



City of Hamilton
WASTE MANAGEMENT
ADVISORY COMMITTEE
AGENDA

Meeting #: 20-002
Date: August 26, 2020
Time: 10:00 a.m.
Location: Due to the COVID-19 and the Closure of City Hall
All electronic meetings can be viewed at:
City's YouTube Channel:
<https://www.youtube.com/user/InsideCityofHamilton>

Hayley Court-Znottka, Administrative Secretary, Environmental Services (905) 546-2424 ext.2040

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(Added Items, if applicable, will be noted with *)	
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9. NOTICES OF MOTION**10. MOTIONS****11. GENERAL INFORMATION / OTHER BUSINESS****12. ADJOURNMENT**



Hamilton

MINUTES WASTE MANAGEMENT ADVISORY COMMITTEE

Monday February 3, 2020

9:30 a.m.

Room 264, 2nd Floor

City Hall

71 Main Street West, Hamilton

Present: Chair: Councillor Maria Pearson
Vice-Chair: Councillor John-Paul Danko
Members: Councillor Nrinder Nann
Kevin Hunt
Lynda Lukasik
Secretary: Hayley Court-Znottka

Also Present: Craig Murdoch, Director of Environmental Services
Angela Storey, Manager of Business Programs
Catherine McCausland, Manager of Recycling & Waste Disposal
Rob Conley, Senior Project Manager, Landfills
Ryan Kent, Senior Project Manager, Waste Planning
Raffaella Morello, Senior Project Manager, Waste Planning
Glenn Watt, Project Manager, Waste Collections
Mike Stelmach, Project Manager, Contract Operations

1. APPOINTMENT OF COMMITTEE CHAIR AND VICE-CHAIR FOR 2020

(Lukasik/Nann)

- (a) That Councillor Pearson be appointed as Chair of the Waste Management Advisory Committee for 2020; and,
- (b) That Councillor Danko be appointed as Vice-Chair of the Waste Management Advisory Committee for 2020.

CARRIED

2. CHANGES TO THE AGENDA

**Waste Management Advisory Committee
Minutes****February 3, 2020
Page 2 of 5**

There were no changes to the agenda.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. APPROVAL OF MINUTES OF PREVIOUS MEETING**4.1 November 28, 2019****(Danko/Pearson)**

That the Minutes of the November 28, 2019 meeting of the Waste Management Advisory Committee be approved, as presented.

CARRIED**5. DELEGATION REQUESTS****6. CONSENT ITEMS****(i) 2012 Solid Waste Management Master Plan Status of Objectives
(Item 6.1)**

Staff reviewed the status of the 2012 Solid Waste Management Master Plan Recommendations.

7. PRESENTATIONS**8. DISCUSSION ITEMS****(i) 2020 Waste System Contract Planning (Item 8.1)****(a) Material Recycling Facility Request for Proposals**

The Award of Request for Proposals C11-12-19, Operations and Maintenance of the Material Recycling Facility report is included as a Discussion Item on the February 5, 2020 General Issues Committee agenda. The appendices of the report will be discussed in-camera.

(b) Waste Collections Request for Proposals

The Waste Collections Request for Proposals was released on December 23, 2019 and will close on February 14, 2020. RFP C11-55-19 will maintain the current level of service, with the exception of the removal of Leaf and Yard Waste collection during the winter.

Staff will prepare a Recommendation Report for Public Works Committee in Q2 2020.

(c) Central Composting Facility Request for Proposals

The current contract for the operations and maintenance of the Central Composting Facility will expire on December 31, 2020. Staff are currently developing the Request for Proposals (RFP) and are anticipating it to be released in Q1 2020.

An in-house bid team has been established to submit a bid to the RFP.

(ii) Waste-Free Ontario Act Updates (Item 8.2)

(a) Blue Box Transition

Staff are currently participating in stakeholder meetings held by the Ministry of Environment, Conservation and Parks regarding the Blue Box Transition. At these meetings stakeholders are reviewing the materials to be designated, the definition of residential sources, collection service level standards and material capture targets.

The Association of Municipalities of Ontario has requested that municipalities provide a Council resolution by June 30, 2020 which outlines the preferred transition year and if the municipality will continue to provide services or not. Staff are currently preparing a report for Public Works Committee to recommend a preferred transition year for the City of Hamilton.

(iii) Operations Update (Item 8.3)

(a) Promotion and Education

A copy of the 2020 / 2021 Recycling & Waste Guide was provided to Committee Members for review. The new guides will be mailed to residents in March.

As part of the Solid Waste Management Master Plan Review, a public consultation period has been ongoing since January 6, 2020 and will close on February 7, 2020.

(b) Blue Box and Green Bin Enforcement Update

Staff reviewed the data of the number of properties reported to have leaf and yard waste in the green bin since the implementation

of the ban in April 2019. As of the first week of January, 97.34% of material in the green bin was source separated organics and only 0.49% of material was leaf and yard waste and 0% was grass. Visual audits of material coming into the Central Composting Facility will continue.

Staff provided data on the decline in the number of properties that were reported as having black plastic / Styrofoam in the blue box / cart since these materials were removed from the blue box program in the fall of 2019. Staff will arrange visual audits of materials coming into the Material Recycling Facility.

(iv) Solid Waste Management Master Plan Review Update (Item 8.4)

(a) Single-Use Plastics Strategy

Staff reviewed the various categories that are being investigated for a Single-use Plastics Strategy for the City of Hamilton. These categories include:

- Bans in City facilities / work locations / public spaces
- Incentives for customers to bring reusable containers to City food booths
- Infrastructure accessibility at City facilities and public spaces
- Procurement support for City wide contracts
- Promotion and education campaigns for residents and businesses
- Alignment with the Corporate Climate Change Goals
- Continued study of alternatives to plastics products; staff are currently conducting a second test of alternative products at the CCF and provided visuals of these tests
- Legislation and Municipal updates; staff reviewed current federal and provincial legislation that will have an impact on the City's strategy

(b) Update on Solid Waste Management Master Plan Review

The public consultation period for the Solid Waste Management Master Plan (SWMMP) Review is currently being undertaken. Public consultation includes an online survey that is currently available for residents to complete and four Focus Group sessions that will involve single-family and multi-residential residents, as well as local businesses.

The results of the public consultation will be presented during the next Waste Management Advisory Committee (WMAC) meeting.

The draft SWMMP will be presented during the June WMAC meeting, with the final plan to be reported to Council in Q3 2020.

(v) Upcoming Council Reports (Item 8.5)

(a) Waste Audits and Recycling in City of Hamilton Public Space Locations

Waste audits were completed in 2019 to assess materials and contamination rates in public space recycling containers in parks, along streets and at transit stops in the downtown area. The audit showed high contamination ranging from 36% to 56% in the containers.

Staff have prepared an Information Report for the Public Works Committee on February 21, 2020 that supports continuing to offer recycling containers at staffed City parks, with street side litter containers in existing BIA locations, and at Transit stops with multi-sort litter containers. It is not recommended to expand the recycling programs until all impacts of the Blue Box Transition are known.

(vi) Automotive Materials Stewardship Amending Agreement (Item 8.6)

The current Municipal Automotive Materials Services Agreement expires on March 31, 2020. Through Report PW15060, the General Manager of Public Works, in consultation with the Waste Management Advisory Committee, is authorized to approve amendments to the Agreement. The amending agreement will allow the AMS to continue to provide payments to municipalities for the collection of automotive materials such as antifreeze, oil containers, oil filters, etc.

(Hunt/Danko)

That the above-noted Discussion Items from Staff, be received.

CARRIED

9. GENERAL INFORMATION / OTHER BUSINESS

10. ADJOURNMENT

(Danko/Hunt)

That, there being no further business, the meeting be adjourned at 10:28 a.m.

CARRIED

Form: Request to Speak to Committee of Council

Submitted on Sunday, March 1, 2020 - 5:28 am

==Committee Requested==

Committee: Waste Management Advisory Committee

==Requestor Information==

Name of Individual: Femi Afolabi

Name of Organization: Revelations Products

Contact Number: 9053615836

Email Address: femia@revelationsproducts.com

Mailing Address: [REDACTED]

Reason(s) for delegation request:

I would like to request a meeting with the Mayor (or appropriate staff/committee member) pertaining to a sustainability program that could significantly reduce the number of disposable cutleries that are used in Hamilton and end up as waste in landfills, or are incinerated. Currently, plastic cutleries being used in public dining areas often in malls, high schools, and fast food outlets are obtained from petroleum sources through unsustainable production practices, and often after a single use trashed, as they cannot be recycled. Even compostable plastic cutleries need to be processed specially in order to decompose within months, otherwise they do not provide the intended benefits and can even contaminate recycled plastic feeds (Please review the CBS News Investigation in this YouTube link:

<https://www.youtube.com/watch?v=8qCtfkTJxbQ&feature=youtu.be&t>).

These practices are not sustainable as landfill space is limited, and the option of incineration poses its own environmental challenge.

The eco-friendly program, Revelations' Disposable Cutlery Sustainability Program, being offered by Revelations Products in Mississauga, aims to reduce plastic waste and can be implemented without processing costs to the city. Through this program, businesses are supplied with compostable cutleries made from raw materials obtained from crops.

Revelations collects and converts the used cutleries to compost within our facility. This compost is used on local farms to grow crops.

Our goal is to have the program running in Southern Ontario by spring 2020, however, participation by a certain number of cafeterias and fast food outlets will be important in reaching this goal. Despite the program being simple to implement and our compostable cutleries' cost being competitive with costs of other disposable cutleries currently in use, our local marketing efforts have been challenging as several of the relevant local businesses contacted are not showing interest / willing to take any action to address this sustainability issue.

I will like to seek the assistance of the Mayor's office in helping to bring this issue to light, and promote our simple sustainable business idea which helps to protect our environment, and could help the city realize significant sustainability goals. Perhaps with this assistance, it would be possible to introduce these sustainable cutleries to those public dining areas in which the Mayor's office has influence.

This assistance could be in the form of simply networking and making recommendations. Kindly advise me on next steps in raising this issue with the Mayor.

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? Yes



DISPOSABLE CUTLERY SUSTAINABILITY PROGRAM



Revelations Products
www.revelationsproducts.com
1102 Orchard Road
Mississauga, Ontario L5E 2N9, Canada
Phone: (905) 361-5836



Introduction

Revelations' Disposable Cutlery Sustainability Program is a new environmentally sustainable approach to providing disposable plastic cutlery to restaurants in Southern Ontario. This program begins with the growing of crops for plastic manufacture, converting the plastic raw material (made from crops) into disposable cutlery, collecting and converting used cutlery into compost, and returning the compost to farms where it is used to grow more crops. Even compostable plastic cutleries need to be processed specially in order to decompose within months, otherwise they do not provide the intended benefits and can even contaminate recycled plastic feeds.

A CBS News Report studied the path of several used compostable cutleries in the United States, and found that these cutleries were ending up in landfills. Although compostable, these cutleries still need to be processed in certain conditions to biodegrade and become the eco-friendly solutions intended. Revelations' program involves collecting the used compostable cutleries and converting them to compost within our facility. The CBS News Report can be accessed on You Tube (Compostable utensils: Not quite what they claim to be) at this link:

<https://www.youtube.com/watch?v=8qCtfkTJxbQ>



Revelations Products

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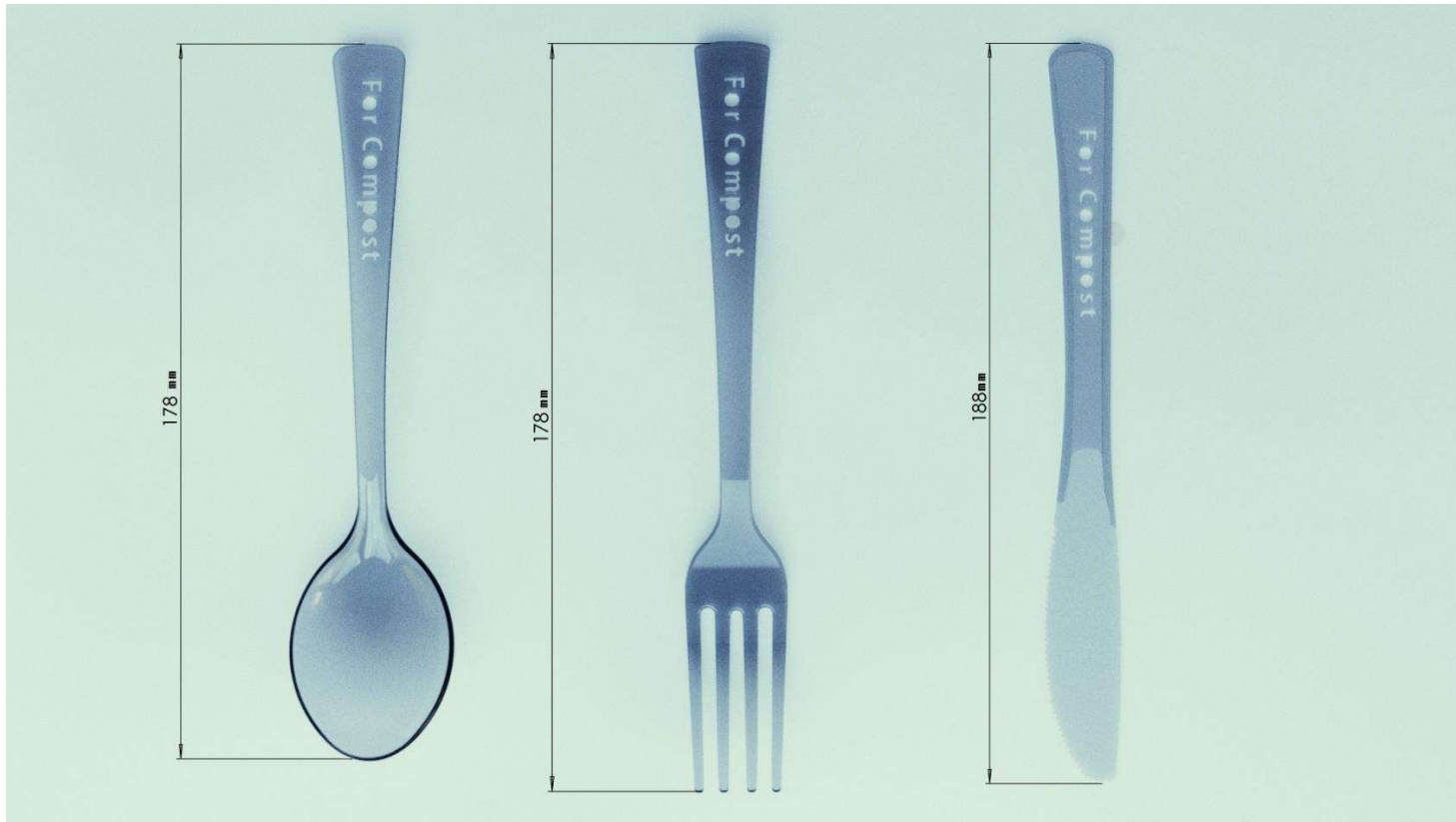


Benefits of Revelations' Disposable Cutlery Sustainability Program

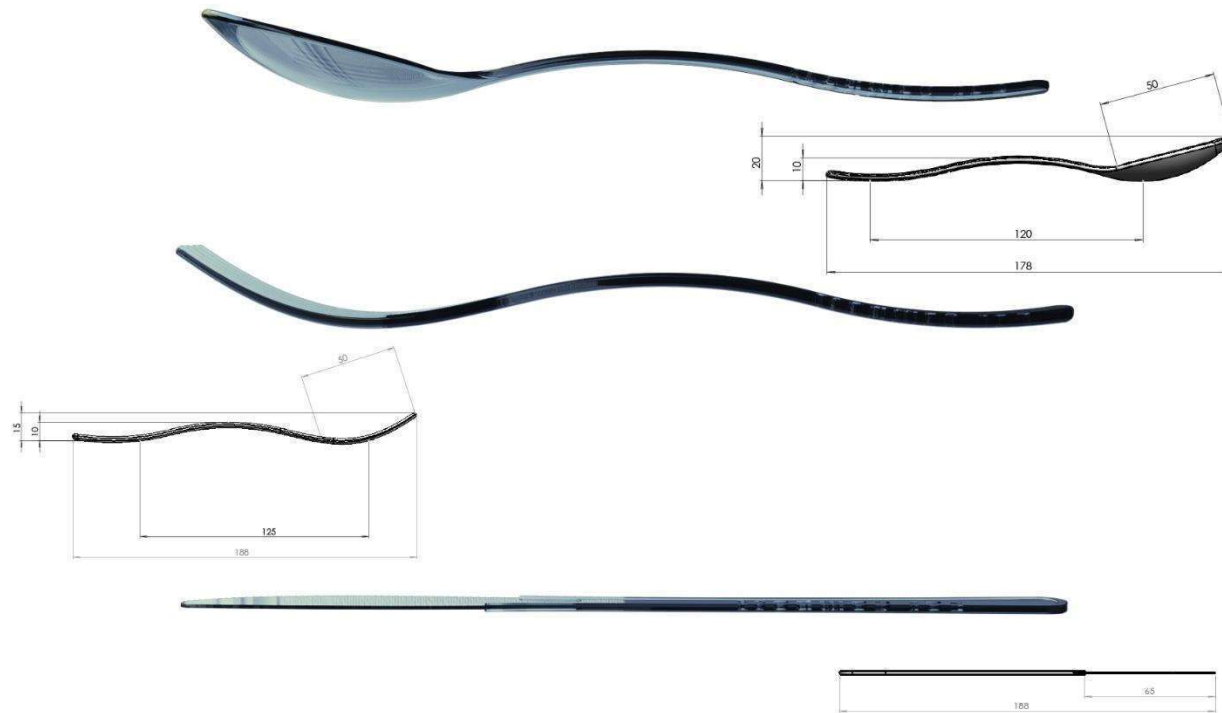
- Revelations manufactures and supplies restaurants with **disposable cutleries that can be composted, at competitive prices** to other disposable cutleries that typically end up in landfills or incinerated thereby polluting the air.
- Eco-friendly cutleries are made from crops (potatoes, sugar cane, corn, wood bark, or corn husk), and **are not petroleum-derived products**.
- Restaurant guests are encouraged to dispose of their used cutlery in Revelations' specially-marked Collection Boxes. Used cutlery are regularly picked up and converted into compost at Revelations' facility. This compost is supplied to farms for use in growing new crops. This helps restaurants move towards **more environmentally-friendly operations**.
- Customers enjoy **cost savings from our free delivery and collection services** in Southern Ontario.
- Revelations' used cutlery collection boxes and bags help to **reduce customers' waste**.
- Revelations' cutlery sets are **available in several colors**.



MEASUREMENTS IN MILLIMETERS (MM)

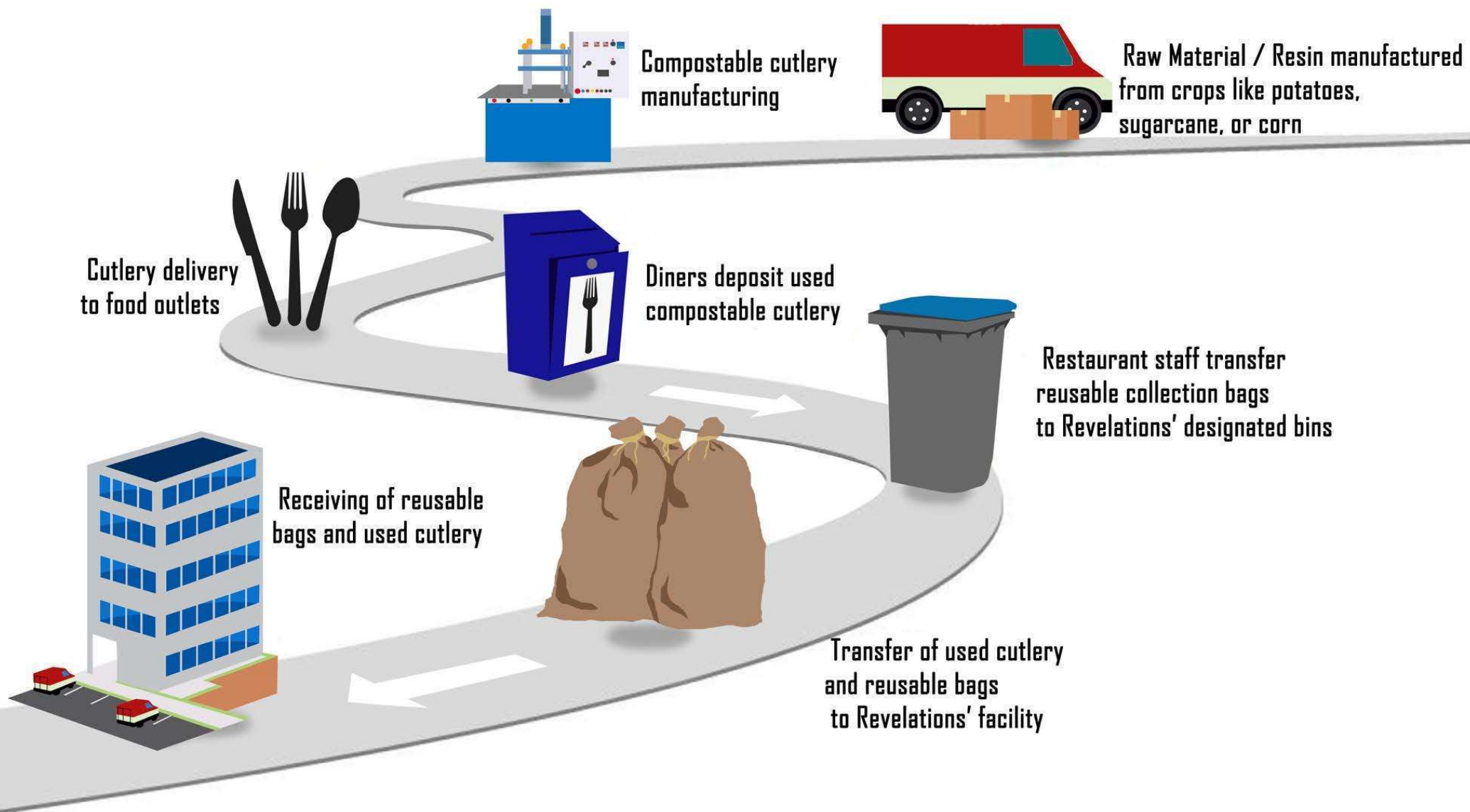


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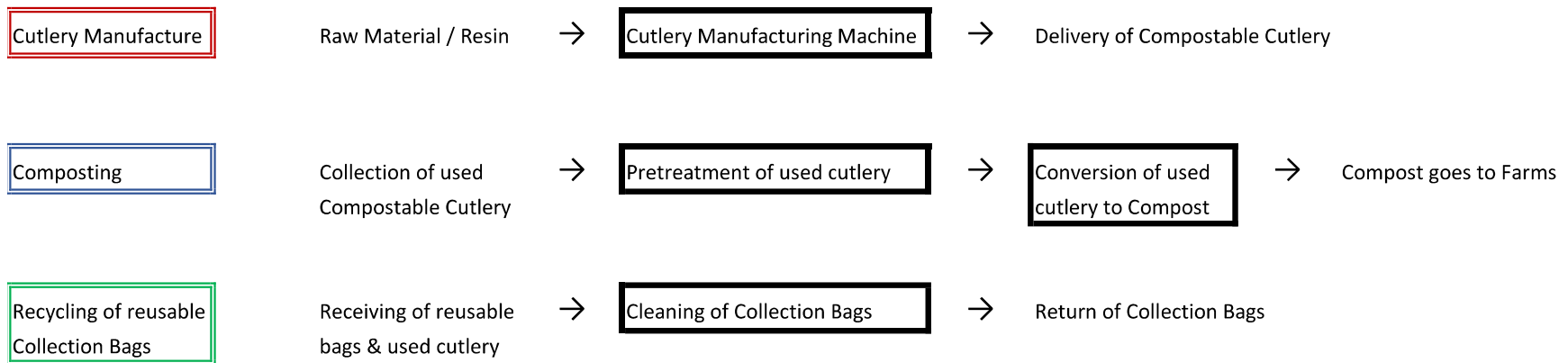


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Schematic of Revelations' Operations



Facility Processes





Revelations' Cutlery Program Pricing

Supplies

- | | |
|--|--|
| • Box of 500 each (Forks, Spoons, or Knives) | \$35 per box |
| • Used Cutlery Collection Boxes (with Artwork) | \$25 per box |
| • Bundle of reusable Burlap collection bags (25 each per bundle) | \$50 per bundle
(\$4 each for replacements) |
| • Eco-friendly plastic-free dental floss (for cafeteria customers) | \$0 (no charge) |

Note:

- Taxes are extra
- Free delivery (delivery charge applicable if more than 1 visit in a 2-week period)



Revelations' Cutlery Program Pricing (for Retailers)

Revelations' Disposable Cutlery Sustainability Program can also supply retailers with our compostable cutlery at wholesale prices. In this option, the compostable cutleries are offered in eco-friendly packaging. Customers living in municipalities that support our program simply dispose of used cutleries with their garbage or recycle items. These used cutleries are collected from the municipal waste collection centers for composting.

Supplies

- Packages of 15 each (Forks, Spoons, Knives, or combinations) \$1 per package

Note:

- Taxes are extra
- Free delivery (delivery charge applicable if more than 1 visit in a 2-week period)

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Consent Item






SWMMP Status of 2012 Recommendations

Item 6.2

SWMMP Status of 2012 Recommendations

Item	Description	Status	Notes
1	Increase targeted education		Recycling, Green bin, Waste Survey
2	Promote the use of incentives		Gold box (Total 19,830 awarded to date in 2020)
3	Focus on the Multi-Res and Commercial sector		13,320 pieces of education material distributed to Multi-Res properties. Participation flat / Diversion down.
4	Investigate management of construction and renovation waste		Accepts at CRCs as garbage and charges a user fee. Have not implemented free or reduced fee.
5	Continue advocating for EPR		WFO act, Blue Box Transition meetings - staff attend workshops and updates regularly, review of literature as distributed.

SWMMP Status of 2012 Recommendations

Item	Description	Status	Notes
6	Expanding the list of divertible material		Unknown future due to WFO act. Volatile end markets. Pause facility changes.
7	Explore municipal processing partnerships		CCF agreements ended in 2018
8	Feasibility study on expanding capacity at the CCF		Study has not occurred.
9	Feasibility study on single-stream processing and capacity increase at the MRF		2014-17 studies. Increased investment required in MRF equipment. Unknown future due to WFO act.
10	Operational review of TS / CRCs		Study complete in 2016. Recommend additional TS/CRC or expand Mountain.



2020 Waste System Contract Planning

Item 8.1

Operations and Maintenance of the Material Recycling Facility RFP

- Operations and Maintenance of the Materials Recovery Facility was awarded at the February 12, 2020 Council Meeting to GFL Environmental Inc.
- The Contract was updated based on the negotiations that took place in the fall of 2019 and the Contract was signed in April.
- The installation of new processing equipment still needs to be completed as there have been manufacturing delays as a result of COVID-19
- There have been no disruptions to processing the City's Blue Box materials due to either the Contract transition or COVID-19

Waste Collection Services RFP (C11-55-19)

- February 14, 2020 - RFP C11-55-19, Waste Collections Services closed
- May 27, 2020 - Council approved staff recommendations and awarded the contract to GFL Environmental Inc.
- Contract Details
 - Commencement Date – March 29, 2021
 - Seven-year waste collection service contract (included one optional, one-year extension)
 - Level of service remains the same with the exception of the Leaf and Yard Waste Program (weekly collection from March to November)

Central Composting Facility RFP

- May 25, 2020 – RFP C11-09-20, Operation and Maintenance of the CCF was released
- June 24, 2020 – Motion was approved by Council directing staff to cancel and reissue RFP C11-09-20 in order to add a second processing option
- New reissued RFP will include the following options:
 - Project A – Operation and Maintenance of the CCF
 - Project B – Offsite third-party processing while using the CCF as a transfer facility
 - In-house Bid – Internal bid to be submitted for Project A



Waste-Free Ontario Act Updates

Item 8.2

Waste Free Ontario Act – Waste Program Transition

Blue Box Program Transition

- AMO requested Municipal Council resolutions by June 30, 2020 to identify the municipality's preferred transition year (2023, 2024, or 2025), rationale, and interest to provide recycling services
- The City's requested transition date is between April 1, 2023 to December 31, 2023 which requires the early termination of the contracts for the City's Material Recycling Facility (MRF) operations and recycling collection
- Stewardship Ontario will submit its proposed Blue Box Program Wind-up Plan to the Resource Productivity and Recovery Authority (RPRA) expected September, 2020
- The RPRA expects to review, consult on and approve the proposed wind-up plan by December 31, 2020. Release of the final regulation is anticipated in early 2021

Waste Free Ontario Act – Waste Program Transition

Battery Program (O. Reg 30:20)

- As of July 1, 2020, battery producers are responsible for collecting and reusing, refurbishing or recycling their batteries. The new regulation applies to single-use and rechargeable batteries weighing 5 kg or less sold separately in Ontario.
- Battery producers will need to establish 34 collection sites within City of Hamilton based on our population calculation.
- Impact for Municipalities:
 - If municipalities want to collect used batteries as a service for residents, their sites need to be included in a collection network set up by a battery producer or Producer Responsibility Organization (PRO).
 - The City will establish an agreement with a PRO to continue battery collection at the CRCs and receive compensation.

Waste Free Ontario Act – Waste Program Transition

Municipal Hazardous or Special Waste Program (MHSW)

- Ontario's MHSW program to manage all designated materials except single-use batteries will cease operation on June 30, 2021
- On April 1, 2020, the Minister of the Environment, Conservation and Parks directed Stewardship Ontario (SO) to develop amendments to the MHSW Program Wind-Up Plan concerning the return of surplus funds
- The Resource Productivity and Recovery Authority recently approved SO's proposed ISO Surplus Fund Transfer Addendum to the Wind-Up Plan for the MHSW program
- The proposed MHSW regulation will be released in fall 2020 for public consultation on the Environmental Registry



Operations Update

Item 8.3

Promotion and Education

- While working from home, staff are continuing to communicate and educate on proper waste sorting for recycling, yard waste, green bin and batteries.
- Work has started on the Recycling and Waste Collection Calendar for Apr 2021 – Mar 2022. Will come to WMAC in Q1 for feedback prior to finalizing. Trash tags will be green and the calendar will still include 12 and an additional 14 can be requested.

Blue Box Recycling Audits / Contamination

Quarterly Audit Contamination Rates

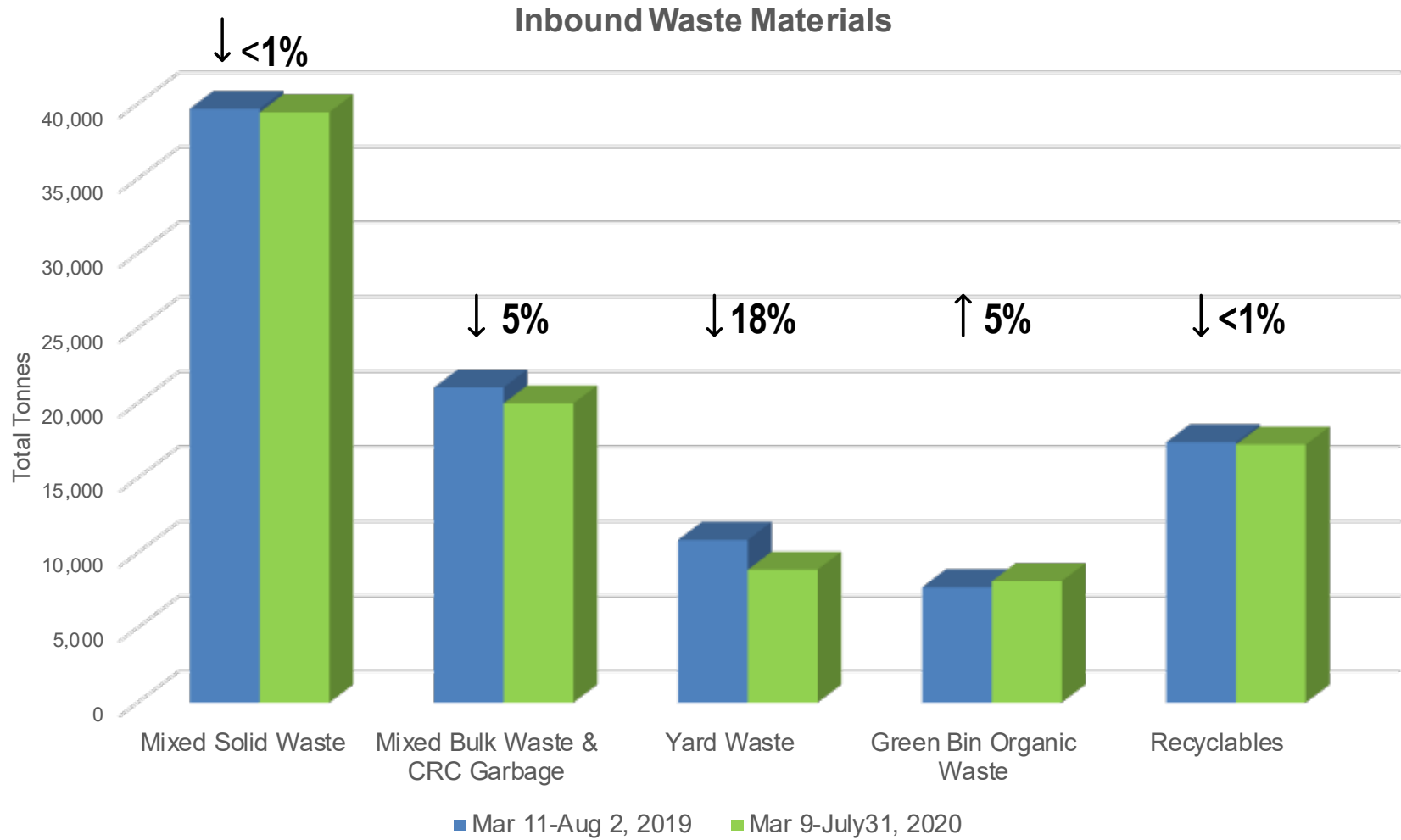
	Jul-20	Dec-19	Sep-19	Jun-19	Mar-19
Container Contamination	22.31%	26.77%	25.02%	23.56%	29.27%
Fibre Contamination	13.57%	7.32%	6.70%	8.68%	8.88%

- March 2020 audit was cancelled due to COVID-19
- To address contamination rates in the MRF, staff will be implementing an audit program which will include;
 - More frequent material audits
 - Better definitions of the types of contamination in the 2 streams
 - Audits will be performed by MRF staff who have the knowledge and expertise to complete this work
- Goal is to reduce contamination rates through targeted promotion and education programs for the residents

COVID-19 Operations Impacts

- Many municipalities reported a significant increase in waste generated compared to the same period in 2019 based on a recent industry led project to assess residential and ICI waste disposal due to COVID-19 impacts
- Hamilton's tonnage between March to July:
 - Decrease in garbage, bulk waste, and yard waste collected at curbside and residential/ICI drop-off at the City's Transfer Stations & Community Recycling Centres;
 - Slight decrease in the amount of recyclable materials;
 - Slight increase in the amount of green bin materials.
- Other than COVID-19 impacts, waste generation is impacted by various factors such as economic conditions, weather conditions, growth, and changes to waste programs.

COVID-19 Operations Impacts





Single-Use Plastics Strategy

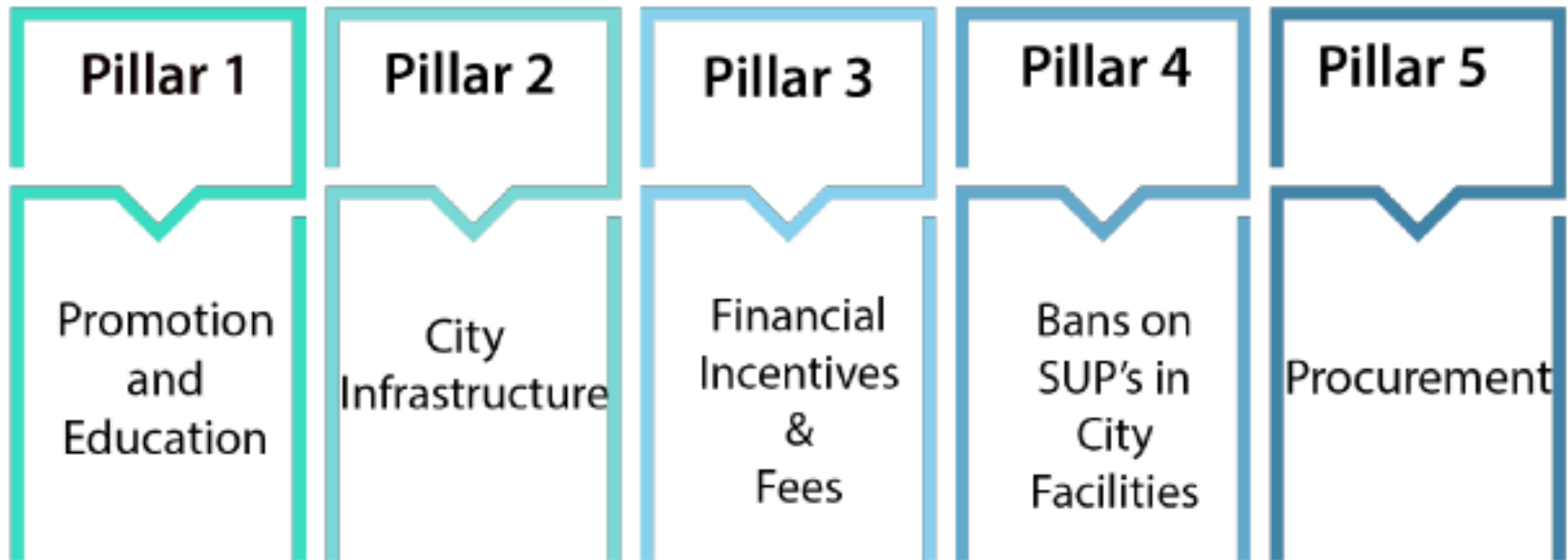
Item 8.4

Single-use Plastics Strategy

- To be presented to Public Works Committee on October 19th
- Strategy has been drafted and includes 19 action items under 5 pillars
- Aside from action items, Strategy includes:
 - What other jurisdictions are doing/have done
 - Results of product testing at the CCF
 - Related Federal and Provincial legislation

Single-use Plastics Strategy

- Strategy Pillars:



Single-use Plastics Strategy



ACTION ITEMS

1. Reduction of SUPs will continue to be promoted in annual waste guides/calendars
2. Reduction of SUPs will be promoted at community events and presentations
3. Material will be provided to businesses to assist in the reduction of SUPs
4. Create recognition program for businesses that significantly reduce their use of SUPs

Single-use Plastics Strategy



ACTION ITEMS

1. Aged water fountains will continue to be replaced with fountains capable of filling water bottles
2. Investigate feasibility of installing a water fill station at King's Forest golf course
3. Continue to install water fill stations in arenas, MSCs and other City buildings

Single-use Plastics Strategy



ACTION ITEMS

1. Implement an additional charge for SUPs (such as coffee cups) at arenas and other City buildings
2. Provide discounts to patrons at City buildings for using reusable items and paying in advance

Single-use Plastics Strategy

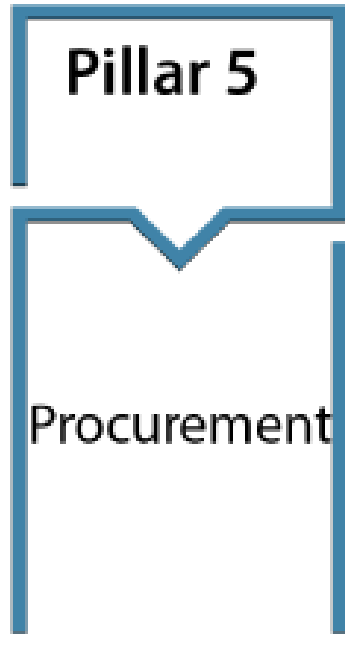
Pillar 4

Bans on
SUP's in
City
Facilities

ACTION ITEMS

1. Update public health requirements for vendors at events
2. Require events to have compostable products approved by the City to be eligible for waste services through the City
3. Require vendors at events to provide SUPs by request only
4. Require all food service operators on City property to use compostable alternatives to SUPs approved by the City
5. Ban the use of SUPs at staff meetings, advisory committee meetings etc.
6. Require offices with kitchenettes to be supplied with reusable items including pitchers, glasses & mugs

Single-use Plastics Strategy



ACTION ITEMS

1. Work with Procurement to develop preferences for products with reusable content
2. Increase required amount of recycled content for blue boxes and green bins
3. Develop requirements for compostable alternatives to SUPs and replace the purchase of SUPs with compostable alternatives where possible
4. Develop social procurement elements that support the reduction of SUPs and other waste reduction measures

Single-use Plastics Strategy

Questions on this item?



Solid Waste Management By-Law Update

Item 8.5

Solid Waste Management By-Law

- Currently scheduled to be presented to Public Works Committee on October 19th
- By-Law has been revised to include:
 - Removing black plastic and polystyrene from the list of acceptable recyclables
 - Serviceability requirement for buildings to have to meet design requirements, to receive waste services
 - Removing all fees – these will be included in the annual Tax Supported User Fee By-law moving forward
 - Moving acceptable materials and waste containers to Schedules
 - Removing duplication and inconsistencies

Solid Waste Management By-Law

- Revised by-law provides the General Manager with the authority to amend the Schedules included in the revised by-law:
 1. Schedule “A” – Recyclable Materials, Organic Materials, Yard Waste and Christmas Trees
 2. Schedule “B” – Prohibited Collection Waste
 3. Schedule “C” – Community Recycling Centres
 4. Schedule “D” – Permitted Waste Containers
 5. Schedule “E” – Enhanced Collection Areas
 6. Schedule “F” – Agreement for On-Site Collection of Municipal Solid Waste

Solid Waste Management By-Law

- Authority to Amend Schedules:
 - The General Manager shall have authority to amend Schedules to the By-law by filing the amended Schedule with the Clerk.
 - The General Manager shall notify the Waste Management Advisory Committee of any change to the Schedules of this By-law on or before the next scheduled meeting of the Waste Management Advisory Committee. This requirement may be satisfied by notifying the Waste Management Advisory Committee of a proposed change to the Schedules of this By-law prior to the General Manager filing such amendment with the Clerk.
- Any changes made by the GM will be seen by Council through WMAC minutes