



2021 Division Road North  
Kingsville, Ontario N9Y 2Y9  
(519) 733-2305  
[www.kingsville.ca](http://www.kingsville.ca)  
[kingsvilleworks@kingsville.ca](mailto:kingsvilleworks@kingsville.ca)

**Date:** January 6, 2020  
**To:** Mayor and Council  
**Author:** Shaun Martinho, Manager of Public Works  
**RE:** Kingsville's Christmas Tree Recycling Program  
**Report No.:** MS2020- 03

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## **AIM**

To provide Council with information regarding updates to the Town's Christmas Tree Recycling Program.

## **BACKGROUND**

The Christmas Tree Collection Program in Kingsville has historically been a door-to-door service. As identified in the collection calendar, for one week residents could place their tree roadside for collection by Public Works. Every year a winter event would interrupt collection causing delays and last minute modifications to collection dates. Trees would become snow covered and freeze to the ground making collection difficult for staff.

In accordance with the Town of Kingsville's Strategic Plan, Municipal Services undertook a review of the program. Three options were discussed:

- 1) Maintain the existing program despite inefficiencies and continue to collect trees using in-house resources.
- 2) Add two extra yard waste collection dates in January and have Green for Life Environmental (GFL formerly WDS) complete door-to-door collection.
- 3) Institute a drop-off program whereby residents take their trees to marked locations strategically placed throughout town.

In an effort to improve efficiencies in Public Works, while maintaining a high level-of-service for residents, a drop-off program was implemented in 2019.

## **DISCUSSION**

The disposal of trees from drop-off locations is flexible and gives Public Works the ability to adapt to changing weather conditions. In addition, the program was extended by four (4) weeks, giving residents additional time for disposal of their tree. Clearly marked drop-off locations were strategically placed throughout town (See Appendix A). To ensure all residents had access to the service; appointments for pick-up could be scheduled if needed.

The inaugural year of the program was a success. Public Works emptied drop-off locations weekly and reported a comparable number of trees to the previous program. Frontline staff received twenty-two (22) requests for pick-up at the door. Pick-up was completed January 16 and the trees were taken directly to the transfer station.

## **LINK TO STRATEGIC PLAN**

Effectively manage corporate resources and maximize performance in day-to-day operations.

## **FINANCIAL CONSIDERATIONS**

GFL quoted a fixed rate of \$3900.00 per yard waste collection date in January.

## **CONSULTATIONS**

Local Municipalities  
Public Works Staff  
Green for Life Environmental (GFL)

## **RECOMMENDATION**

That Council receive information related to the revised Christmas Tree Recycling Program.

Respectfully Submitted,

*Shaun Martinho*

Shaun Martinho, H.B.Sc., C.E.T.  
Public Works Manager

*G.A. Plancke*

G.A. Plancke, Civil Eng. Tech (Env.)  
Director of Municipal Services

*Peggy Van Mierlo-West*

Peggy Van Mierlo-West, C.E.T.  
Chief Administrative Officer