

The Greenock Transfer Station collects between \$100 and \$150 in revenue per week. Wages are approximately \$162 per week. The transfer of material from the Greenock Transfer Station to the Brant Landfill is approximately \$78.75 plus tax per week. There are additional costs throughout the year that include any employee benefits, Engineer monitoring and reporting costs, recycling fees, equipment maintenance, and insurance.

There are currently seven (7) staff shifts available per week between the two sites. Staff are considered permanent part time staff. The current shift schedule is below.

Staff	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Lead Landfill Attendant		7 hours – Brant Landfill	7 hours – Brant Landfill			9 hours – Brant Landfill	
Landfill Attendant			7 hours – Brant Landfill			9 hours – Brant Landfill	
Landfill Attendant		7 hours – Brant Landfill				9 hours – Greenock Landfill	

Analysis:

In May, 2022, a Landfill Attendant position became available. The position posting has been posted for several weeks, including reposts, and there have been no applications. Human Resources staff worked diligently to fill this position through various methods.

Currently there is only a Lead Landfill Attendant and a Landfill Attendant. The Brant Landfill is so busy on a Saturday that two (2) staff members are required, both for Health and Safety and Customer Service needs. One Landfill Attendant is necessary to open the Greenock Landfill on Saturdays. The Municipality requires a minimum of three (3) staff each week under the current hours of operation structure.

Staff have been looking at alternate staffing and operating plans in order to keep the Greenock Transfer Station open. Unfortunately, the Greenock Transfer Station does not make, on a weekly basis, enough revenue to even cover the wages of a landfill attendant, let alone the costs associated with transferring the collected residential waste material to the Brant Landfill and other annual fees associate with operating a Transfer Station site.

With the reduction of staff due to the now vacant Landfill Attendant position, there are concerns that the Greenock Transfer Station may have to close to public use. This will be especially concerning to residents of the former Greenock Township. It is a 21.5 km, 17 minute drive, from the Greenock Transfer Station to the Brant Landfill.

In the interest of keeping this service open for residents in the Greenock area we have outlined two options for Councils consideration:

Option 1: Close the Greenock Transfer Station to residents and solely operate the Brant Landfill (Brant and Greenock residents only). The Greenock Transfer Station site would remain active for future use. The

Municipality would not have to fill the vacant position and two (2) staff members would be available to work at the Brant Landfill on Saturdays, for Health and Safety and Customer Service needs.

Option 2: Open the Greenock Transfer Station on Thursdays or Fridays and close it on Saturdays. This allows for staff to split up the shifts and two (2) staff can work on Saturdays at the Brant Landfill. Residents of Greenock would still have a full day to access the Greenock Transfer Station, just not on Saturdays. If they needed to deliver material on Saturday, residents would have to take their material to the Brant Landfill or utilize the curbside collection program that is always available to them. The Municipality would not have to fill the vacant position. The chart below is a representation of what the scheduling would look like.

Staff	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Lead Landfill Attendant		7 hours – Brant Landfill	7 hours – Brant Landfill	7 hours – Greenock Landfill		9 hours – Brant Landfill	
Landfill Attendant		7 hours – Brant Landfill	7 hours – Brant Landfill			9 hours – Brant Landfill	

In Option 2, the municipality would not have to fill the vacant position. There would be minimal cost savings (payroll cost reduction), however the Greenock Transfer Station would remain open to Greenock residents. The existing staff would be able to each get an additional shift per week, which they are comfortable with. There also could be a consideration of extending the hours at the Greenock Landfill with this option that would still allow residents to transfer waste outside work hours (open until 6:00 p.m.)

With either option, the Ministry of the Environment, Conservation, and Parks would need to be notified and approval would be necessary. This would allow lead time to enact these changes and notify residents.

Strategic Action Plan Checklist:

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

- Recommendations help move the Municipality closer to its Vision Yes
- Recommendations contribute to achieving Heritage, Culture, and Community Yes
- Recommendations contribute to achieving Quality of Life N/A
- Recommendations contribute to achieving Land Use Planning and the Natural Environment N/A
- Recommendations contribute to achieving Economic Development N/A
- Recommendations contribute to achieving Municipal Governance N/A

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective?
N/A

Option 1: There would be a \$15,000 to \$20,000 per year cost savings to the Municipality’s Operating Budget if the Greenock Transfer Station were closed to the public.

Option 2: There would be a minimal cost savings, payroll costs, to Option 2 however the Transfer Station would remain open and active, just a change to the day of the week that it is open.

Reviewed By:

A handwritten signature in black ink, appearing to read 'Trish Serratore', with a stylized flourish at the end.

Trish Serratore, Chief Financial Officer

Respectfully Submitted by:

A handwritten signature in blue ink, appearing to read 'Gregg Furtney', with a stylized flourish at the end.

Gregg Furtney, Director of Operations

Reviewed By:

A handwritten signature in black ink, appearing to read 'Sonya Watson', with a stylized flourish at the end.

Sonya Watson, Chief Administrative Officer