

## Town of Oakville Memorandum

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**To:** Mayor and Members of Council

**From:** Sam Inchasi, P. Eng., Manager, Works Operations

**Date:** July 19, 2021

**Subject:** **Bulk Loose Leaf Report – Council Meeting of August 9, 2021  
Additional Information from Council Consultations**

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On July 5, 2021 the report on Bulk Loose Leaf – Options to Improve Service Delivery was deferred to the Council meeting of August 9, 2021. During the discussion on the motion to defer, Council requested the staff consult with Councillors on the Bulk Loose Leaf Service report and that such input be shared with the Council.

This memorandum details the questions and comments collected along with staff responses to those questions and comments. Council will be able to consider this additional information during its deliberations on the Bulk Loose Leaf Program – Options to Improve Service as part of its 2022 Budget deliberations.

Summary of comments/questions raised:

- Options to advance the introduction of Service Level B (2<sup>nd</sup> pass service)**  
*The proposed program service level of 25 years (initial service – Level C), 40 years (2<sup>nd</sup> pass service – Level B) and 60 years (3<sup>rd</sup> pass service – Level A) results in areas receiving a 2<sup>nd</sup> pass service starting in 2028. How can we introduce the 2<sup>nd</sup> pass service – Level B service to these areas sooner?*

**RESPONSE:**

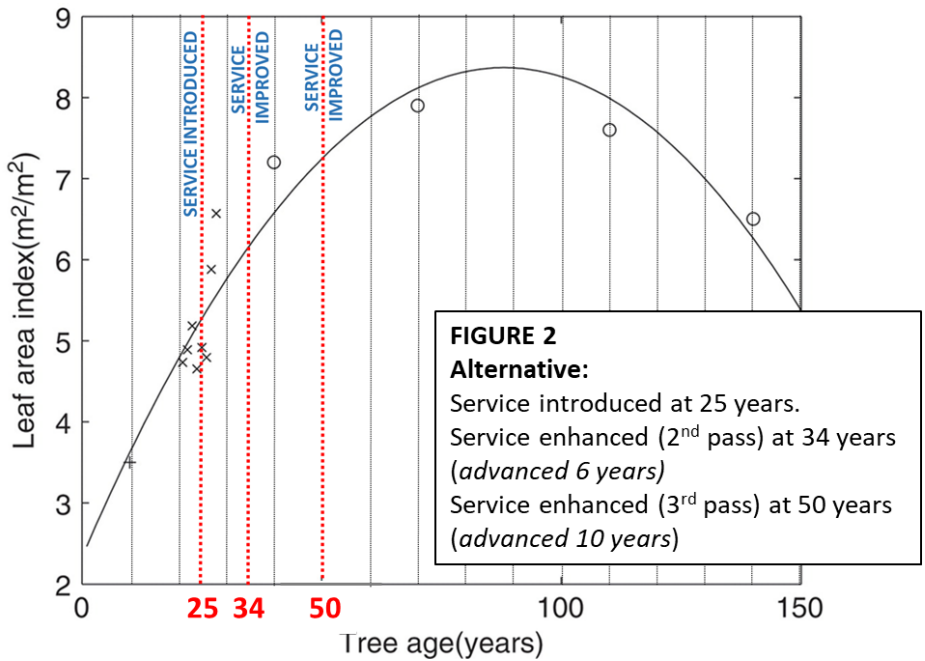
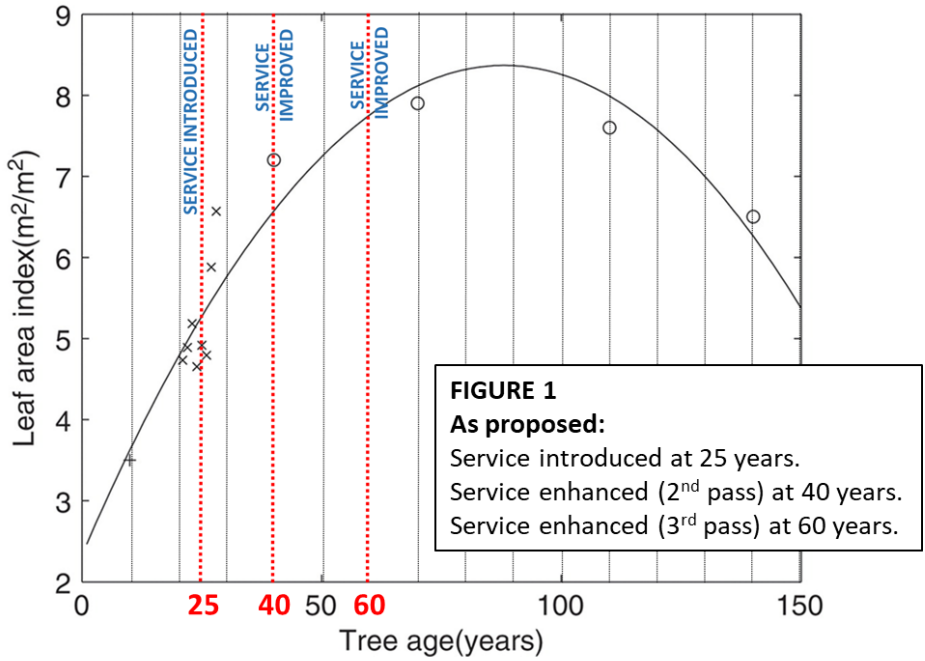
Should Council wish to advance the 2<sup>nd</sup> pass service into community in a more advanced timeline, they could consider a service level of 25 years (initial service), 34 years (2<sup>nd</sup> pass service) and 50 years (3<sup>rd</sup> pass service).

The original 25/40/60 service level model was formed around a trees average canopy growth rate (Figure 1). Noting that a trees canopy is maximized at approximately 80 years, we inserted two (2) additional service improvements somewhat equally over this period, resulting in suggested service improvements in years 40 and 60.

Through conversations with Council, there is some suggestion that there is a

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demand for service improvements now, rather than at 40 and 60 years. To respond to this need, Council can consider to initiate the second pass earlier at years 34 and the third pass at 50 years. The 50 year service improvement can be further examined as parts of the community age to this level.



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Attached at the end of this memo is a revised Service Level B Introduction map for areas that would receive improved service levels over the period 2022-2028. This map would replace Appendix D of the original staff report on the Bulk Loose Leaf Program should Council ultimately decide to approve a 25 year, 34 year, 50 year service level. As part of the 2022 budget process staff would complete the predictions for the years 2026 through 2031. Altered Table 4 below shows the 2022 to 2028 financial impact (variance) of this alternative service level. Staff would update the budget impacts for 2026 through 2031 as part of the 2022 budget update.

**Altered TABLE 4**

IMPROVEMENT OPTION	Details	BUDGET IMPACT	FORECAST								
		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Proposed Service Level	1. Add Fall service when area/street is 25 years	\$13,750	\$0	\$11,550	\$0	\$5,500	\$13,750	\$7,700	\$17,600	\$22,000	\$28,600
	2. Add Fall service to areas adjacent to Mature Woodlots	\$11,550	-	-	-						
	3. ORIGINAL Enhance Service at 40 + 60 yrs	-	-	-	-	-	-	\$20,500	\$21,000	\$25,500	\$5,000
Move to AD-HOC Spring Program	Spring Program only provided if/when the fall program is unable to be fully executed due to the early on-set of winter. No budget impact; operation change	-\$28,000	-	-	-	-	-	-	-	-	-
Increase marketing/communications	Increase communication via leaflets, door knockers, social media, etc.	\$5,000	-	-	-	-	-	-	-	-	-
	<b>TOTAL PROPOSED BUDGET IMPACT</b>	<b>\$2,300</b>	<b>\$0</b>	<b>\$11,550</b>	<b>\$0</b>	<b>\$5,500</b>	<b>\$13,750</b>	<b>\$28,200</b>	<b>\$38,600</b>	<b>\$47,500</b>	<b>\$33,600</b>
	Variance to Proposed Budget to accommodate OPTION TO Enhance Service at 34 + 50 years in lieu of 40 + 60 yrs	+\$20,500	+\$21,000	+\$25,500	+\$5,000	REQUIRED VARIANCE TO PROVIDED AS PART OF THE 2022 BUDGET PROCESS					
	<b>REVISED BUDGET IMPACT (with 34+50 yr service levels)</b>	<b>\$22,800</b>	<b>\$21,000</b>	<b>\$37,050</b>	<b>\$5,000</b>	<b>BALANCED TO BE UPDATED AS PART OF THE 2022 BUDGET PROCESS</b>					

**2. Coordination with Regional container pick-up**

*The question was raised on the ability option to coordinate the loose leaf pick-up program with the Region of Halton bagged pickup program in an effort to provide more room on the street during the bagged pickup time and to encourage owners to use the bagged pickup.*

**RESPONSE:**

The Regional bag pickup program is provided on a set day, once every two (2) weeks. Staff have reached out to the Region to coordinate the two services to best avoid service overlaps in areas where possible. Due to the significant volumes of leaves in some areas and the short period of time available to provide the service, conflicts may not always be avoided. To encourage residents to use the bagged pickup method, information will be added in the education/promotional material through a variety of communication channels.

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### **3. Equity of Service**

*Can we provide tonnage collected per zone as a measure of equitable service?*

#### **RESPONSE:**

Unfortunately, staff does not have statistics on tonnage per zone. Further, it would be difficult to extrapolate the equity of the service from such data as leaf collection volumes from areas are influenced by the type of trees, resident use of the Regional bag program and/or self-hauling to the Regional landfill site. Staff's approach to equity was through the establishment of service level as opposed to the volume of the level pickup. In a similar fashion, Town crews plow our streets once the service threshold is set. Some roads (by virtue of drifting or how the snow falls), requires us to push more/less snow. Regardless of the amount of snowfall, once the service level is triggered, every road receives a pass from the snow plow.

### **4. On-street parking**

*We've noticed that parked cars cause challenges for service delivery. Are their options to restrict parking or to have early morning pick-up?*

#### **RESPONSE:**

The option of imposing "temporary no parking restrictions" on our roadways is difficult due to the large size of the area/affected streets; the limited time of operations; short duration of the program, the cost impact to install signage for enforceability. However, the proposed communication campaign could examine ways to elevate the awareness of this issue in an effort to minimize conflicts with parking. On the option of an early start; while we can operationally do this, we suspect it would result in a negative community response as the operation is quite noisy in nature. Staff would not recommend an early morning start.

### **5. Pickup adjacent to mature woodlands**

*How do we explain why service is provide here, but not areas outside of the influence of mature woodlands?*

#### **RESPONSE:**

Those that live adjacent to mature woodlands tend to have more leaves to deal with early in maturity of their area. In recognition of this, service is being proposed/provided to these areas. As the balance of the area (not adjacent to the mature woodland) ages forward, they will eventually receive the service. In the meantime, the Regional bagged leaf program is available to meet the needs of those properties.

### **6. Moving the Spring Program to an Ad-Hoc Program**

*We feel this will be problematic, resulting in many call-backs.*

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**RESPONSE:** The proposal is to move the Spring Program to an ad-hoc program. Communications would be required to clearly communicate this change and inform residents of how this ad-hoc service operation works. If/when the ad-hoc program is not required, the Regional bag service program would always remain available. Council does have the option to continue to provide the Spring Service Program as it exists today, however the budget for this service would need to remain in place (\$28,000/year).

**7. Leaf Service timing and Winter**

*Concern over the potential collision of leaf service with winter service.*

**RESPONSE:**

Unfortunately, weather impacts many of our operational services. When the weather cooperates, the service runs smooth and everyone is happy. When the weather challenges us, we do our best to modify/adjust and still perform the task. We've learned from the past. If/when winter sets in early, we must change over to different equipment to perform the same task. The loose leaf service may take a bit longer to complete, but we do our best to complete it as efficiently as possible within these changed conditions. Our communications to the public can highlight the "what-if" scenario and how we will adjust and ask for public patience should the "what-if" happens.

**8. Communications**

*Support for improved communications.*

**RESPONSE:**

Thank you, we agree that improved communications can be of benefit.

**9. Program timing**

*The service should commence in November.*

**RESPONSE:**

Current service start mid-October to end of November over a 6 week period. Commencing the service in November is an option, however, with a delay start will either require staff to extend the program for one (1) additional week into December (increasing the overlapping risk with winter service) or require the use of contract services to condense pick-up efforts over a five (5) week period. No cost savings are identified with this suggestion, however there may be an increased risk of the service being challenged by winter weather.

**10. Budget concerns**

*The 2022 Budget will most likely have notable budget pressures put upon it – should we considering program enhancements at this time.*

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The proposed service level changes results in a net increase of \$2,300 to the 2022 budget. The changes recommended considered operational efficiency (removal of Spring pickup); geographic considerations (mature woodlots); and standardization of service level (by age of the trees, not by zones).

If the alternative service level is chosen (i.e. accelerating the second and third pass to 34 and 50 years respectively), the impact to 2022 budget would be \$22,800. If Spring pickup is to remain, and alternative service level chosen, the impact to 2022 budget would be \$50,800.

Staff have referred these proposals and options to the 2022 Budget Committee recognizing that these service level decisions have financial implications.

#### **11. Further program expansions**

*Will staff be monitoring the community areas that are currently un-serviced to identify necessary service expansions if/when needed?*

#### **RESPONSE:**

Yes, staff will be monitoring all un-serviced community areas (including north of Dundas) in the future. The report notes that when trees in a community areas reach 25 years of age they are most likely producing leaf volumes that may well exceed the provisions of the Regional bag leaf pickup.

The first subdivision in North Oakville has trees planted in 2012/13, which would be a candidate for loose leaf service in/around 2037. Recognizing that trees north of Dundas were planted with an improved planting standard which provided better soil volumes, staff will monitor this against the 25-year service level. Further, staff will also monitor locations adjacent to the NHS bands. Many of the NHS bands have buffers which (at the moment) help diffuse the transfer of leaves onto the residential lots. As the tree canopy matures in different areas, adjustments to service levels may be recommended in the future when required.

Sincerely,

Sam Inchasi, P. Eng.,  
Manager,  
Works Operations

cc:

J. Clohecy, CAO, Town of Oakville  
P. Fu, P. Eng., Commissioner, Community infrastructure  
D. Lambert, C.E.T., Director, Roads and Works Operations

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**INCREASED / ALTERNATE SERVICE LEVEL B (@34 yr) / A (@50 yr) MAP**

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