



## **Board of Directors**

### **Addendum 2**

**Thursday, April 2, 2026 at 6:00 p.m.**

**This meeting will be hybrid; in-person and virtually via Webex Platform**

**All hybrid meetings can be viewed live on HCA's You Tube Channel:  
<https://www.youtube.com/user/HamiltonConservation>**

#### **10. Other Staff Reports/Memorandums**

10.5 Request for Tender – Bidder Results for 2026 to 2029 Solid Waste Disposal

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**Report to:** Board of Directors

**Approved for Circulation By:** Lisa Burnside, CAO

**Reviewed By:** Scott Fleming, Director, Central Support Services

**Prepared By:** Liam Fletcher, Senior Manager, Conservation Area Services  
Brandon Good, Senior Manager, Conservation Area Services

**Meeting Date:** April 2, 2026

**Subject:** Request for Tender – Bidder Results for 2026 to 2029 Solid Waste Disposal

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**Recommendation:**

**THAT the Board of Directors award the 2026-2029 Solid Waste Disposal contract to Emterra Environmental at an estimated total cost of \$162,672.43 plus HST.**

**Executive Summary:**

Staff have completed a Request for Tender (RFT) for the 2026–2029 Solid Waste Disposal contract covering the collection and disposal of refuse from all conservation areas operated by the Hamilton Conservation Authority (HCA) and one conservation area operated by the Niagara Peninsula Conservation Authority within the City of Hamilton.

Five submissions were received. Staff recommend awarding the contract to Emterra Environmental, the second lowest bidder.

Emterra aligns with HCA Purchasing Policy Section 6.0, which provides preference for Canadian suppliers where feasible, and, as the incumbent service provider, has demonstrated reliable performance and strong operational knowledge of HCA sites. The cost difference between Emterra and the lowest bidder is approximately \$9,933.63 over the three-year term (approximately \$3,311 annually), inclusive of additional disposal

fees that would apply under the lowest bid. This variance is considered modest and justified given the benefits of service continuity and reduced transition risk.

Emterra Environmental is recommended as the preferred proponent based on policy alignment, demonstrated service performance, and overall best value to the Authority.

**Staff Comment / Discussion:**

A Request for Tender (RFT) process was completed for the 2026–2029 Solid Waste Disposal contract for conservation areas operated by the Hamilton Conservation Authority (HCA), as well as one conservation area operated by the Niagara Peninsula Conservation Authority (NPCA). The contract includes the provision and servicing of waste bins and the disposal of refuse generated at these sites. The current contract expires April 30, 2026.

Five (5) submissions were received from qualified waste management providers. While the lowest compliant bid was identified through the tender process, staff recommend awarding the contract to Emterra Environmental, the second lowest bidder.

Emterra’s submission aligns with HCA Purchasing Policy Section 6.0, which provides preference for Canadian goods and services where feasible. As a Canadian supplier, Emterra supports the Authority’s objective of prioritizing domestic economic benefit within its procurement practices.

Emterra is also the current incumbent service provider and has consistently demonstrated reliability, responsiveness, and high-quality service delivery across HCA conservation areas. Their familiarity with site-specific operational requirements, seasonal fluctuations, and servicing logistics reduces transition risk and supports continuity of service heading into the peak operating season.

The financial variance between Emterra and the lowest bidder is approximately \$9,933.63 over the three-year contract term, equivalent to approximately \$3,311 annually. This variance reflects additional disposal fees that would be applied by the lowest bidder based on estimated tonnage for 20-yard bins. These fees are estimated at approximately \$1,872.60 over the term of the contract.

|               | <b>Emterra</b>    | <b>WM</b>         | <b>Approximate tonnage cost</b> | <b>Variance</b> |
|---------------|-------------------|-------------------|---------------------------------|-----------------|
| <b>2026</b>   | 52,373.34         | 47,856.00         | 594.00                          | 3,923.34        |
| <b>2027</b>   | 54,199.01         | 50,248.80         | 623.70                          | 3,326.51        |
| <b>2028</b>   | 56,100.08         | 52,761.41         | 654.90                          | 2,683.77        |
| <b>Totals</b> | <u>162,672.43</u> | <u>150,866.21</u> | <u>1,872.60</u>                 | <u>9,933.62</u> |

Based on these considerations, Emterra Environmental is recommended as the preferred proponent as the submission best aligns with HCA Purchasing Policy objectives and provides best overall value, considering service continuity, operational familiarity, and reduced transition risk.

**Table A – 2026 – 2029 Estimated Cost Per Year by Provider**

| <b>Provider:</b>        | <b>Emterra Environmental</b> | <b>Wate Management</b> | <b>Miller Waste</b> | <b>Dragonfly</b> | <b>Recycle City</b> |
|-------------------------|------------------------------|------------------------|---------------------|------------------|---------------------|
| <b>Estimated Total:</b> | \$162,672.43                 | \$150,866.21           | \$262,089.49        | \$281,634.76     | \$215,068.50        |

**Strategic Plan Linkage:**

The initiative refers directly to the HCA Strategic Plan 2025 – 2029:

- Connecting People to Nature – Manage and enhance conservation lands utilising best management practices to support nature appreciation and recreation activities.

**Agency Comments: N/A**

**Legal / Financial Implications:**

The cost for solid waste disposal is accommodated within existing approved budgets.

**Related Reports and Appendices: N/A**