimmings segregated from garbage and delivered to our processing sites.

- ***Municipalities and owners and operators of resource recovery systems that process food and organic waste are encouraged to support new technology and innovation to recover compostable products and packaging.***

The option of recovering compostable products and packaging will be considered as part of the new long term processing system review.

- ***Municipalities and other planning authorities should protect existing and planned resource recovery systems from incompatible uses and plan for new systems, where appropriate, to meet projected needs.***

The City of Greater Sudbury is maintaining the current processing systems and is currently reviewing a new long term processing system that will meet projected needs.

- ***Municipalities and other planning authorities are encouraged to pursue regional approaches to address food and organic waste resource recovery capacity needs, including supporting resource recovery systems that build economies of scale for food and organic waste processing.***

The current review of a new long term processing capacity is considering selling spare capacity to other municipalities.

- ***To ensure appropriate siting and compatibility between uses and adjacent uses, municipalities shall ensure that approvals for new or expanded resource recovery systems address the D-Series Land Use Compatibility Guidelines and the Guideline for the Production of Compost in Ontario.***

The current review of new processing capacity is considering the appropriate siting characteristics that would be required for the short listed new long term processing systems.

- ***Owners and operators of resource recovery systems***
  - ***that create digestate are encouraged to maximize any energy captured to reduce greenhouse gas emissions.***
  - ***should develop outreach plans that ensure regular engagement of local communities, as well as processes to address public complaints, resolve disputes and communicate mitigation measures.***
  - ***that create compost should promote the use and benefits of compost; Educate users on the rules and best practices for using compost and make compost convenient and accessible to residents, community groups, farmers and services that could benefit from using compost.***
  - ***that create compost, digestate or other high-quality soil amendments should promote the beneficial use of these materials to create agricultural soil amendments that improve the quality of existing soils and promote the growth of crops, groundcover or other vegetation.***
  - ***that recover organic resources should increase the beneficial use of recovered organic resources to build soils where they previously did not exist, where it is safe and appropriate to do so.***

The City of Greater Sudbury does not produce digestate. The City of Greater produces compost and when available promotes its availability and benefits.

Public complaints are managed centrally through the City's 3-1-1 system. The system is well established and logs public complaints and resolutions.

- ***Municipalities should consider how their existing policies or procedures could encourage the use of compost, digestate and other soil amendments, such as facility and site maintenance, development, site and facility approvals, and green procurement.***

The City of Greater Sudbury encourages the use of compost for site development and as an alternative to top soil.

Each legislated requirement that the City has not met, in part or in whole, is expected to increase program requirements and costs. However, these costs will be offset in the future from deferred capital costs associated with landfill cell closures and the siting and construction of a new landfill.

## ***Update on the New Long Term Processing System Review for Food & Organic Waste***

The current Organic Composting Area is located in the southwest part of the Sudbury landfill disposal footprint. The area was constructed on top of buried garbage and will need to be relocated once the area is required for landfilling or once the site receives more than 100 tonnes per operating day. The system currently receives approximately 10% of the permitted capacity and can accommodate the expected increases over the next few years from the residential sector, educational facilities and a small portion of IC&I generators.

The current system will not be adequate for the anticipated volumes generated from a landfill ban and the majority of food and organic waste from the IC&I sector. For this reason, staff have expedited a review for a new processing system and are collaborating with ConverGen (a Greater Sudbury Utilities company) on this project.

A project consultant was hired in March 2018 and staff held a kick-off meeting with the consultant in late April 2018. Since that time, the consultant has prepared two technical memorandums. These memorandums covered background reviews, assumptions and identified appropriate technologies. The final feasibility study report is due this September.

Additional information will be provided to the Committee in early 2019.

## For Information Only

### Solid Waste Advisory Panel - Update and Recommendations: Landfill & Landfill Diversion 2018

Presented To: Operations Committee

Presented: Monday, Jul 09, 2018

Report Date Thursday, Jun 21, 2018

Type: Correspondence for Information Only

### Resolution

For Information Only

### Relationship to the Strategic Plan / Health Impact Assessment

This report refers to operational matters.

### Report Summary

This report provides a summary of the two landfill and landfill diversion reports reviewed by the Solid Waste Advisory Panel in 2018.

Report one deals with the extension of landfill and transfer hours of operation on Sundays and report two provides information on the mattress and box spring pilot project.

### Financial Implications

There are no financial implications to maintain the current level of service.

#### Signed By

##### Report Prepared By

Aziz Rehman  
Manager of Waste Processing & Disposal Services  
*Digitally Signed Jun 21, 18*

##### Health Impact Review

Aziz Rehman  
Manager of Waste Processing & Disposal Services  
*Digitally Signed Jun 21, 18*

##### Division Review

Chantal Mathieu  
Director of Environmental  
*Digitally Signed Jun 21, 18*

##### Financial Implications

Jim Lister  
Manager of Financial Planning and Budgeting  
*Digitally Signed Jun 21, 18*

##### Recommended by the Department

Tony Cecutti  
General Manager of Growth and Infrastructure  
*Digitally Signed Jun 22, 18*

## Background

The Solid Waste Advisory Panel functions as Council's public liaison on current solid waste management issues. The Panel's primary objectives are to:

- increase waste diversion and recycling efforts; and
- for the dissemination, review and exchange of solid waste information

The Panel met on June 5<sup>th</sup>, 2018.

Five reports were presented and reviewed with the Panel members. Two reports relate to landfill and landfill diversion and a summary of each report are listed below. Staff will review each report summary and be available for questions or direction.

### **2018 Solid Waste Advisory Report Summaries – Landfill & Landfill Diversion**

*Report # 1 – Extending Landfill Hours of Operation in 2021:* In 2016, Council approved the implementation plan for the new waste collection policies. In the plan, staff indicated that options to deal with potential storage issues would be reviewed and reported back to Council. One of these options was the extension of landfill operating hours to Sundays in the summer months.

The annual cost for a full day during the Summer was estimated at \$607,947.40 (excluding taxes) and the annual cost for half a day was estimated at \$383,513.90 (excluding taxes).

It was also identified that the majority of municipalities that have every other week garbage collection services do not operate landfills on Sundays. Residents in those communities have been able to manage their waste with their weekly green cart and recycling collection services. The periodic generation of extra garbage, can either be handled with the purchase of garbage bag tags or by the delivery to the landfill sites between Mondays to Saturdays.

For these reasons, the Panel supported maintaining the current landfill & transfer station operating hours following the changes in 2021.

*Report # 2 – Recycling Mattresses and Box Springs:* An overview of the challenges associated with the disposal of mattresses and box springs and the pilot projects to recycle these items was provided. A total of 874 mattresses and box springs were diverted during the pilot projects. Although the pilots were a success and proved to save landfill space, staff will conduct additional analysis during the 2018/2019 period and include provisional pricing to recycle these items in future operating contracts. A report to establish a permanent program will be prepared for the Operations Committee in 2019.

Staff also expects that these items will be designated under the Ontario Resource Recovery and Circular Economy Act. This means that producers will be environmentally accountable

and financially responsible for these items. If the designation and adequate funding becomes available, staff will implement the recycling program within those guidelines and report back to the Operations Committee. The Panel was supportive of this position.

## **Conclusion**

Extending the landfill hours of operation on Sundays following the waste collection policy changes in 2021 would provide some added convenience, but at a significant cost to the operating program. With a little effort, residents can divert the majority of their waste by participating in existing programs and for the periodic generation of extra waste, residents can purchase garbage bag tags or visit their landfill site which is open six days per week.

If the Committee wishes to pursue one of the options for extending the hours of operation, it would be appropriate to direct staff to prepare a business case for consideration in the 2020 budget deliberations.

The pilot for diverting mattresses and box springs was successful. Additional analysis will be conducted during the 2018/19 period and staff will report back in 2019 on options to establish a permanent program in 2020.

Presented To:	Operations Committee
Presented:	Monday, Jul 09, 2018
Report Date	Thursday, Jun 21, 2018
Type:	Managers' Reports

## Request for Decision

### Collection of Large Furniture & Appliances

#### Resolution

Resolution One:

THAT the City of Greater Sudbury directs staff to request optional pricing in the next waste collection tender for the collection of Large Furniture & Appliances within two business days, as outlined in the report entitled “Collection of Large Furniture & Appliances”, from the General Manager of Growth and Infrastructure, presented at the Operations Committee meeting on July 9, 2018.

Resolution Two:

THAT the City of Greater Sudbury directs staff to develop a progressive enforcement system to deal with waste management issues as outlined in the report entitled “Collection of Large Furniture & Appliances”, from the General Manager of Growth and Infrastructure, presented at the Operations Committee meeting on July 9, 2018.

#### Relationship to the Strategic Plan / Health Impact Assessment

This report refers to operational matters.

#### Report Summary

This report provides a summary of the service levels and enforcement abilities available under the current roadside collection of Large Furniture and Appliances.

This report also recommends two changes in order to address concerns brought forward at a previous Operations Committee meeting.

#### Financial Implications

There are no financial implications associated with this report at this time.

#### Signed By

**Report Prepared By**

Renee Brownlee  
Manager of Solid Waste and  
Administrative Services  
*Digitally Signed Jun 21, 18*

**Health Impact Review**

Renee Brownlee  
Manager of Solid Waste and  
Administrative Services  
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**Division Review**

Chantal Mathieu  
Director of Environmental  
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**Financial Implications**

Jim Lister  
Manager of Financial Planning and  
Budgeting  
*Digitally Signed Jun 21, 18*

**Recommended by the Department**

Tony Cecutti  
General Manager of Growth and  
Infrastructure  
*Digitally Signed Jun 22, 18*

**Recommended by the C.A.O.**

Ed Archer  
Chief Administrative Officer  
*Digitally Signed Jun 25, 18*

If resolution one is approved, staff will report back to the Operations Committee on the financial implications related to this service level enhancement following the tender closing.

## BACKGROUND

On December 4, 2017, staff presented information regarding the City's Large Furniture & Appliance program to the Operations Committee. The Committee requested additional information and this report responds to that request.

### *Current Program – Large Furniture & Appliances*

#### **Large Furniture & Appliances: Collection System for Eligible Properties**

Residents in low density residential properties (6 residential units or less) are permitted to place eligible Large Furniture & Appliances at the roadside after 8 p.m. on the evening prior to their collection day and no later than 7 a.m. on their regular collection day. Items are not to be placed on top of snow banks, on the sidewalk or travelled roadway. Collection from private property is not provided.

Many items placed out for collection will be collected the following day along with the resident's regular garbage bags. Items that are not collected on the resident's regular collection day may include extremely large items unable to fit in the waste collection vehicle (i.e. king size mattresses & box springs, cement laundry tubs etc.) or items that are segregated for recycling (i.e. stoves, freezers, defined large metal items, computer monitors, televisions etc.). These items are scheduled for collection and a Contractor must collect the items within four business days.

Residents who wish to place items at the roadside outside of permitted times above may call City Services or fill out the on-line furniture and appliance request for pick-up form. These requests are received by the Environmental Services Division the following business day and sent to the appropriate collection crew/contractor who will collect the item within 4 business days.

Where items left for collection appear to be waiting longer than five days, it is often the result of items being placed out for pick-up too early, or the City being unaware that the item requires pick-up because the notice process wasn't used. For instance, a television placed roadside on a Sunday would only be noted for collection by the waste collection crew that drives by the resident's home on their regular collection day of Friday. The television would then be added to a separate collection list and the contractor would have up to 4 days to collect the television. In this example, the television would have been at the roadside for twelve days.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					Regular Collection Day	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Request to collect TV sent (Day 1)	(Day 2)	(Day 3)	TV collected (Day 4)	Regular Collection Day	

## **Large Furniture & Appliances: Non-Eligible Properties**

High density residential properties (7 residential units or more) on the City's collection system must provide their tenants with an on-site storage area for Large Furniture & Appliances. This area must be well maintained and the property owner must arrange for the collection and disposal of these items.

Tenants or properties without City collection services must arrange for the collection and disposal of these items privately.

## **Enforcement System**

Enforcement for items placed out too early is complaint driven. When a problem is identified, the Field Officer will attempt to resolve the matter by making contact with the property owner in person or by making use of the various educational materials available. The goal of this process is to obtain voluntary compliance in a timely manner.

In the event of non-compliance, the Field Officer may issue formal written warnings, Orders to Clean (Remove), or fines pursuant to the Waste Management By-law. The Order to Clean (Remove) is a letter that is issued to the property owner requiring that the item be removed within 24 hours or immediately if the property has a history of repetitive problems. In the event that the Order is not complied with, the waste is removed by the City and the cost of the clean-up is billed to the property owner.

In 2017, the Field Officer issued fifty Orders to Clean (Remove). In 70% of the cases, the subject property owner satisfactorily resolved the complaint after the initial visits.

## ***Service Levels in Other Municipalities***

Municipal Councils determine service levels for large furniture and appliance waste pickup. There are a range of service level options. Examples exist where no roadside collection is provided and where roadside collection is provided with or without an additional fee. Similarly, service levels may include upset limits based on factors determined by Council (e.g. size, number of items), or they may only be available on a seasonal basis.

## ***Future Legislation***

Under the Ontario Resource Recovery and Circular Economy Act, 2016, more and more items are set to be designated under the producer responsibility regulation. The target for mattresses and furniture is set for the year 2020 with additional items to be designated in 2023-24.

Producer responsibility regulation means that producers will be environmentally accountable and financially responsible for recovering resources and reducing waste associated with their products and packaging. Although no specific details on how these items will be recovered, staff anticipates consultation from producers will be undertaken once the Minister of the Environment and Climate Change designates these items under the regulation. The new legislation may impact the City's current program or require that the City follows specific guidelines in order to receive funding.

## ***Summary of Greater Sudbury's Current Service Level***

Residents may request an unlimited number of large item pickups using a call-in process that alerts staff about the need for large item pickups. These items are picked up within five business days of the resident's regular collection day at no additional cost to the resident.

Many large items are collected on the resident's regular garbage collection day, along with their bagged garbage. The quantity of collected large items and its associated cost is unknown since the items are mixed with the bagged garbage.

Approximately 244 tonnes of large items were collected separately in 2017. The annual cost to provide this service to all eligible residents was approximately \$152,000 + taxes.

It would be reasonable to describe current service levels in the City of Greater Sudbury as higher than other typical municipal large item pickup services. The city's acceptance of an unlimited number of large furniture & appliance pickups without an additional fee are the noteworthy differences.

## ***Recommendations***

At the December 4<sup>th</sup>, 2017 meeting, Committee members highlighted two main concerns. The first was timing and the second was placement. Timing referred to items being out for collection too early or either too long at the roadside. The other concern was that items were being placed on the sidewalk and blocking pedestrian access or impeding snow removal operations.

Staff can recommend two possible changes to address these concerns:

The first change would be to request optional pricing in the upcoming waste collection tender in order to evaluate the difference between collecting large furniture & appliances within two business days rather than four business days. The analysis of the potential service level enhancement would be reported back following the tender closing.

The second change would be to develop a progressive enforcement system to deal with problematic properties. Problematic properties on the City's collection system tend to be multi-unit residential properties and neighbors are quick to inform the City of various waste collection issues.

The progressive enforcement system would be used to handle various violations/offenses of the waste management by-law, including timing and placement. The progressive enforcement system would advise the property owner in writing on the first violation and suggest methods to improve the situation. Notices for repeat offenses under a progressive enforcement system would be accompanied with a fee. The fee is expected to deter infractions and reduce non-compliance with problematic properties. Subject to Council's approval, staff would develop this program and bring it back to Council for further review before implementing it.



## Request for Decision

### Solid Waste Advisory Panel - Update and Recommendations 2017

Presented To:	Operations Committee
Presented:	Monday, Dec 04, 2017
Report Date	Tuesday, Nov 07, 2017
Type:	Managers' Reports

#### **RESOLUTION**

Resolution #1:

THAT the City of Greater Sudbury approves the removal of the 24 hour notice period for Orders to Clean (Remove) as outlined in the report entitled "Solid Waste Advisory Panel – Update and Recommendations 2017" from the General Manager of Growth and Infrastructure, presented at the Operations Committee meeting on December 4, 2017.

Resolution #2:

THAT the City of Greater Sudbury directs staff to proceed with the development of a household battery collection program as outlined in the report entitled "Solid Waste Advisory Panel – Update and Recommendations 2017" from the General Manager of Growth and Infrastructure, presented at the Operations Committee meeting on December 4, 2017.

#### **RELATIONSHIP TO THE STRATEGIC PLAN / HEALTH IMPACT ASSESSMENT**

This report refers to operational matters.

#### **REPORT SUMMARY**

This report provides a summary of the eleven reports reviewed by the Solid Waste Advisory Panel in 2017.

This report also seeks approval to remove the 24 hour notice period for "Orders to Clean (Remove)" and approval to proceed with the development of a household battery collection program.

#### **Signed By**

##### **Report Prepared By**

Chantal Mathieu  
Director of Environmental  
*Digitally Signed Nov 7, 17*

##### **Health Impact Review**

Chantal Mathieu  
Director of Environmental  
*Digitally Signed Nov 15, 17*

##### **Financial Implications**

Liisa Brule  
Coordinator of Budgets  
*Digitally Signed Nov 15, 17*

##### **Recommended by the Department**

Tony Cecutti  
General Manager of Growth and Infrastructure  
*Digitally Signed Nov 15, 17*

##### **Recommended by the C.A.O.**

Ed Archer  
Chief Administrative Officer  
*Digitally Signed Nov 15, 17*

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

**Supporting Documents****Supporting Documents**

1. Report with Appendices

[pdf](#)

AgendasOnline

## **Background**

The Solid Waste Advisory Panel functions as Council's public liaison on current solid waste management issues. The Panel's primary objectives are to:

- increase waste diversion and recycling efforts; and
- for the dissemination, review and exchange of solid waste information

The Panel met on June 21<sup>st</sup> and October 25<sup>th</sup>, 2017. Panel members were also invited to a tour of the Recycling Centre and the Household Hazardous Waste Depot on June 8, 2017.

Eleven reports were presented and reviewed with the Panel members. Seven reports are for information only, unless the Committee directs staff to proceed in a different manner and two reports require approval of the Committee to proceed.

A summary of the 2017 Solid Waste Advisory Reports are listed below. Staff will review each report summary and be available for questions or direction.

### **2017 Solid Waste Advisory Report Summaries**

Report # 1 – An overview of the new support programs for diaper waste, cloth diapers, medical circumstances and pet waste was provided. The report was received for information only and one action item was created for the medical circumstances program. The action item was to consider whether a resident with a long term medical condition could avoid the renewal process. Staff has indicated that this is under review and a follow-up report would be provided.

Report # 2 – An overview of the Home Visit Educational Program Plan was provided. The plan seeks to educate residents within their home on how to successfully and effortlessly meet the garbage unit limit by participating in various waste diversion programs.

Report # 3 – An overview on the distribution of various waste diversion equipment was presented, including the budget spent to date. An increase in equipment distribution was noted since the reduction in the garbage collection limit.

Report # 4 – An overview of field education and inspections program was provided. The report outlined the various tools used to educate residents in the field and the formal steps taken in the event of non-compliance. A sample door hanger that is used by the Field Officer is provided in Appendix A.

Report # 5 – An overview of the Large Furniture & Appliance program was provided. Staff described the current list of eligible items, non-eligible items and alternatives for collection, diversion and disposal (refer to Appendix B). The Panel did not request any changes to

the current program other than minor clarification points. This included an increase focus that residents are not required to remove the CFCs from appliances, minor wording changes on two eligible items and that an acknowledgement response be provided when scheduling collection of large furniture and appliances on the future waste app feature. The Panel did support diverting additional items in this category for recycling once funding is available.



Report # 6 – An overview of Ontario’s new waste management framework as it relates to the blue box program was provided. Staff have been and continue to participate in a consultative process on the possible transition of the blue box program to stewards. Staff will be providing a report to the Operation’s Committee once additional details are available.

Report # 7 – An overview on the type of waste diversion equipment provided or sold was reviewed including the upcoming equipment tender. Staff will be including two new items in this tender. The first will be pricing for blue box lids. Once this pricing is received, staff will report back with options. The second item will be pricing for the “Leaf Buddy”. The “Leaf Buddy” is a large capacity container with lid for leaf and yard trimming material. This large container with lid was originally titled the “Big Green” during the trial period.



However, the “Big Green” on several occasions was used for green cart organics and caused collection confusion. Therefore, the replacement container will be a different colour and sold at cost.

Report # 8 – In the waste collection policy implementation plan of 2016, staff indicated the potential development of additional diversion programs for textiles and household batteries. Both these programs were reviewed with the Panel.

A textile program, although beneficial to local waste diversion efforts was not recommended by staff due to excessive cost (>\$500,000) and the possible interference with the upcoming changes to the blue box program. The Panel supported this position.

A household battery collection program was recommended by staff and supported by the Panel. Household batteries are found to be the most misplaced hazardous waste item found in the garbage stream despite various efforts to improve the situation. The initial collection cost aspect of the program is expected to be approximately \$8,000 per year. At this time, staff is requesting approval to proceed with the development of a detailed program and return to the Committee for final approval.



Report # 9 – An overview of the “Order to Clean (Remove)” process was reviewed with the Panel. Staff has authority to provide written notices to persons to remove waste that is not authorized under the Waste Management By-law. These notices are only used when traditional communication tactics have failed to provide the necessary results. The notice typically includes a 24 hour period in order for the person to rectify the situation. In most cases, the situation is handled by the property owner. When the situation is not handled by the property owner, the City would arrange to have the waste removed and the property owner would be sent an invoice for this work. The purpose of the report was to receive support to have the minimum 24 hour notice period removed from the by-law in order to deal with situations that are considered hazardous, dangerous or for repeat offenders. A notice would be delivered to the property, the waste would be immediately removed from the roadside and the property owner would be sent an invoice. The Panel supported this recommendation and staff is requesting approval from the Committee to proceed with the by-law amendment.

Report # 10 – Staff provided the Panel with litter prevention options near landfill sites and discussed current litter abatement programs. The three options included posting signs leading to the sites, handing out flyers to site users and developing a warning and fee system for site users that litter by not securing their load. The Panel agreed that the current litter abatement process and handing out flyers would suffice.

Report # 11 – A report on various statistics in a new infographic style was provided to the Panel. A few corrections and request for changes were noted in the meeting and the updated infographics are provided in Appendix C for the Committee’s review. The Panel was very receptive to this new style of data presentation.

## **Recommendations**

At this time, staff is recommending that the 24 hour notice period for the “Order to Clean (Remove)” time period be removed from the Waste Management By-law. This would expedite the removal of roadside waste in situations that are considered hazardous, dangerous or for repeat offenders.

Staff is also recommending that a household battery collection program be developed and returned for review and approval by the Committee.

## Appendix A



## Environmental Services Services de l'environnement

An Officer attended at  
Un agent est passé(e) chez vous à

\_\_\_\_\_

a.m. / p.m. | du matin / soir

\_\_\_\_\_

date

to inspect / pour inspecter

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

No one was home. **Please contact:**  
Il n'y avait personne chez vous.  
**Veuillez communiquer avec :**



311 Service At Your / À votre

 **Sudbury** Greater | Grand



311 Service At Your / À votre

 **Sudbury** Greater | Grand

## **Appendix B**

# Furniture and Appliances

Weekly collection of furniture and appliances is available to low density (six units or less) residential properties on a curbside waste collection route.

## Collection Requirements

Furniture and appliances are:

- to be placed at the curbside no earlier than 8:00 p.m. the evening prior to your collection day and no later than 7:00 a.m. on your collection day. Items will be collected within five working days (before your next scheduled collection day).
- to be placed in a visible location on the ground as close as possible to the roadway. For example, do not place items out behind shrubs, fences or snow banks.
- **NOT** to be placed on the sidewalk or travelled roadway. This area must be kept clear for road or sidewalk maintenance crews. This is especially important in the winter months.
- to be placed on levelled ground and not on top of snow banks. In the winter, shovel an area that is flat and place your items at this location. We don't want items falling, slipping or tipping over. This is very important for CFC-containing appliances. We don't want damage to the pipes that contain the CFC's. CFC's are considered ozone depleting substances.

If you can't meet the above-noted requirements, then the items can't be placed out for collection and should then be delivered directly to the landfill site.

## Items Eligible for Collection

- Air Conditioners
- Armoires
- Baby Car Seats
- Barbeques
  - Propane tank must be removed and taken to the household hazardous waste depot.
- Barrels (*large oak, metal or plastic*)
  - Must be empty.
  - Smaller barrels should be placed in an approved garbage container as part of the garbage container limit.
- Baseboard Heaters longer than 4 feet
  - If smaller, place in approved garbage container as part of the garbage container limit.
- Basketball Stand
- Bathtubs
- Bed Frames
- Benches
- Bicycles
- Blinds longer than 4 feet
  - If smaller, place in approved garbage container as part of the garbage container limit.
- Bookcases, Shelving Units (*assembled*)
- Box Springs
- Brooms longer than 4 feet
  - If smaller, place in approved garbage container as part of the garbage container limit.
- Chairs (*kitchen, folding, patio, high chair, wheel chair*)
- Change Tables
- Chesterfields
- Christmas Trees (*artificial*)
- Coffee Tables
- Computers (*home*)
- Coolers (*large*)
- Couches
- Cribs (*fully assembled*)
- Curtain Rods longer than 4 feet
  - If smaller, place in approved garbage container as part of the garbage container limit.
- Dehumidifiers
- Desks
- Dishwashers
- Drawer Chests or Dressers
- Drums (*large oak, metal or plastic*)
  - Must be empty.
  - Smaller drums should be placed in an approved garbage container as part of the garbage container limit.
- Dryers
- End Tables
- Exercise Bikes (*home*)
- Exercise Equipment (*home*)
- Fan (*large ceiling or floor fan*)
  - Small fans should be placed in an approved garbage container as part of the garbage container limit.
- Filing Cabinet
- Fireplaces (*all types*)
- Floor Lamps
  - Table lamps should be placed in an approved garbage container as part of the garbage container limit.
- Freezers (*doors must be removed*)
- Furnaces
- Futons
- Hampers (*clothes hampers that are taller than 4 feet*)
  - Must be empty.
  - Smaller hampers should be placed in an approved garbage container as part of the garbage container limit.
- Headboard and Footboard (*for bed*)
- Hockey Nets
- Hot Water Tanks
- Ironing Board
- Ladders longer than 4 feet
- Laundry Tubs (*cement, plastic, metal*)
- Lawn Mowers
  - Drain fuel and oil.
- Luggage longer than 4 feet
  - Must be empty.
  - Smaller luggage should be placed in an approved garbage container as part of the garbage container limit.
- Mattresses
- Microwaves
- Ovens
- Patio Umbrellas (*please fold*)
- Photocopiers / Printers (*residential*)
- Playpens
- Rake, Shovels or Pitch Fork Longer than 4 feet
  - Smaller luggage should be placed in an approved garbage container as part of the garbage container limit.
- Range Hoods
- Recliners
- Refrigerators (*must remove doors*)
- Sinks
  - Without counter tops, cabinets or plumbing.
- Skis longer than 4 feet
  - Smaller items should be placed in an approved garbage container as part of the garbage container limit.
- Snow Blowers
  - Drain fuel and oil.
- Snow Boards
- Sofas
- Sofa Beds
- Stereo Equipment
- Stool
- Stoves
- Strollers
- Swing Sets (*fully assembled or call for details*)
- Tables
  - Kitchen, dining, coffee, end, patio, pool, picnic, etc.
- Toboggans (*child's*)
- Televisions
- Toilets
- Toys (*large*)
  - For example: plastic playhouses, rigid plastic pools, rigid plastic sand boxes, sleighs, hockey nets.
- Treadmills
- Trunks (*must be empty*)
- Typewriters
- Vacuum Cleaners
- VCRs and DVD Players
- Washing Machines
- Water Purifier
- Wheelbarrow
- Workout benches (*home*)

## Items not eligible for collection under Furniture and Appliances

- Regular household garbage; renovation/demolition waste (drywall, wood, piping, bricks, siding, shingles, counter tops, flooring/carpeting, windows/doors, etc.); fencing; used oil tanks; automotive parts; tires; etc.

# REUSE!

Instead of trashing items in good condition, consider donating or selling them.



[Home](#) > [Live](#) > [Garbage and Recycling](#) > How to Reduce Waste

## How to Reduce Waste

We want to help keep unnecessary items from entering our landfills and help you meet your weekly garbage collection limit. Check out some of the options below for ways to keep your used goods out of our local landfills.

If you have any questions about these programs please call the City at 311.

### Buy, Donate or Sell It

Rather than sending old or unused items to the landfill, consider donating, selling or buying gently used items.

Buy items from the [Reuse Store at the Sudbury Landfill](#) (open Saturdays).

Buy or sell items online. There are several online platforms for selling and buying used goods in your community. Here are some of the sites that you can browse or join:

- [www.used.ca](http://www.used.ca)
- [www.freecycle.org](http://www.freecycle.org)
- [www.trashnothing.com](http://www.trashnothing.com)
- [www.letgo.com](http://www.letgo.com)
- [www.buyselltrade.ca](http://www.buyselltrade.ca)
- [www.kijiji.ca](http://www.kijiji.ca)
- You can also search [www.facebook.com](http://www.facebook.com) for virtual swap and buy groups near you.

Buy, sell or donate items to second hand/thrift stores or consignment shops. Please phone ahead before bringing in donated items. Some local second hand stores include:

- Value Village
- Habitat for Humanity Re-Store
- Salvation Army
- Jarrett Centre
- Canadian Diabetes Association
- Kidney Foundation of Canada
- St. Vincent De Paul Society
- Thrift Store
- Hock Shop
- Surplus Liquidators
- Bargain Annie's
- Kids Closet
- Sweet Cheeks

Buy items at yard sales or sell items by hosting one yourself (check out virtual listings too).

- [www.classifieds.thesudburystar.com](http://www.classifieds.thesudburystar.com)
- [www.sudbury.com/classifieds](http://www.sudbury.com/classifieds)
- [www.varagesale.com](http://www.varagesale.com)
- [www.entertainmentsudbury.com/yard-sales](http://www.entertainmentsudbury.com/yard-sales)
- [www.gsalr.ca](http://www.gsalr.ca)

Donate items to family, friends, local groups, community centres and churches.

Are you an organization that accepts, buys, or sells used items in Greater Sudbury?

If you would like to be added to this list, send an email to [wastemanagement@greatersudbury.ca](mailto:wastemanagement@greatersudbury.ca). Include your name, business name, address, phone number, email address and website or Facebook page.

There may be web sites linked to and from this site that are operated or created by or for organizations outside of the City of Greater Sudbury. [Read our disclaimer.](#)



## How to use a Residential Garbage Tag

### With an approved garbage bag:

- Secure top of approved\* garbage bag with a twist tie or knot.
- Attach tag around the neck of bag making sure it is secured.
- Do not use tags as a twist tie.
- Only one tag per bag is required.
- Full tag must be displayed and placed properly on an approved garbage bag only.

\* Approved garbage bags must be no more than 125 centimetres (4.1 feet) and no less than 80 centimetres (2.6 feet) in height by no more than 90 centimetres (3 feet) and no less than 65 centimetres (2.1 feet) in width and weighs no more than 18 kilograms (40 pounds) when filled.

### With an approved garbage bundle:

- Approved\* bundles of garbage must be securely tied (e.g. with string/twine).
- Attach tag to the string/twine so that it is easily visible.
- Only one tag per bundle is required.
- Full tag must be displayed.

\* Approved bundles must be no more than 1.2 metres (4 feet) in length, by 60 centimetres (2 feet) in width, and weigh no more than 18 kg/40 lbs.



### With an approved garbage container:

- Tags may not be placed on the container itself.
- Only one tag is required on the top bag for the entire approved\* container to be collected as long as it weighs no more than 18 kilograms / 40 pounds.
- Do not use tags as a twist tie.
- Full tag must be displayed.
- Place the tag on the top bag inside the container where it will be clearly visible once the collector removes the lid.

\* Approved garbage containers have a capacity of no more than 133 litres/35 gallons, are no taller than 95 centimetres (3.1 feet) and no wider than 60 centimetres (2 feet), with handles set above the midpoint on both sides of the container and has a lid that may be easily and completely removed (any device used to tie down the lid must be completely removed prior to collection).

*For further information, please call  
City Services at 3-1-1 or visit our website at  
[www.greatersudbury.ca/wastemanagement](http://www.greatersudbury.ca/wastemanagement).*

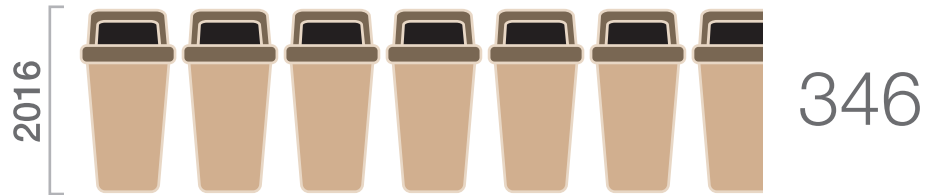
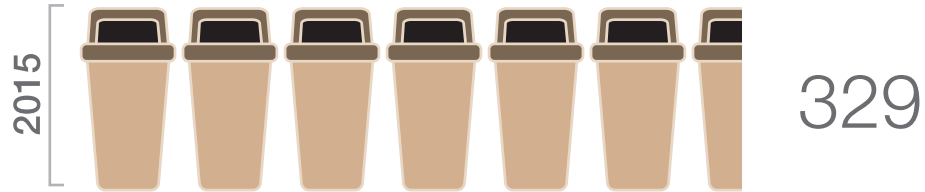
## Appendix C

# Litter Program

## Litter Containers



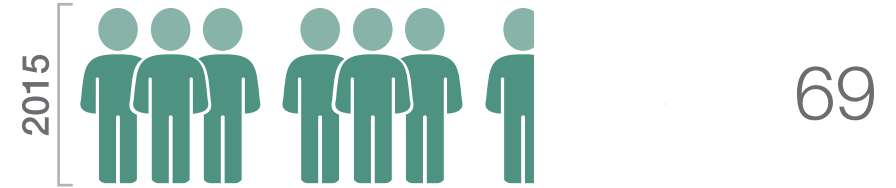
= 50 containers



## Adoption Groups



= 10 groups



## Litter Collected



= 2,000 kg





# Collection Programs

## Diaper Exemptions

New Fall 2016



= 10



n/a

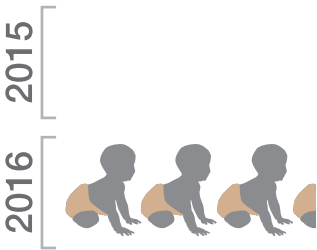
210

## Cloth Diaper Rebate

New Fall 2016



= 10



n/a

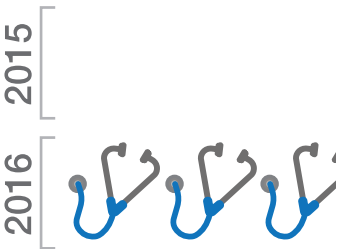
33

## Medical Exemption

New Fall 2016



= 10



n/a

29

## Pet Digester

New Fall 2016



= 10



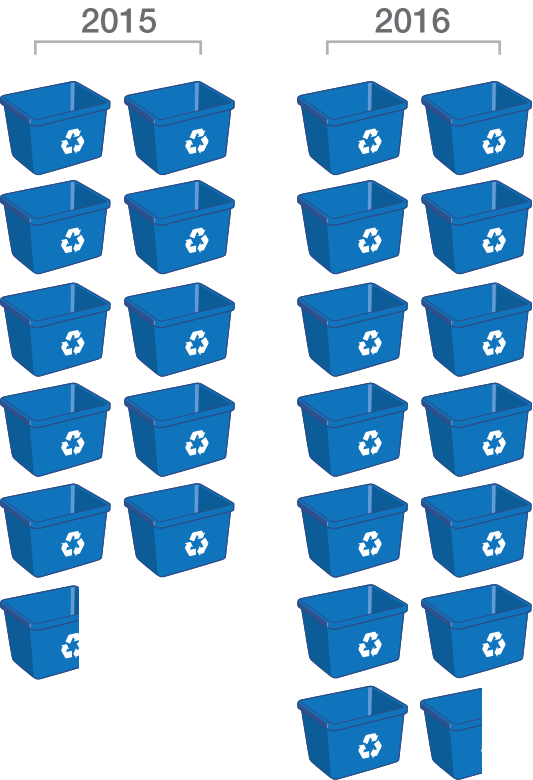
n/a

0

# Waste Diversion

Provision of  
Blue Boxes

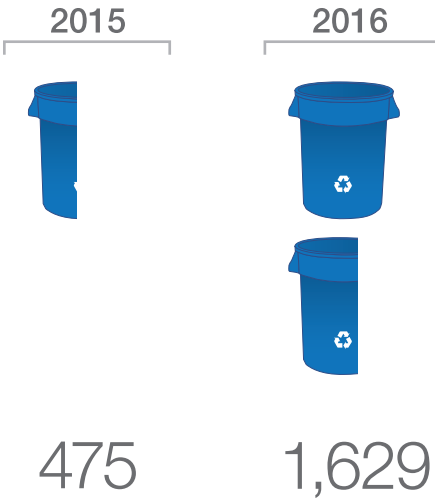
 = 1000



10,714      13,501

Provision of  
Big Blues

 = 1000

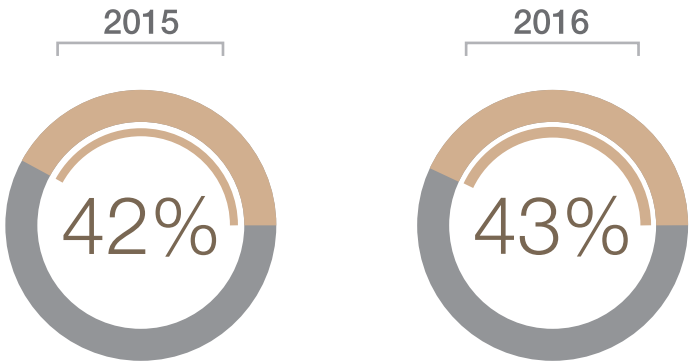


Provision of  
Green Carts

 = 1000



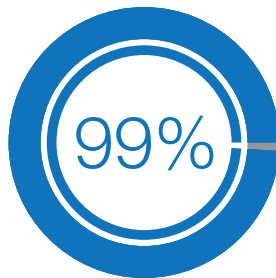
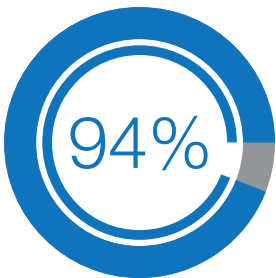
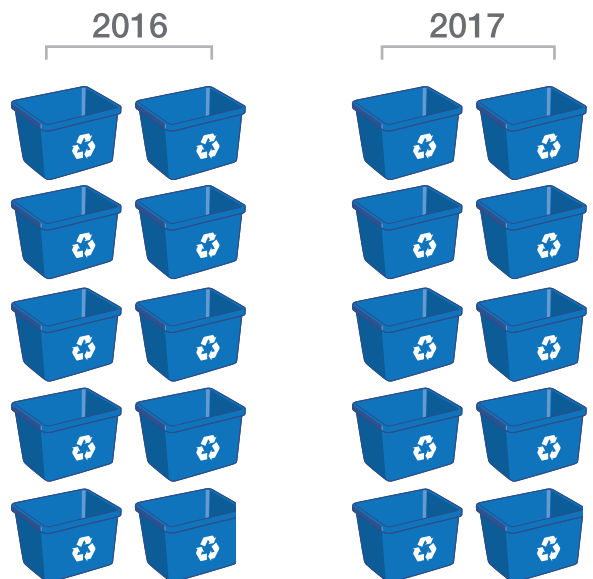
## Overall Residential Diversion Rate



# Participation Rate

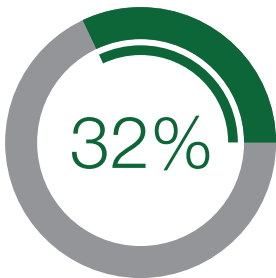
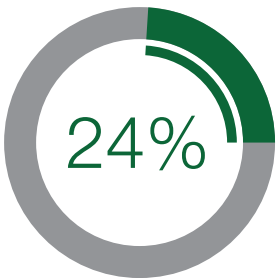
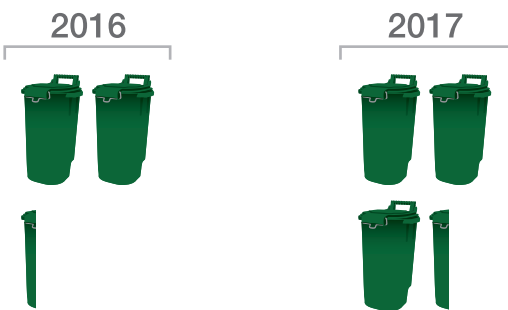
## Blue Boxes

 = 10 %



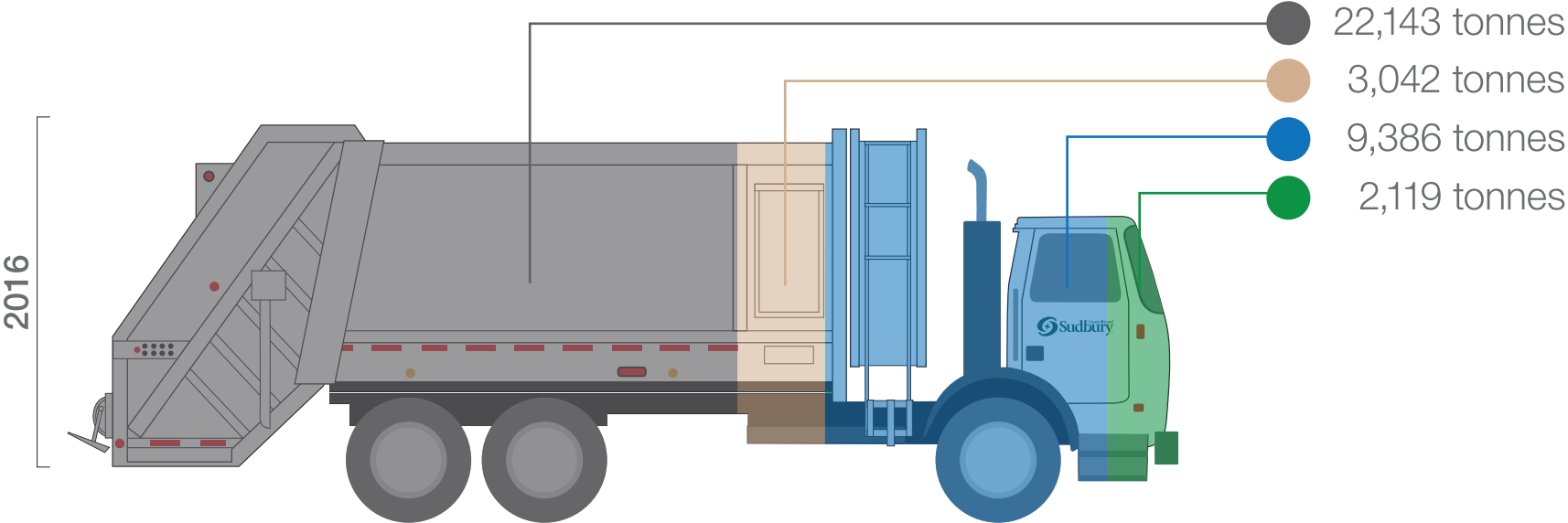
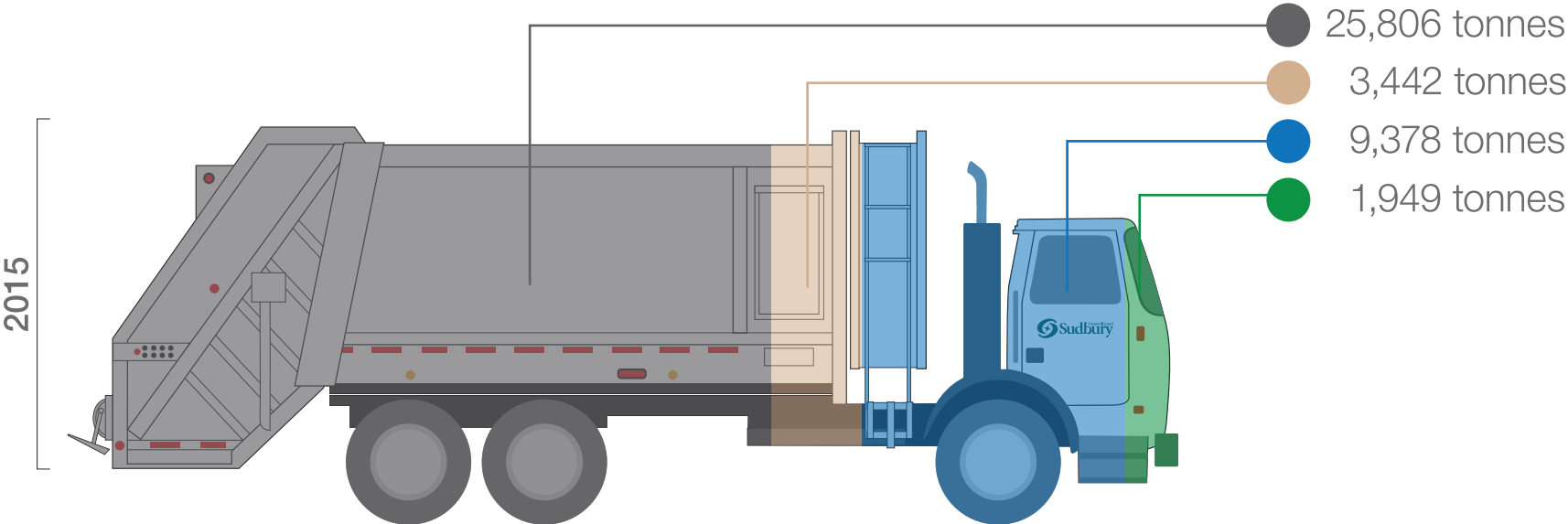
## Green Carts

 = 10 %



Based on a 100 household waste audit.

# Residential Collection



## Contamination or Problematic Items



Household batteries  
in the garbage



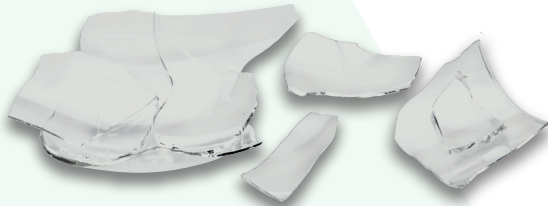
Paper cups or  
paper towels  
in the blue box



Plastic wrap  
in the blue box



Chip bags and  
candy wrappers  
in the blue box



Broken glass in the  
blue box or garbage

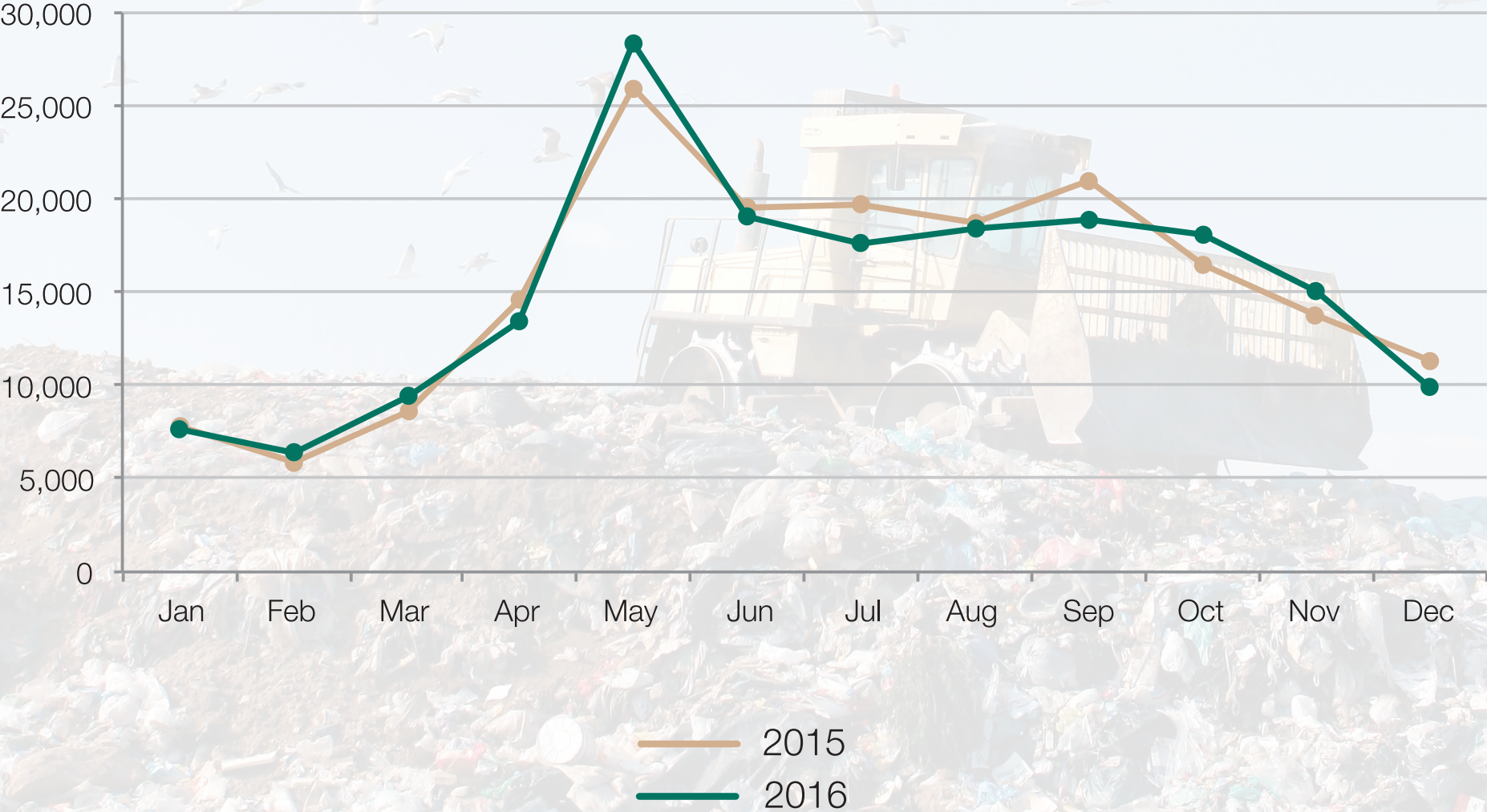


Syringes in the  
blue box or garbage



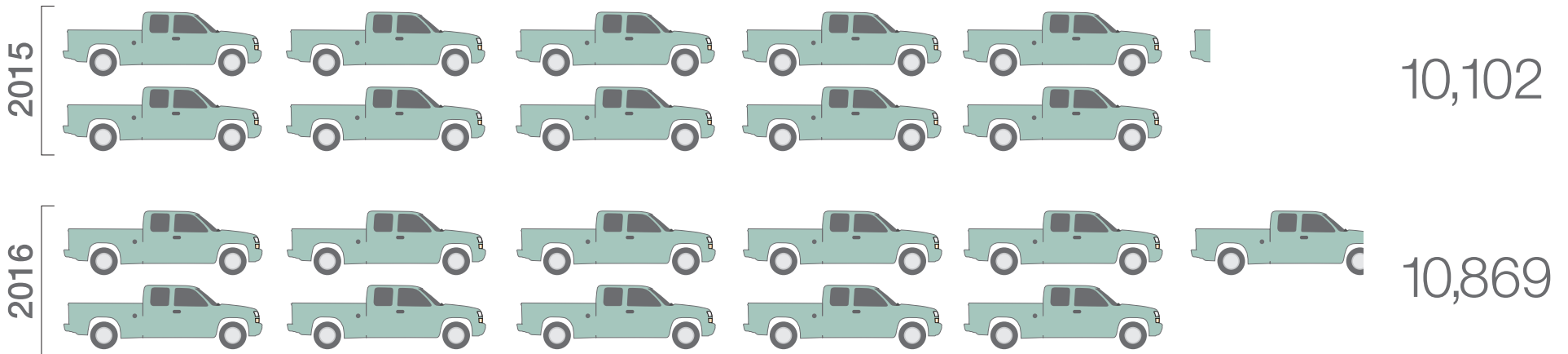
Wood bundles with  
exposed nails or screws

# Residential Trips to Landfills / Transfer Station

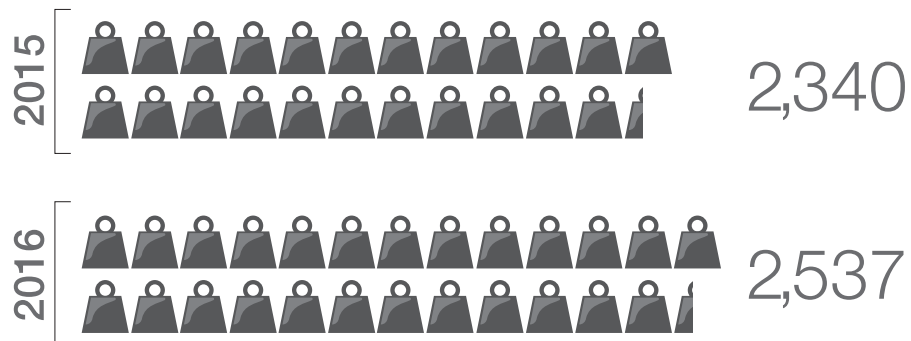
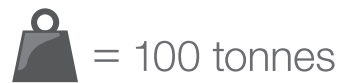


## Spring

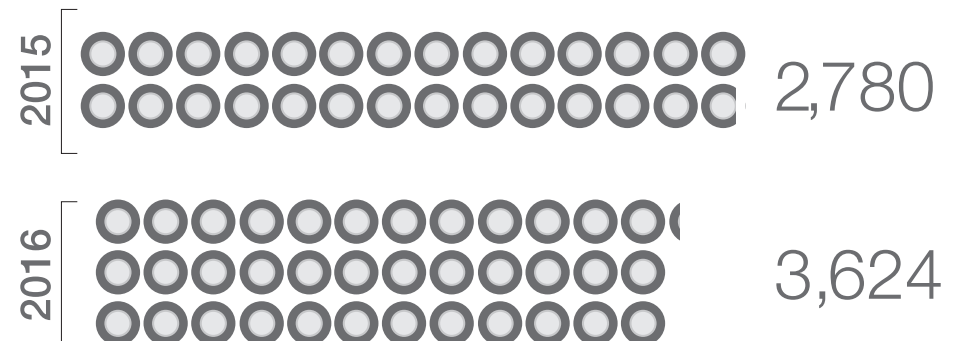
Number of Trips



Tonnes Delivered

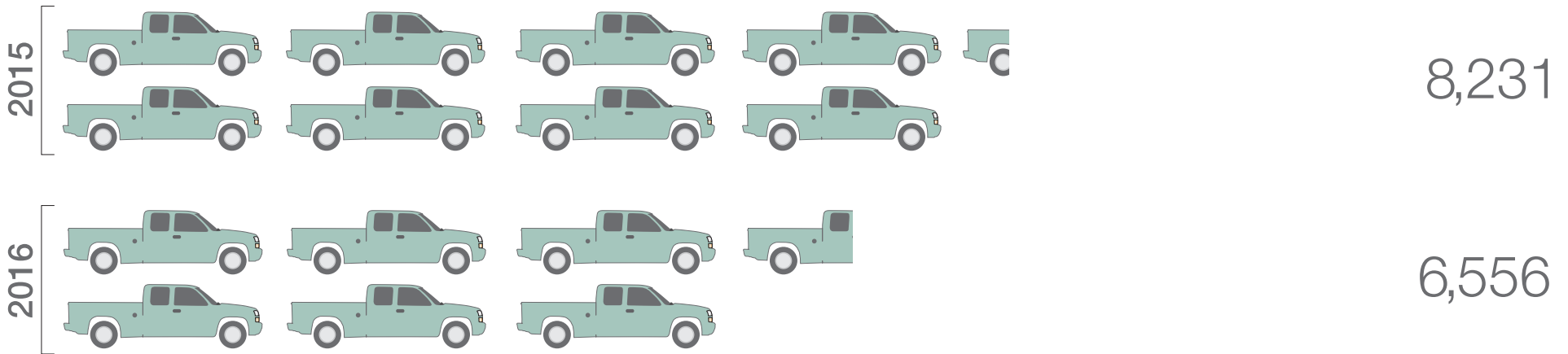


Tires Delivered



## Fall

Number of Trips



Tonnes Delivered



Tires Delivered



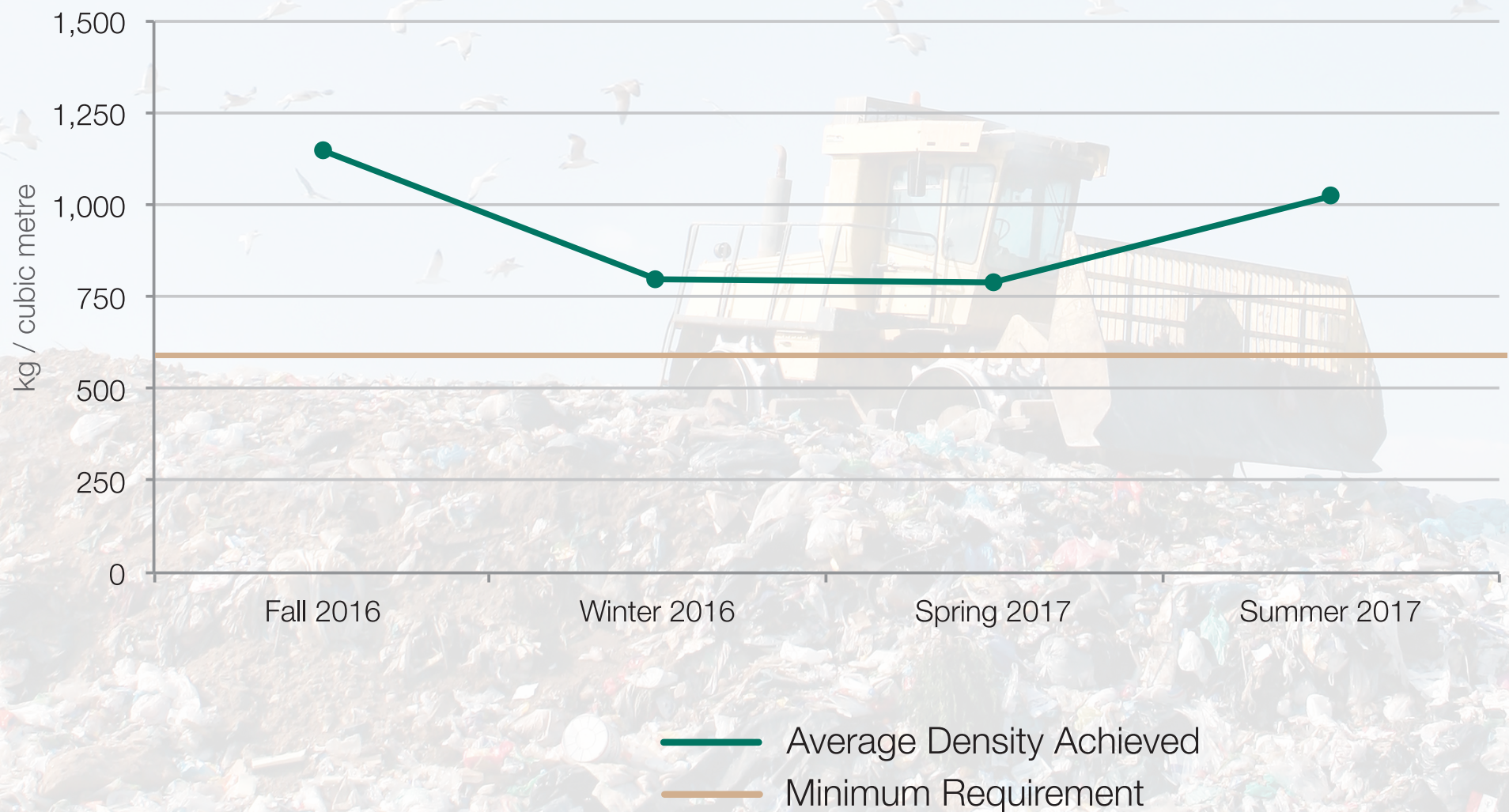
# Area

Tonnes Landfilled  = 1,000 tonnes



\* Note: Less tonnes disposed at the Azilda site in 2016 due to the scale replacement.

# Sudbury Landfill - Waste Density of Compacted Garbage



Presented To:	Operations Committee
Presented:	Monday, Jul 09, 2018
Report Date	Tuesday, Jun 26, 2018
Type:	Managers' Reports

## Request for Decision

### Annual Pedestrian Crossover Program Update

#### Resolution

THAT the City of Greater Sudbury approves the implementation of the pedestrian crossover at Loach's Road and Windle Drive, subject to the approval of the business case being brought forward during the 2019 budget deliberations as outlined in the report entitled "Annual Pedestrian Crossover Program Update", from the General Manager of Growth and Infrastructure, presented at the Operations Committee meeting on July 9, 2018.

#### Relationship to the Strategic Plan / Health Impact Assessment

This report refers to "providing quality multimodal transportation alternatives for roads, transit, trails, paths, sidewalks, and connecting neighbourhoods and communities within Greater Sudbury" which is identified in the Strategic Plan under the key pillar of Sustainable Infrastructure.

#### Report Summary

This report presents an update on the City of Greater Sudbury Pedestrian Crossover Program, including information on monitoring and compliance of those pedestrian crossovers installed in previous years. This report also seeks approval of locations proposed for new pedestrian crossovers to be installed in 2019.

#### Financial Implications

The estimated cost to implement the pedestrian crossover on Loach's Road is \$10,000. Funding for the pedestrian crossover will be included in the business case for Road Safety Enhancements which will be considered as part of the 2019 Capital Budget.

#### Signed By

##### **Report Prepared By**

Ryan Purdy  
Traffic and Transportation Engineering Analyst  
*Digitally Signed Jun 26, 18*

##### **Health Impact Review**

Ryan Purdy  
Traffic and Transportation Engineering Analyst  
*Digitally Signed Jun 26, 18*

##### **Manager Review**

Joe Rocca  
Traffic and Asset Management Supervisor  
*Digitally Signed Jun 26, 18*

##### **Division Review**

Stephen Holmes  
Director of Infrastructure Capital Planning  
*Digitally Signed Jun 26, 18*

##### **Financial Implications**

Jim Lister  
Manager of Financial Planning and Budgeting  
*Digitally Signed Jun 26, 18*

##### **Recommended by the Department**

Tony Cecutti  
General Manager of Growth and Infrastructure  
*Digitally Signed Jun 27, 18*

##### **Recommended by the C.A.O.**

Ed Archer  
Chief Administrative Officer  
*Digitally Signed Jun 27, 18*

The installation of flexible bollards at 5 Type D pedestrian crossovers is estimated to cost \$1,500 (5 x \$300), and will be funded from the approved 2018 Roads Capital Budget through the Traffic System Improvement budget.

## Annual Pedestrian Crossover Program Update

### Background:

In May 2016, a report entitled "[Pedestrian Crossover Facilities](#)" was presented to Operations Committee. The report provided an overview of this new tool and recommended that an annual report prioritizing the installation of pedestrian crossovers (PXOs) based on existing and anticipated pedestrian volumes be presented to the Committee. This report has been prepared to fulfill that commitment.

In November 2017, the annual [Pedestrian Crossover Program Update](#) report was presented to the Operations Committee highlighting new crossovers to be installed, as well as reporting on monitoring and compliance of previously installed PXOs. As part of that report, staff committed to bring forward future reports to highlight results of analysis conducted to determine whether pedestrian crossovers requested by members of the public were warranted.

This update is being presented at this time, so that potential new pedestrian crossover locations that were evaluated in 2018 can be approved and installed in 2019.

### Monitoring Program Update:

When the Pedestrian Crossover Program for the City was initiated in 2016, an approach to monitor the success of the program was developed to ensure that the PXOs were achieving their objective of improving pedestrian safety in Greater Sudbury.

To determine additional impacts that the PXO program has had, studies of both pedestrians and motorists were completed at some of the previously-installed locations as identified in Table 1.

**Table 1. Locations and Types of Pedestrian Crossovers Monitored for Pedestrian and Motorist Compliance in 2018**

Location	PXO Type
Bond Street, 25 m East of Murray Street	D
Elgin Street and Nelson Street	D
Elgin Street and Shaughnessy Street	D
Madison Avenue and Sagebrush Place	D

Analysis presented within this report is based on observations and data collected from these four pedestrian crossovers.

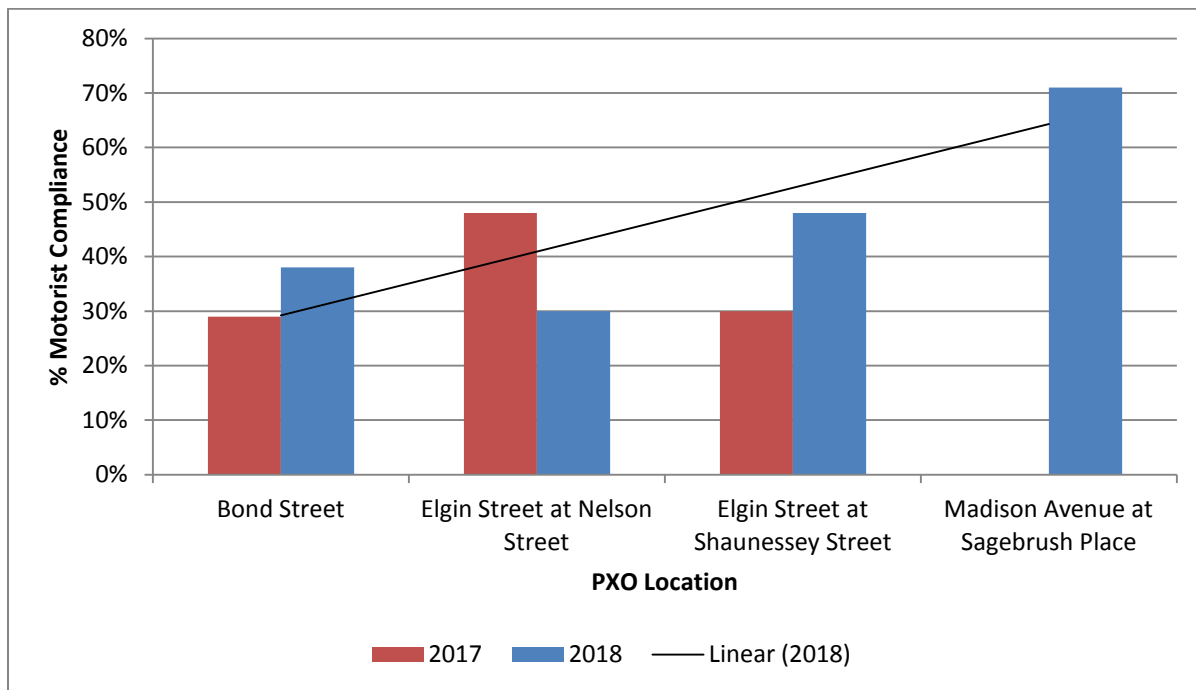
### Motorist Compliance:

To measure motorist compliance, traffic cameras were used to record pedestrian and motorist movements at the various PXOs. To determine motorist compliance, staff were specifically looking for two behaviours:

- 1) Did the approaching motorist stop when a pedestrian was present at the side of the road?
- 2) Did the motorist remain stopped until the pedestrian had completely left the roadway?

Motorist compliance for the PXOs observed as part of this report was variable (Figure 1). Lower than expected compliance may be related to the type of PXO installed at the crossings. Type D PXOs are designed with 'Stop for Pedestrians' signs on both sides of the ladder crosswalk markings and also have yield bars to indicate where vehicles and bicycles must stop. Type C and Type B PXOs both have flashing beacons to supplement the signage and pavement markings which may potentially have an impact on motorist compliance.

The Bond Street crossing, the Elgin Street crossing at Nelson Street and the Elgin Street crossing at Shaughnessy Street all appear to have low motorist compliance. A closer look at the data suggests this may be the result of the low volume of potential conflicts between pedestrians and motorists observed during the study. The vast majority of pedestrians approaching the PXOs were able to make a safe crossing without any conflicts with motor vehicles. Similarly the majority of vehicles travelling in these two corridors were able to go through the PXO without a pedestrian present. In the instances where there was a pedestrian waiting to cross at the PXO, the approaching vehicles did not typically stop. The Madison Avenue crossing had significantly higher motorist compliance, however, this motorist compliance rate is still less than the rates observed at locations with flashing beacons. Compliance studies were not conducted at the Madison Avenue crossing in 2017.



**Figure 1. Percentage of motorists at each PXO Location who stopped at the appropriate time to allow pedestrians to cross the road**

Pedestrian Compliance and Use:

Pedestrian compliance is somewhat more difficult to determine, as per the Highway Traffic Act, the presence of the 'Stop for Pedestrians' signs are all that is required for motorists to have to stop to allow pedestrians to cross the road. In addition, when flashing beacons are present at the PXO, pedestrians are not required to activate them prior to crossing. Pedestrians are required to enter the road only when there would be adequate time for an approaching vehicle to stop. The flashing beacons are a supplemental device which helps draw the attention of motorists that a pedestrian is waiting to cross the road.

Table 2 illustrates pedestrian compliance for the four crossings that were studied. Pedestrians were considered to be in compliance if they waited for the vehicles to stop prior to entering the roadway and if they remained within the ladder crosswalk markings for the entirety of their crossing.

Although it has been less than two years since the initial installation of PXOs, it is important to note that no pedestrian collisions have been reported within any of the installed pedestrian crossovers.

**Table 2: Locations and Types of Pedestrian Crossovers Monitored for Pedestrian and Motorist Compliance in 2017**

Location	PXO Type	Percent Pedestrian Compliance 2017 (%)	Percent Pedestrian Compliance 2018 (%)
Bond Street, 25 m East of Murray Street	D	100	71
Elgin Street and Nelson Street	D	66	68
Elgin Street and Shaughnessy Street	D	70	65
Madison Avenue at Sagebrush Place	D	Not Studied	85

Pedestrian Volumes:

While volumes have changed since the initial traffic counts conducted in 2016, the results are indeterminate (Table 3). Staff will continue to monitor pedestrian volumes to determine if there are trends over the longer term, and will report back in future years on any findings.

**Table 3: 2016 to 2018, 8-hr Pedestrian Volume Count Results**

Location	2016 Pedestrian Volume (8-hr)	2017 Pedestrian Volume (8-hr)	2018 Pedestrian Volume (8-hr)	% Change (2016 vs. 2018)
Bond Street, 25 m East of Murray Street	105	106	93	-11%
Elgin Street and Nelson Street	117	156	87	-26%
Elgin Street and Shaughnessy Street	186	118	226	+22%
Madison Avenue at Sagebrush	87	Not Studied	55	-37%

## 2019 Pedestrian Crossover Locations:

In 2018, staff received 6 requests for pedestrian crossovers to be installed throughout the community. Staff proceeded to complete the warrant process for these requested crossings to determine whether they met the guidelines outlined in Book 15 of the Ontario Traffic Manual. Analysis concluded that one (1) of the requested PXOs is warranted and staff recommend implementation of PXOs at the following location in 2018:

### Loach's Road at Windle Drive

A Type D PXO is recommended to be installed on Loach's Road at Windle Drive to enable pedestrians to cross Loach's Road at a controlled crossing location other than at the intersection of Regent Street and Loach's Road. The driveway entrance to Lo-Ellen Park Secondary School is approximately 40 metres east of Windle Drive.

**Table 2: Pedestrian Crossings which Qualify for a Pedestrian Crossover**

Intersection	Pedestrian Volume	Vehicular Volume	Raised Refuge	Number of Lanes	Type
Loach's Road	152	2411	No	2	D

## New PXO Requests:

Requests for pedestrian crossings received since implementation of the initial program launch continue to be reviewed by staff on an ongoing basis. Staff regularly conduct sight line analyses and complete traffic counts to determine if PXOs are warranted at any of the requested locations. Staff will continue to bring forward an annual update report which will outline any additional warranted pedestrian crossovers.

## Next Steps:

The addition of PXOs to the municipal infrastructure toolbox has provided a lower cost option to create controlled pedestrian crossings at locations where pedestrians desire to cross. By continuing to expand the PXO program, pedestrian access and movement will continue to be prioritized which ultimately enhances pedestrian safety and enables a healthier lifestyle for Greater Sudbury residents.

In an effort to improve compliance at Type D PXOs, staff will be trialing a new flexible bollard as shown in Figure 2 below.



**Figure 2: Flexible Bollard**

The bollard will be installed on the centre line of the street to increase the visibility of the crossover and to remind motorists to yield to pedestrians. Additional compliance studies will be conducted once the bollards are installed to determine their effectiveness. These bollards will be removed prior to November 1st so they do not interfere with winter maintenance activities.

In addition, staff will continue to work with Corporate Communications and Greater Sudbury Police Services to develop public communication material to inform drivers and pedestrians of new locations for the pedestrian crossovers and to continue to educate all road users on their proper use.

## **Resources Cited:**

Ontario Traffic Manual, *Book 15 Pedestrian Crossing Facilities*, 2016



# City of Greater Sudbury Charter

**WHEREAS** Municipalities are governed by the Ontario Municipal Act, 2001;

**AND WHEREAS** the City of Greater Sudbury has established Vision, Mission and Values that give direction to staff and City Councillors;

**AND WHEREAS** City Council and its associated boards are guided by a Code of Ethics, as outlined in Appendix B of the City of Greater Sudbury's Procedure Bylaw, most recently updated in 2011;

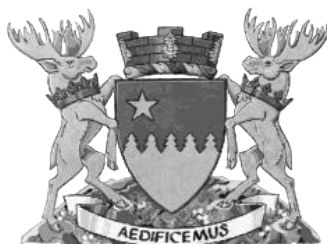
**AND WHEREAS** the City of Greater Sudbury official motto is "Come, Let Us Build Together," and was chosen to celebrate our city's diversity and inspire collective effort and inclusion;

**THEREFORE BE IT RESOLVED THAT** Council for the City of Greater Sudbury approves, adopts and signs the following City of Greater Sudbury Charter to complement these guiding principles:

**As Members of Council, we hereby acknowledge** the privilege to be elected to the City of Greater Sudbury Council for the 2014-2018 term of office. During this time, we pledge to always represent the citizens and to work together always in the interest of the City of Greater Sudbury.

**Accordingly, we commit to:**

- Perform our roles, as defined in the Ontario Municipal Act (2001), the City's bylaws and City policies;
- Act with transparency, openness, accountability and dedication to our citizens, consistent with the City's Vision, Mission and Values and the City official motto;
- Follow the Code of Ethical Conduct for Members of Council, and all City policies that apply to Members of Council;
- Act today in the interest of tomorrow, by being responsible stewards of the City, including its finances, assets, services, public places, and the natural environment;
- Manage the resources in our trust efficiently, prudently, responsibly and to the best of our ability;
- Build a climate of trust, openness and transparency that sets a standard for all the City's goals and objectives;
- Always act with respect for all Council and for all persons who come before us;
- Ensure citizen engagement is encouraged and promoted;
- Advocate for economic development, encouraging innovation, productivity and job creation;
- Inspire cultural growth by promoting sports, film, the arts, music, theatre and architectural excellence;
- Respect our historical and natural heritage by protecting and preserving important buildings, landmarks, landscapes, lakes and water bodies;
- Promote unity through diversity as a characteristic of Greater Sudbury citizenship;
- Become civic and regional leaders by encouraging the sharing of ideas, knowledge and experience;
- Work towards achieving the best possible quality of life and standard of living for all Greater Sudbury residents;



# Charte de la Ville du Grand Sudbury

**ATTENDU QUE** les municipalités sont régies par la Loi de 2001 sur les municipalités (Ontario);

**ATTENDU QUE** la Ville du Grand Sudbury a élaboré une vision, une mission et des valeurs qui guident le personnel et les conseillers municipaux;

**ATTENDU QUE** le Conseil municipal et ses conseils sont guidés par un code d'éthique, comme l'indique l'annexe B du Règlement de procédure de la Ville du Grand Sudbury dont la dernière version date de 2011;

**ATTENDU QUE** la devise officielle de la Ville du Grand Sudbury, « Ensemble, bâtissons notre avenir », a été choisie afin de célébrer la diversité de notre municipalité ainsi que d'inspirer un effort collectif et l'inclusion;

**QU'IL SOIT RÉSOLU QUE** le Conseil de la Ville du Grand Sudbury approuve et adopte la charte suivante de la Ville du Grand Sudbury, qui sert de complément à ces principes directeurs, et qu'il y appose sa signature:

**À titre de membres du Conseil**, nous reconnaissons par la présente le privilège d'être élus au Conseil du Grand Sudbury pour le mandat de 2014-2018. Durant cette période, nous promettons de toujours représenter les citoyens et de travailler ensemble, sans cesse dans l'intérêt de la Ville du Grand Sudbury.

**Par conséquent, nous nous engageons à :**

- assumer nos rôles tels qu'ils sont définis dans la Loi de 2001 sur les municipalités, les règlements et les politiques de la Ville;
- faire preuve de transparence, d'ouverture, de responsabilité et de dévouement envers les citoyens, conformément à la vision, à la mission et aux valeurs ainsi qu'à la devise officielle de la municipalité;
- suivre le Code d'éthique des membres du Conseil et toutes les politiques de la municipalité qui s'appliquent à eux;
- agir aujourd'hui pour demain en étant des intendants responsables de la municipalité, y compris de ses finances, biens, services, endroits publics et du milieu naturel;
- gérer les ressources qui nous sont confiées de façon efficiente, prudente, responsable et de notre mieux;
- créer un climat de confiance, d'ouverture et de transparence qui établit une norme pour tous les objectifs de la municipalité;
- agir sans cesse en respectant tous les membres du Conseil et les gens se présentant devant eux;
- veiller à ce qu'on encourage et favorise l'engagement des citoyens;
- plaider pour le développement économique, à encourager l'innovation, la productivité et la création d'emplois;
- être une source d'inspiration pour la croissance culturelle en faisant la promotion de l'excellence dans les domaines du sport, du cinéma, des arts, de la musique, du théâtre et de l'architecture;
- respecter notre patrimoine historique et naturel en protégeant et en préservant les édifices, les lieux d'intérêt, les paysages, les lacs et les plans d'eau d'importance;
- favoriser l'unité par la diversité en tant que caractéristique de la citoyenneté au Grand Sudbury;
- devenir des chefs de file municipaux et régionaux en favorisant les échanges d'idées, de connaissances et concernant l'expérience;
- viser l'atteinte de la meilleure qualité et du meilleur niveau de vie possible pour tous les résidents du Grand Sudbury.