

Issue 26, [November 2015](#)

- Information and Updates: A Summary of CIF News
- CIF Survey Results: Thank You For Your Thoughts
- A New CIF Centre of Excellence Toolkit
- Compactors Reduce Depot Costs with Fewer Lifts
- Up-to-Date Markets Information For Your Program
- Reusable Bags: Great for Depot & Multi-Res Programs!
- MRF Operation & Preventative Maintenance (PM)
- Strategic RFPs for Recycling
- We've Changed Our Mailing Address

Information and Updates: A Summary of CIF News

This year, we received an extraordinary number of excellent applications to the annual CIF Request for Expressions of Interest demonstrating the ongoing commitment of municipalities to the continuous improvement of the Blue Box Program. We are pleased to announce that funding of \$3,616,850 has been approved for 45 projects and that approval letters have been sent to proponents. While there was substantial additional demand for funding, we hope and expect that many of the projects that were not eligible this year will return for consideration when they are closer to being 'shovel-ready'.

It's said that "everything begins with an idea" and by that standard, the 2015 REOI is primed to yield exciting results – in projects to address cost savings, regionalization and problematic materials and through the development of tools and resources for the CIF Centre of Excellence. As always, CIF values the work that each and every applicant has put into their submissions and we are convinced that your efforts will contribute to the continued strengthening of the Blue Box program.

On another note, as many readers will be aware, the status of CIF has been under discussion as the current Memorandum of Agreement (MOA) will come to a close at the end of December. In his October 29 CEO [Update call](#), WDO CEO Michael Scott indicated that municipalities rely on the CIF for funding to improve the effectiveness and efficiency of Blue Box programs across the province. In his remarks, he confirmed that the WDO's Board of Directors has stepped in to help resolve outstanding issues to ensure continuation of the CIF and will report back at its December 9 meeting.

As indicated at the September 23rd WDO Board meeting, the WDO Board directed WDO staff to develop a Terms of Agreement for curbside composition studies, in

consultation with the CIF Committee. WDO directed, the CIF to include no less than \$200,000 per year in its annual budgets for 2016 to 2018 inclusive for curbside composition studies.

Also at the [September 23 Board meeting](#), the Board passed a motion changing the reporting structure of the CIF, so that the CIF now reports directly to WDO. While the CIF no longer reports to MICP, MIPC will play an important role in the future. WDO has been reaching out to MIPC about how to move forward on this and other important projects (e.g., the Datacall).

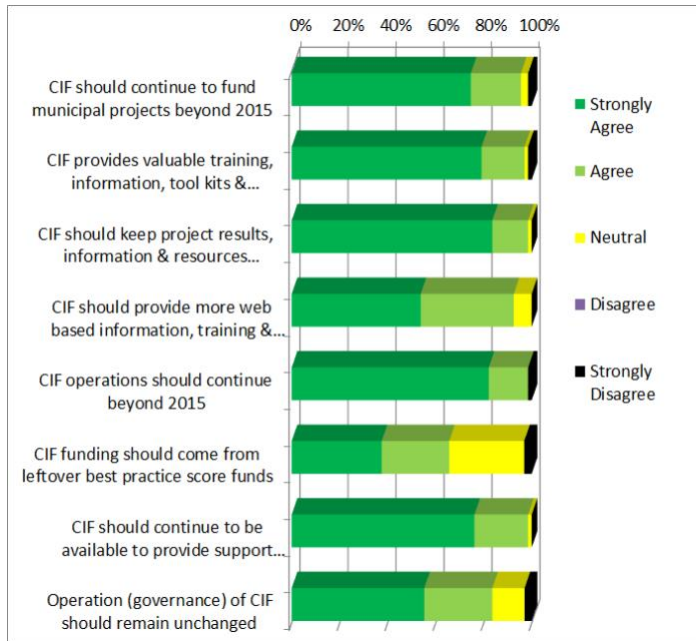
Following the WDO Board meeting, WDO staff shared this CIF update at the October 15th CIF Committee meeting. The CIF Committee offered any assistance WDO required in moving forward with the administrative work and this work is already underway.

Ensure you're on [CIF's mailing list](#) to receive ongoing updates on the Fund.

On another note, we're pleased that so many municipal staff members have signed up to participate in one or both of our two fall training courses. The development of these courses was in direct response to feedback from attendees of our past Contract Management Course and members of the MWA MOC. So please continue to share your ideas on how to improve the value offered through CIF. We're finalizing content for the MRF Operation & Preventative Maintenance (PM) and Strategic RFPs for Recycling courses now. If you haven't signed up yet, please do so they are nearing capacity but we will consider running them again if there is sufficient interest and opportunity. For more information, see the description of courses toward the end of this issue of CIF Connections.

We always welcome your thoughts, questions and concerns and look forward to meeting up with many of you at the November Training courses.

CIF Survey Results: Thank You For Your Thoughts



CIF stakeholders were invited to take part in an online survey as a follow up to a suggestion made at the AMO/CIF Spring Consultation. The survey solicited their views of the CIF. Thank you to the 85 stakeholders who took the time to complete the survey.

The following is a summary of what you told us.

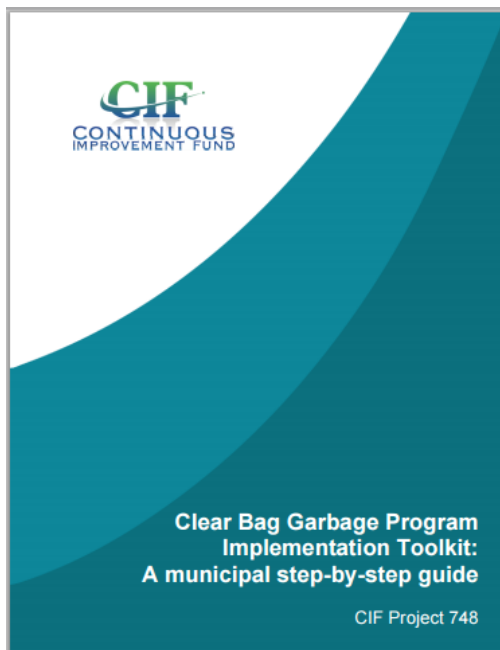
- **Should CIF operations continue beyond 2015?**
The responses were overwhelmingly positive (98.83%)
- **Should CIF continue to fund projects past 2015?**
The responses were overwhelmingly positive (96.47%)
- **Does CIF provide valuable training, toolkits, information and consulting services?**
There was strong agreement that it does (97.65%)
- **Should CIF keep project results, information and resources available beyond 2015?**
There was strong agreement that it should (98.82%)
- **Should CIF provide more web-based information, training and resources?**
There was strong agreement that it should but also a reminder that for some stakeholders, web access is an issue
- **Should CIF funding come from leftover best practice score funds?**
There was agreement that it should but with some questions and concerns that have been noted
- **Should CIF be available to provide support during a transition to EPR, IPR or other system?**
There was strong agreement that it should (94.12%)
- **Should the operation (governance) of the CIF remain unchanged?**
There was agreement that it should; only 2 respondents told us otherwise.

Additional comments

Many of you took time to share comments in addition to the questions above, and provided excellent food for thought, suggesting that services that assist all sizes of municipalities are of value to help address recycling challenges and map out strategies for the future. Numerous comments indicated that CIF should stay “in place, as is, where is. Don't change what is not broken”. We have taken each individual comment into account as we continue to plan for the days ahead.

Of course, this isn't your only chance to convey your views about the CIF. We always welcome your thoughts, comments, kudos and concerns and invite you to [contact any staff member](#) at your convenience or email us at any time.

A New CIF Centre of Excellence Toolkit



Recycling programs that require residents to use clear bags for garbage have made significant inroads in moving recyclables out of the garbage and into the Blue Box. Based on results from several programs and requests for information from others, CIF recognized a need to provide guidance for programs considering this option. If your municipality is interested in options to increase recycling that come with low costs and significant impacts, this is an alternative you should study

The new Clear Bag Garbage Collection Toolkit is intended to provide Ontario municipalities with relevant resource materials to arm them with the knowledge, guidance and expertise of those that have already made the transition. The new toolkit provides all the information you're going to need as a starting point.

Inside it you'll find a description of operational, financial and communications impacts and tools to help to plan for:

- presenting the alternative to local decision-makers
- frequently asked questions and answers
- managing residents' privacy concerns
- planning promotion and education support
- interacting with retailers to ensure the bags your residents will need are available locally
- timelines and milestones
- launching the program
- measuring program impacts.

In addition to all these resources, the toolkit includes a planning and implementation checklist, names of municipal staff that you can contact to discuss your questions and concerns plus eight case studies of programs that have adopted clear bags, in Ontario and throughout Canada.

In short, this resource offers a roadmap to develop, promote and integrate clear bags into your curbside collection program for garbage. It's available in the Projects section of the CIF website: View the [Clear Bag Garbage Collection Toolkit](#)

Compactors reduce depot costs with fewer lifts

Transportation costs usually account for a significant percentage of depot program costs. Compactors present a great opportunity to cut program costs.

Seguin Township, just south of Parry Sound operates four depots in a two stream system to serve a mix of 4,700 year round and 20,000 seasonal residents. Achieving lifts of just over one tonne per 40 yard bin, its aim was to increase payload to four to six tonnes/bin for a substantial reduction in transportation costs.

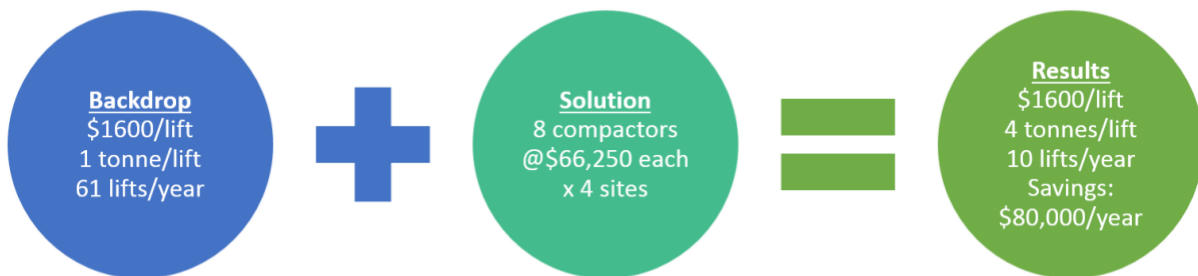


With CIF funding Seguin purchased two compactors per site, including one each for fibres and containers. It has since increased bin payload to approx. Four tonnes/bin and reduced annual lifts from 61 to 10.

At Seguin, total per site installation costs for two compactors came to \$120,000. Staff completed site preparations, but programs that hire contractors to do this work should expect to factor in approximately \$12,500/site to cover upgrades to electrical, hydro upgrades, fencing and labour costs which in Seguin's case amounted to \$30,000.

The bottom line

As always, the key is to ensure the potential savings justifies the capital investment and results in an acceptable payback period. Double check tonnages, installation costs and most importantly, what, if any, changes can be expected to hauling costs once containers (40 yard roll-offs or otherwise) are swapped out for compactors. For Seguin, the business case made sense, and it is on track to achieve \$80,000/year transportation cost reductions with a payback period of six years, which is well within best practice parameters for capital upgrades such as this.



View Report: [Township of Seguin Installation of Compactor Systems](#)

Up to Date Markets Information For Your Program

Ontario Recycling Markets Directory

Are you a broker looking to Register? [Broker Registration.](#)

The Ontario Recycling Markets Directory has been funded by the Continuous Improvement Fund (CIF) and developed by Reclay StewardEdge Inc., to provide municipalities and other stakeholders with a list of buyers (brokers and processors) for post-consumer commodities sorted at Ontario Material Recovery Facilities (MRFs). Users can search for specific commodities and use the contacts provided for distributing tender documents or for obtaining additional information.

Please note CIF, Reclay StewardEdge, its affiliates, or agents DO NOT endorse or recommend an individual broker/buyer in any way. It is the individual municipality/stakeholder's responsibility to contact the broker/buyer for additional information and conduct their own due diligence. If your company is a broker/end market and would like to be added to the list, please [register here](#).

To access a list of Brokers/Buyers of a particular material, please select a Material and/or a Commodity below:

Please select the material:

Please specify the commodity:

<http://reclaystewardedge.com/ormd/>

Having reliable, up to date information about markets for recovered materials is vital for recycling programs as a tool to assess tender bids and plan for future costs and revenues. The new Ontario Recycling Markets Directory answers your questions about markets for materials with a list of brokers and processors for commodities collected in your program.

Use the database to search for buyers of:

- Fibre
- Plastics
- Metal
- Glass and
- Other materials.

You can then specify materials by commodity, for example, zeroing in on plastics, then “HDPE #2” coloured, natural or mixed containers to get the information that’s of greatest benefit for your program. Interested in markets for agricultural film, aluminum off-spec, polycoat or others? You’ll find that and more in the database.

For Dave Faris Yousif, MRF Operations Division Project Manager at the City of Hamilton, “The Ontario Recycling Markets Directory is a valuable tool for municipalities looking for a buyer for their hard to market recyclables. The directory once fully mature will allow municipalities to fully recognize and appreciate the recyclables market.”

Funded by CIF, the Markets Directory has been developed by Reclay StewardEdge. While every effort has been made to ensure that it is comprehensive, we encourage all broker and processor companies to check listings to ensure that details pertaining to their operations are up to date and notify us when changes are underway.

If your company is a broker or end market that is not yet registered in the database, please use the Markets Directory [registration tool](#) to upload your information directly. All information will be reviewed prior to posting.

View the [Ontario Recycling Markets Directory](#)

Reusable Bags: Great for Depot & Multi-Residential Programs!



Reusable bags are great for depot program users and apartment building residents. They offer an ideal solution for getting recyclables to and from the drop off areas.

While they are a low cost solution (\$0.92 each), minimum orders start at 2,000 units and may incur an added cost for artwork of up to \$990.

If your municipality doesn't need that many bags, or finds the artwork fees cost prohibitive given the small quantities you're looking for, CIF staff have a solution!

CIF regularly coordinates group orders, pulling several small orders together to achieve the minimum quantity required. What's more CIF has already created and paid for the plate charge. The artwork is generic, ensuring it works for all programs.

For your municipality there is no need to source suppliers, you can order only the quantities you need, and skip the artwork plate charge.

Over the two-year to-date lifetime of the program, 15 programs have taken advantage of this opportunity, ordering more than 15,000 bags through Instore Products Ltd. Many of them are repeat customers. Even municipalities ordering large quantities have participated, looking to save on the creative fees and to harmonize the promotion and education aspect of the bags with other programs in their area.

Generic Bags: Joint Purchase Highlights
Supplier: InStore Products Ltd.
Price: \$0.92/bag
Volume: 100 to 4000 units
Plate charge: \$0 on your order (\$990 plate charge included in price)
Next Order: Spring 2016 (expected)
More info: Joint Purchase Reusable Bags [Datasheet](#)

We aim to coordinate another order soon, so if you're thinking of adding this to your program either to replace existing stock, offer useful giveaways for events or provide reminder messaging for recycling – ensure you're on [CIF's mailing list](#).

If you're able to make the minimum order and want to do your own design work, that's always an option. Ordering details can be found on [CIF's website](#).

Need blue boxes or carts, ordering instructions can be found there too. CIF has done the legwork for you – identifying reliable suppliers with great products at fixed prices.

The joint purchasing arrangement is in place until the end of January 2016. Plans are currently underway to renew the program - watch for details in upcoming CIF Bulletins!

For more information:

Visit: CIF “Containers” [webpage](#)

Interested but have questions? Contact Carrie Nash 519.858.2396 | carrie.nash@wdo.ca

MRF Operation & Preventative Maintenance (PM)

Wed., Nov. 25

MRF operations comprise a substantial portion of your annual program costs; learn how to keep them in optimal working order to prevent costly breakdowns.

Visit: [MRF Operation & PM Course](#)

Strategic RFPs for Recycling

Thurs., Nov. 26

Request for Proposals (RFPs) results often last for 5+ years; make sure your program receives services at a fair & competitive price with RFPs that encourage bids & competition.

Visit: [Strategic RFPs for Recycling](#)

We’ve Changed Our Mailing Address

Please update your contact information for CIF:

132 Commerce Park Dr., Unit K, Ste. 511, Barrie, ON L4N 0Z7