



City of Hamilton
WASTE MANAGEMENT
ADVISORY COMMITTEE
AGENDA

Meeting #: 20-003
Date: September 28, 2020
Time: 1:30 p.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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1. APPROVAL OF AGENDA	
(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

Wednesday August 26, 2020

10:00 a.m.

Due to COVID-19 and the Closure of City Hall

All electronic meetings can be viewed at the City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton>

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

Also Present: Craig Murdoch, Director of Environmental Services
Angela Storey, Manager of Business Programs
Joel McCormick, Manager of Waste Collection
Catherine McCausland, Manager of Recycling & Waste Disposal
Rob Conley, Senior Project Manager, Landfills
Scott Hembruff, Senior Project Manager, Waste Processing
Raffaella Morello, Senior Project Manager, Waste Planning
Ryan Kent, Waste Planning Program Coordinator

1. CHANGES TO THE AGENDA

There were no changes to the agenda.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING**3.1 February 3, 2020****(Nann/Danko)**

That the Minutes of the February 3, 2020 meeting of the Waste Management Advisory Committee be approved, as presented.

CARRIED**4. COMMUNICATIONS****5. WRITTEN DELEGATIONS**

5.1 Written Delegation from Femi Afolabi, Revelations Products, Respecting Disposable Cutlery Sustainability Program.

(Danko/Lukasik)

That the written delegation by Femi Afolabi, Revelations Products, be received.

CARRIED**6. CONSENT ITEMS****(i) SNC Lavalin Public Consultation related to the Solid Waste Management Master Plan Review (Item 6.1)**

The project team from SNC-Lavalin Inc. presented regarding the public consultation process that was undertaken to provide an opportunity for community stakeholders to provide feedback for the Solid Waste Management Master Plan review and update.

Councillor Pearson relinquished the Chair to Councillor Danko

(ii) 2012 Solid Waste Management Master Plan Status of Objectives (Item 6.2)

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

(Hunt/Nann)

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

CARRIED**7. STAFF PRESENTATIONS**

There were no staff presentations.

8. DISCUSSION ITEMS**(i) 2020 Waste System Contract Planning (Item 8.1)****(a) Operations and Maintenance of the Material Recycling Facility Request for Proposals**

The Contract for the Operations and Maintenance of the Material Recycling Facility was awarded to GFL Environmental Inc. at the February 12, 2020 Council meeting. It is a seven-year contract that commenced on March 30, 2020.

(b) Waste Collection Services Request for Proposals

During their meeting of May 27, 2020, City Council approved staff recommendations and awarded the Contract for Waste Collection Services to GFL Environmental Inc. It is a seven-year contract with one optional, one-year extension, that will commence on March 29, 2021.

(c) Central Composting Facility Request for Proposals

On May 25, 2020, Request for Proposals C11-09-20, Operation and Maintenance of the Central Composting Facility was released; however, Council approved a Motion at their meeting of June 24, 2020 directing staff to cancel and reissue the Request for Proposals (RFP) in order to add a second processing option.

The reissued RFP will include the following options and is anticipated to be released in September:

- Project A – Operation and Maintenance of the CCF
- Project B – Offsite third-party processing while using the existing CCF as a transfer facility
- An In-house Bid to be submitted for Project A

(ii) Waste-Free Ontario Act Updates (Item 8.2)**(a) Blue Box Transition**

The City of Hamilton (the City) has submitted a council resolution to the Association of Municipalities in Ontario with a preferred transition date between April 1, 2023 and December 31, 2023, which will require the early termination of the City's contracts for the Material Recycling Facility operations and curbside recycling collection.

It is anticipated that Stewardship Ontario will submit a proposed Blue Box Program Wind-Up Plan to the Resource Productivity and Recovery Authority (RPRA) and that the RPRA will release the final regulation in early 2021.

(b) Battery Program

As of July 1, 2020, battery producers are now responsible for collecting and reusing, refurbishing or recycling their batteries. Based on the population of Hamilton, producers will establish 34 collection sites across the city and the City of Hamilton will be included in this collection network and continue to collect batteries at the Community Recycling Centres and Municipal Service Centres.

(c) Municipal Hazardous or Special Waste

As of June 30, 2021, Ontario's current Municipal Hazardous or Special Waste program will cease operation. Stewardship Ontario was directed to develop amendments to the MHSW Program Wind-Up Plan concerning the return of surplus funds and their proposed ISO Surplus Fund Transfer Addendum to the Wind-Up Plan was recently approved.

The proposed MHSW regulation will be released for public consultation in the fall of 2020.

(iii) Operations Update (Item 8.3)

(a) Promotion and Education

Preparation has begun for the Recycling and Waste Calendar for April 2021 to March 2022. Trash tags for residents will be green and 12 tags will be included with the calendar and an additional 14 can be requested. Staff will review the draft calendar with WMAC Members no later than January 2021 for feedback prior to finalizing.

(b) Blue Box Recycling Audits / Contamination

Staff reviewed the results of quarterly audits done at the City's Material Recycling Facility (MRF) since March 2019. To address contamination rates, staff will be implementing more frequent material audits that will be completed by MRF staff and will develop targeted promotion and education programs for residents.

(c) COVID Collections and Processing Impacts

While many municipalities reported a significant increase in waste generated during the period between March and July 2020 due to COVID impacts, Hamilton saw a decrease in garbage, bulk waste, yard waste and recyclable materials collected and a slight increase in the amount of green bin material collected.

(iv) Single-Use Plastics Strategy (Item 8.4)

In May 2019, Council directed staff to report back to the Public Works Committee on the feasibility of creating single-use plastics strategy for the City of Hamilton. Staff are preparing a report for later this year to provide information on the draft strategy that will include action items under five pillars, as well as what other municipalities are doing, results from product testing at the City's Central Composting Facility and any related provincial or federal legislation.

Staff provided an overview of the five Strategy Pillars and the action items associated with each pillar. They are Promotion and Education, City Infrastructure, Financial Incentives and Fees, Bans on Single-Use Plastics in City Facilities, and Procurement.

(Danko/Hunt)

That Pillar 3: Financial Incentives and Fees be revised to include an action item for staff to investigate different incentives, either charges or savings and implement the most effective method.

CARRIED**(Hunt/Danko)**

That Pillar 3: Financial Incentives and Fees be revised to include an action item for staff to investigate enforcement mechanisms for vendors at events at City facilities and on City property.

CARRIED**(Danko/Nann)**

That Pillar 4: Bans on Single-Use Plastics in City Facilities be revised to include an action item for staff to investigate a ban on the sale and use of plastic water bottles in City facilities where water bottle fill stations are accessible.

CARRIED**(v) Solid Waste Management By-law Update (Item 8.5)**

Staff are preparing a report for the October 19, 2020 Public Works Committee regarding revisions to the Solid Waste Management By-law.

Staff provided an overview of the revisions that are being proposed, including removing black plastic and polystyrene from the list of acceptable materials, moving the acceptable materials and waste containers list to schedules and removing any duplication and inconsistencies.

The revised by-law would also provide authority to allow the General Manager of Public Works to amend the schedules included within the by-law.

(Pearson/Danko)

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

CARRIED

9. NOTICES OF MOTION

There were no Notices of Motion.

10. MOTIONS

There were no Motions.

11. GENERAL INFORMATION / OTHER BUSINESS

There was no general information or other business.

12. ADJOURNMENT

(Pearson/Lukasik)

That, there being no further business, the meeting be adjourned at 12:23 p.m.

CARRIED

Respectfully submitted,

Councillor M. Pearson
Chair, Waste Management Advisory Committee

Councillor J.P. Danko
Vice-Chair, Waste Management Advisory Committee

**Waste Management Advisory Committee
Minutes**

**August 26, 2020
Page 7 of 7**

Hayley Court-Znottko
Administrative Secretary, Business Programs
Environmental Services Division, Public Works Department

Form: Request to Speak to Committee of Council

Submitted on Monday, February 24, 2020 - 8:50 am

==Committee Requested==

Committee: Advisory/Sub-Committee

Name of Sub-Committee: Waste Management Advisory Committee

==Requestor Information==

Name of Individual: Neil Shinder

Name of Organization: End 2 End Ecosolutions Inc.

Contact Number: [REDACTED]

Email Address: [REDACTED]

Mailing Address:

[REDACTED]

Reason(s) for delegation request: Presentation of Green Dog Waste Removal System to the Waste Management Advisory Committee meeting – meeting on April 2nd at 1:30 pm at City Hall.

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? No

Green Dog Waste Removal System Proposal

Presented to

Hamilton Waste Management Advisory Committee

By

End 2 End Ecosolutions Inc. (E2E)

September 22, 2020

According to the Canadian Animal Health Institute, the 2018 dog population in Canada was approximately 8.2 million dogs with 41% of households having at least one dog.

On average, one dog produces approximately one kilogram of waste every three days.

Approximately 20% of this dog waste makes its way to landfill via the public park systems waste collection streams.

Dog waste in landfill environments do not biodegrade either within plastic bags (biodegradeable or otherwise) or not in bags.

With over 80,000 dogs producing over 3,000 Kilos of waste per day within the approximately 400 parks in Hamilton's park system, a large amount of Hamilton's landfill has the potential for diversion and re-purposing in a circular economy framework to help Hamilton move forward towards a Zero-Waste economy.

Dog waste is high in phosphorus, providing a natural plant nutrient for organic farmers and gardeners.

Overarching Goal

- The Federation of Canadian Municipalities' (FCM) Green Municipal Fund's strategic plan outlines approaches that support waste sector goals:
 - *Waste is avoided, recovered and reused through responsible resource management*
 - *Economic, social and environmental benefits must be realized*
- The Green Municipal Fund funds feasibility studies for waste management systems and initiatives that increase the diversion of waste from landfills for all Canadian municipal governments.
- The Waste Free Ontario Act fights climate change by reducing greenhouse gas pollution that results from the landfilling of products that could otherwise be recycled or composted.
- End to End Ecosolutions Inc (E2E) was created to adhere to these mandates.

End 2 End Ecosolutions Inc (E2E)

Neil Shinder

pacific2bay@gmail.com

(cell): [\(1\) 647-628-7567](tel:16476287567)

- Entrepreneur motivated by a passion for the planet and a love of dogs.
- Guided by the principles of a circular economy approach of reuse, recycle and responsible waste management.
- Graduated in 1985 with a BCOM Honors and a CA designation in 1986.
- Senior executive positions focused on financial management and large-scale office space.
- Principal owner in large commercial real estate and property management firm.
- CEO and co-founder in three highly successful global product offerings that redefined the beauty industry.
- Active community member and volunteer since the early 80's.

New Green Solution Transforming Solid Waste Management

- An innovative aid in the elimination of environmentally harmful single use plastic bags used in the pickup of dog waste.
- A unique system that diverts the dog waste stream generated from the public park systems that is currently going to landfill, reducing Hamilton's carbon footprint.

Product Offering

Dog Waste Pickup Tool

E2E utilizes a user-friendly proprietary dog waste pickup tool that does **NOT** use or require plastic bags or the use of **ANY** bags for the pickup of dog waste.

Pickup tool can be used for multiple pickups in one emptying process.

Dog Waste Management System

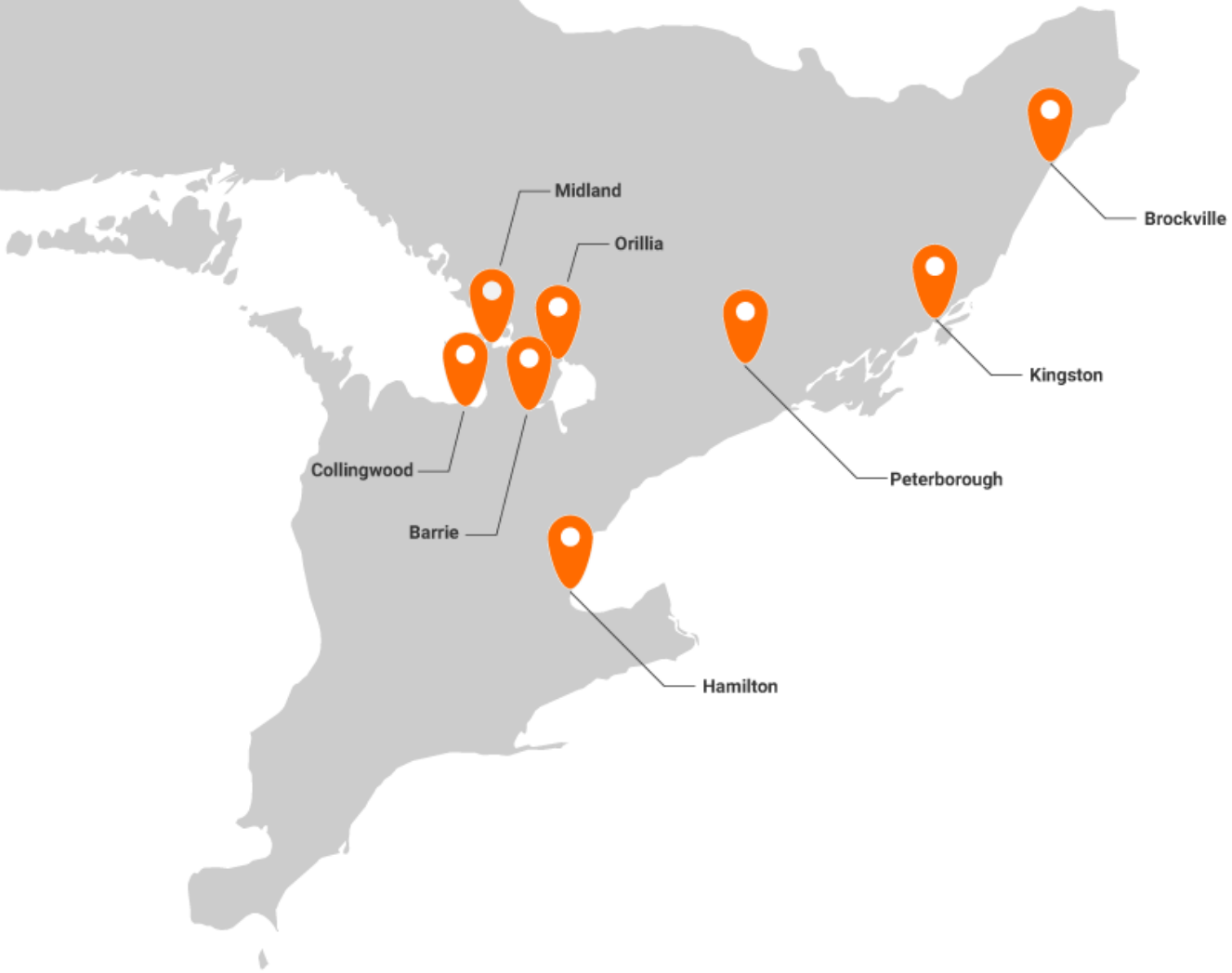
Contents of dog waste pickup emptied into proprietary **E2E** park waste bins and picked up on a weekly basis.

Waste moved outside the municipal area and utilized in a vermicomposting environment (worm facility).

Benefits

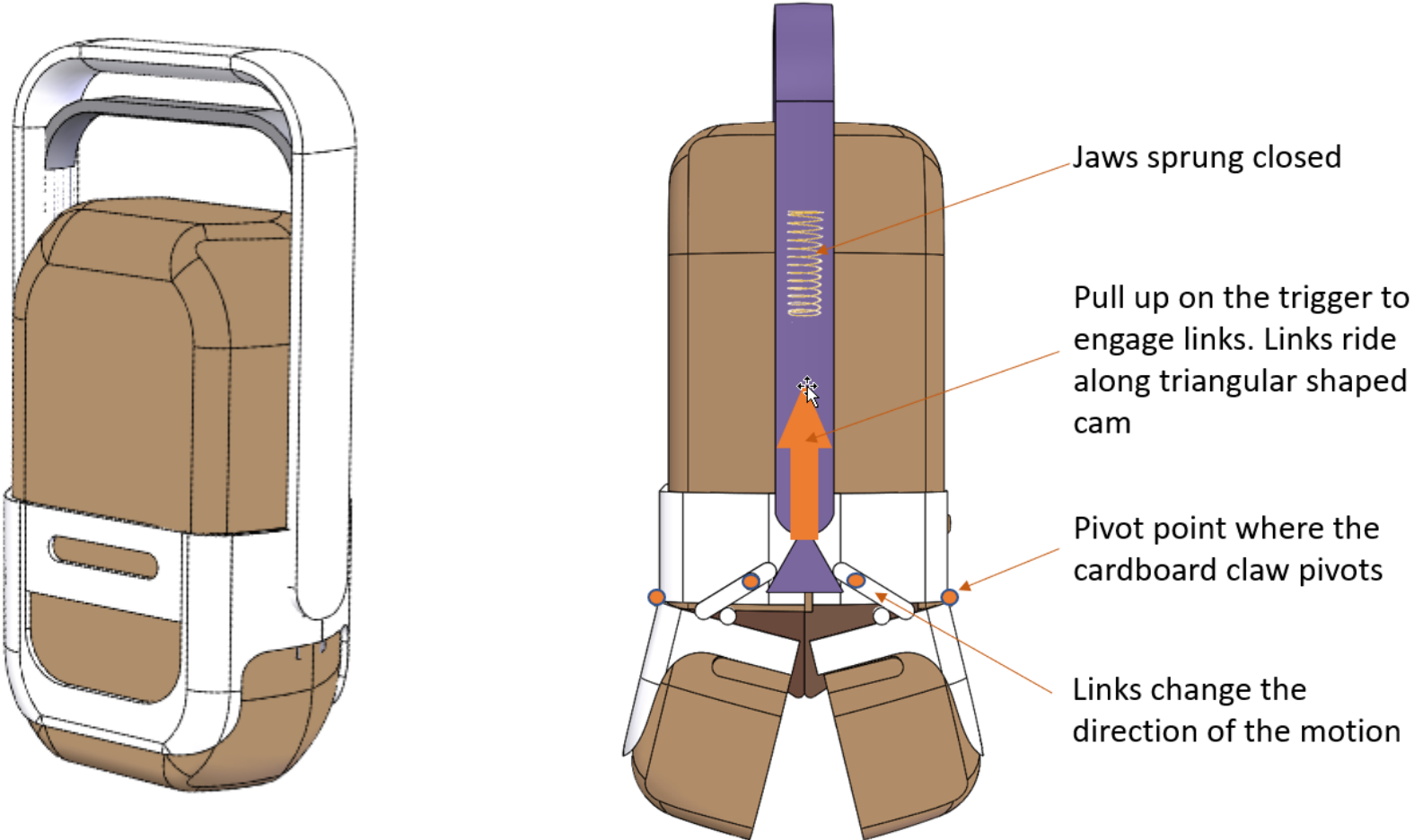
- Cost reductions through diverting and reducing landfill waste.
- Creates sustainable compost available for use post environmental testing. This compost can be utilized in the Hamilton park system to bring this process full circle.
- Minimal alterations to existing operations.
- Multiple health benefits with minimizing exposure to fecal coliform bacteria.
- Reduces harmful single use plastics and landfill usage.
- Advanced thought leadership in municipal waste management and green initiatives.

E2E currently in discussions with the following cities:



Southern Ontario

Dog Waste Pick up Tool



Dog Waste Pickup Tool



Municipal Bin

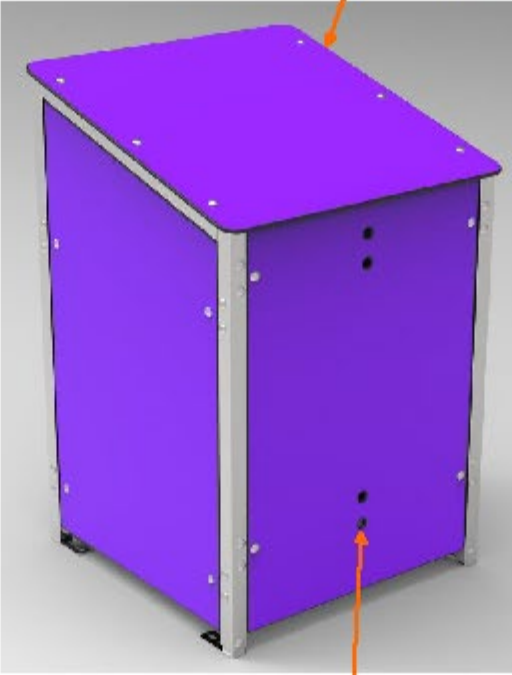
*routed plastic panels
(0.5" coloured HDPE plastic board)*



key cam lock

*adjustable height feet
with mounting plates*

bolt hardware



*top panel with
overhang*

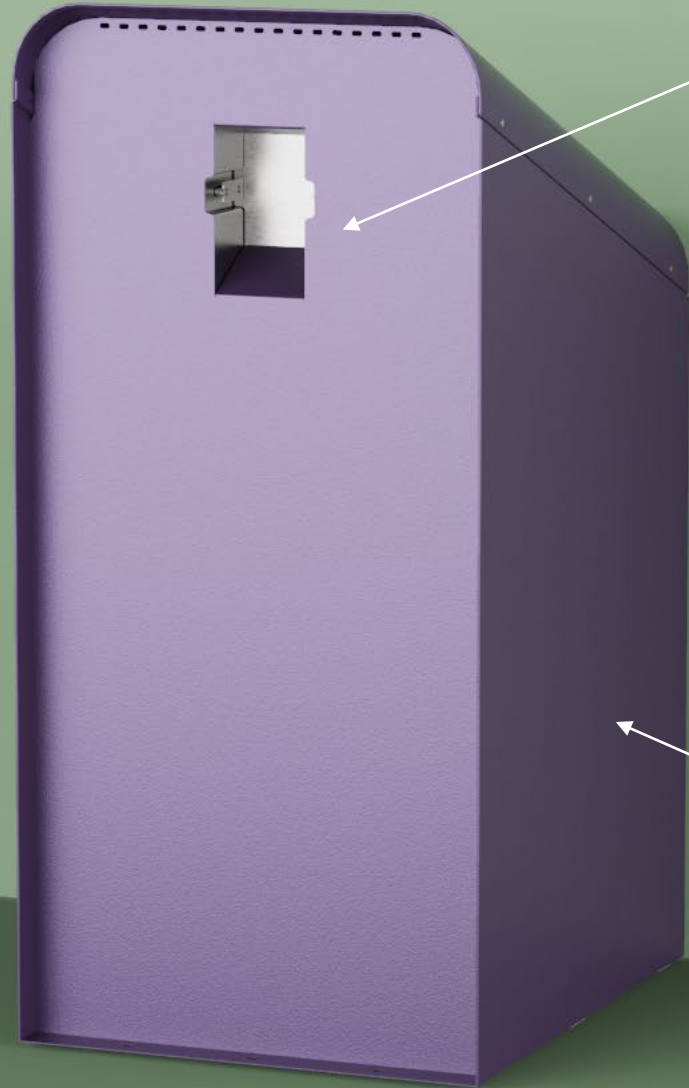
*tie-down holes
(would be horizontal)*

*pulp pod interlock
mechanism / pod
stripping mechanism*



*square tubular
steel frame
(painted or stainless)*

Dog Waste Management System













Design works seamlessly with waste pickup tool

Elegant sheet-metal frame, designed to fit in with communities.

Vermicomposting Process

From collection to compost

Collection	<p>Earthworm Casting  Earthworm can be collected by observing earthworm's casting</p>
Construction of Vermibed and compost pit	<p> Vermibed  Compost pit</p>
Separation of earthworms and solid waste	<p> Vermicompost heap  Meshing</p>
Packaging	<p> Packaging and labelling</p>
Transportation and Marketing	<p>  Green house plant  Plant nurseries  Gardeners</p>

Process of Vermicomposting



E2E wants to be part of the solution

- Landfills emit roughly 20% of all Canadian methane emissions and are a significant contributor to global climate change.
- The more we produce, the costlier it is to manage.
- Ecofiscal solutions are essential to our economy and future.
- E2E invites the Hamilton Advisory Committee interest in submitting a joint application for a feasibility study under the FCM Green Municipal Fund, or any other applicable funding model, to divert municipal solid dog waste from your landfill.
- E2E invites Hamilton Advisory Committee interest to conduct a pilot test of several locations to demonstrate the intended approach for large scale deployment.

**Thank you for
taking the time**

Questions?








Consent Item






SWMMP Status of 2012 Recommendations

Item 6.1

SWMMP Status of 2012 Recommendations

Item	Description	Status	Notes
1	Increase targeted education		Recycling, Green bin, Waste Tip Wednesdays
2	Promote the use of incentives		Gold box (Total 20,070 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

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

Municipal Hazardous or Special Waste Program (MHSW)

- Hazardous Waste Fee Exemption Framework – This proposed new regulation as part of the Resource Recovery and Circular Economy Act would require the Resource Productivity & Recovery Authority (RPRA) to consider exemptions when setting fees to recover Hazardous Waste program costs.
- Hazardous Waste Digital Reporting Service Modernization – This proposed new regulation directs the RPRA to provide a digital reporting service (including registration, reporting, information management, and related items) to make it easier for the regulated community to track and report information for Ontario's Hazardous Waste program.

Waste Free Ontario Act

Waste Electrical and Electronic Equipment (WEEE) program

- The new Electrical and Electronic Equipment (EEE) Regulation (O. Reg. 522/20) was filed on September 21, 2020
- The current program operated by Ontario Electronic Stewardship (OES) which will cease operation on December 31, 2020
- Producers of information technology, telecommunications and audio visual (ITTAV) equipment are required to register by November 30, 2020 and their collection and management obligations will begin on January 1, 2021
- OES previously did not operate a program for lighting. Producers of lighting products are required to register by November 30, 2022 and begin their collection and management obligations on January 1, 2023
- There are no registration and reporting requirements for First Nations, municipalities or other EEE collectors under the EEE Regulation.

Waste Free Ontario Act

Blue Box Program Transition

- Information to be released in Fall 2020 concerning Stewardship Ontario's proposed Blue Box Program Wind-up Plan
- RPRA's release of the final regulation is anticipated in early 2021



Operations Update

Item 8.3

Promotion and Education

Online P&E KPIs

1. Recycle Coach (to end of August)
 - # of mobile users = 11,824
 - # of web app users = 11,473
 - # of “what goes where” searches in August = 13404 (most common were furniture, styrofoam packaging, Styrofoam containers, mattresses and plastic grocery bags)
 - How we stack up?
Compared to our peers, our rating is 260 users per 1,000 hh and our peers avg 237 users per 1,000 hh.

2. Clean & Green Facebook Page (to end of August; in August)
 - # of followers = 913
 - # of post reaches = 1808 (gypsy moth, tar spot, blue box)

3. City Website – top waste pages (for the month of August)
 - Waste Collection Schedule
 - Garbage-recycling
 - Bulk items
 - CRC locations
 - Blue box recycling

Update on Multi-Residential Diversion Program Improvements

- Site inspections
 - This year staff began inspecting multi-residential buildings to confirm on-site details (over 170 inspections performed in 2020)
- 2021 Multi-Residential Waste Audits
 - 20-30 buildings will be audited beginning in January
- Data will be used to establish baseline building information for future studies/initiatives

Clean and Green Initiatives

Ontario Day of Action on Litter

- Bill 130 proclaims the second Tuesday in May in each year as the Provincial Day of Action on Litter.
- The focus is to encourage Ontarians to undertake actions to reduce litter and maintain their awareness of the importance of a clean environment
- May 12, 2020 was recognized as the first official Day of Action on Litter and included an awareness campaign on actions Ontarians can take to prevent, reduce and divert waste at home.
- Cleanup activities are encouraged during Waste Reduction Week, which takes place October 19 to 25, 2020



2020 SWMMP Review and Update

Item 8.4

SWMMP Review and Update

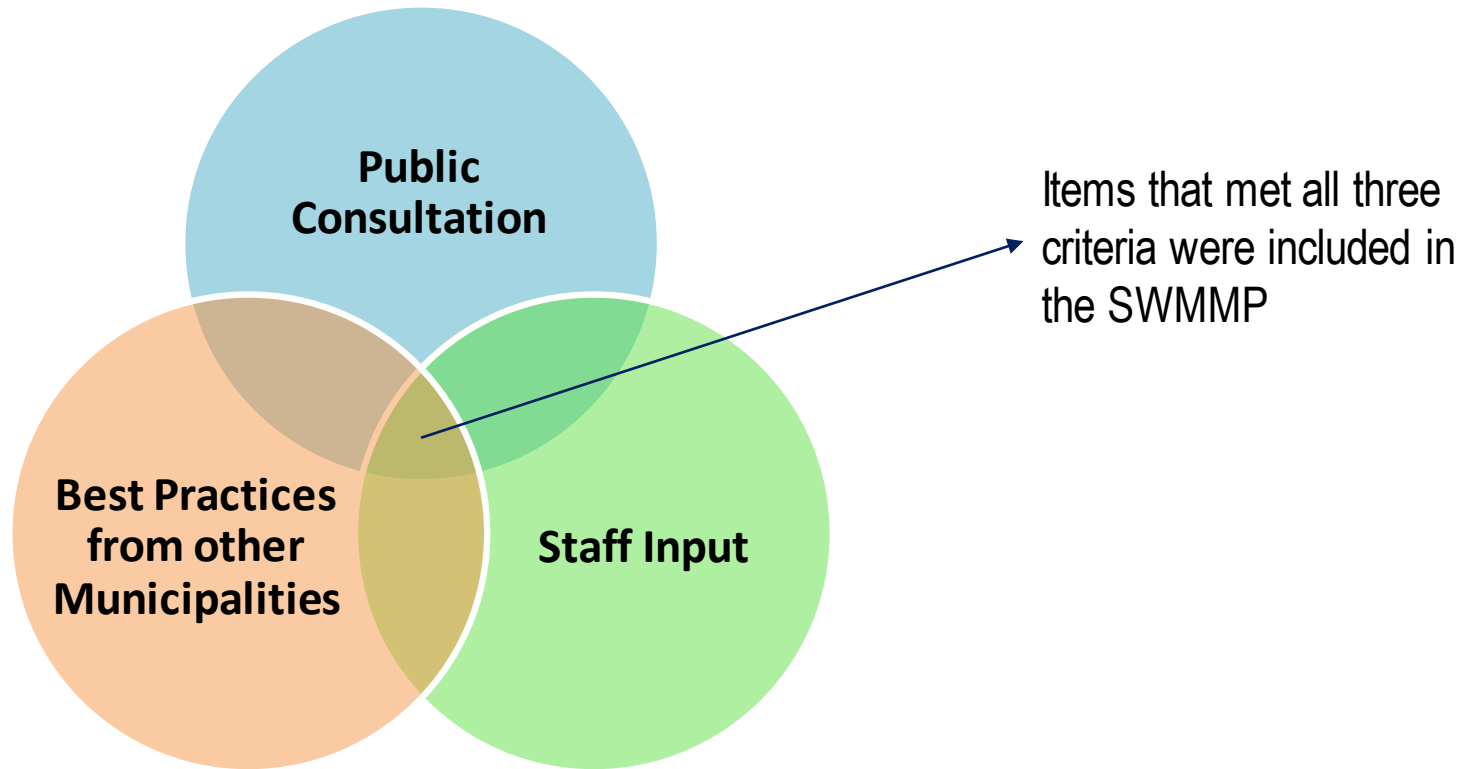
- Current SWMMP guiding principles:
 - The City of Hamilton must lead and encourage the changes necessary to adopt the principle of waste reduction
 - The Glanbrook Landfill is a valuable resource. The City of Hamilton must minimize residual waste and optimize the use of the City's diversion and disposal facilities
 - The City of Hamilton must maintain responsibility for the residual wastes generated within its boundaries municipal partnerships will be considered.

SWMMP Review and Update

- Goal of the SWMMP review and update project is to determine the action items for the next 5 years (2021 to 2025)
 - A schedule will be included on when action items will be carried out
 - Any known SWMMP associated costs will be handled through current capital and operating budgets
 - Any unknown SWMMP associated costs, such as recommendations following a feasibility study, would be requested through the budget process as applicable

SWMMP Review and Update

- Process to update SWMMP



SWMMP Review and Update

- Public consultation:
 - High level results were presented at previous WMAC
 - Included survey (3,778 completed) and in person focus groups (16 participants)
- Municipal best practices:
 - Waste programs and technologies of 18 local and regional municipalities were reviewed (13 in Ontario and five others: Vancouver, Edmonton, Calgary, Halifax and Victoria)
- Staff input:
 - Consultant presented results of public consultation and municipal benchmarking to staff for input
 - Staff determined the feasibility and practicality of each item before including them in the SWMMP

SWMMP Review and Update

- Impacts on SWMMP – Blue Box Transition:
 - The focus of the 2020 SWMMP will be to best position the City for the transition of the blue box program to the responsibility of producers
 - Transition will happen between January 1, 2023 and December 31, 2025 – Hamilton Council passed a resolution declaring a preferred transition date for Hamilton between April 1, 2023 and December 31, 2023
 - The transition of the blue box program from the responsibility of municipalities to producers may affect the City's diversion rate requiring a new diversion goal and establishing other key performance indicators to measure program success

SWMMP Review and Update

- Impacts on SWMMP (continued):
 - Operational Changes:
 - MRF Contract
 - CCF RFP
 - Active projects that support SWMMP

SWMMP Review and Update

Current Programs		2020	2021	2022	2023	2024	2025	2026
Building Design Requirements	<i>Revision of building design policies for new developments to support segregation</i>	█						
Multi-residential Program	<i>Baseline waste Audits</i>	█	█					
	<i>Testing of Program Options</i>		█	█				
	<i>Follow-Up on Audits</i>		█	█				
	<i>Implementation</i>				█	█	█	█
Single-Use Plastics	<i>Review and Finalize Staff Developed Strategy</i>	█	█					
	<i>Implement Strategy</i>		█	█	█	█	█	█
Adding 4th CRC	<i>Regulator Approvals</i>	█	█	█				
	<i>Land Acquisition</i>		█	█				
	<i>Detailed Design</i>			█	█			
	<i>Construct and Commission CRC</i>				█	█		
Increasing Capacity at CCF	<i>Implement Revised ECA Requirements</i>	█						
	<i>Negotiate ECA to increase capacity to 40,000TPY if Capital Expenditures Approved</i>		█	█				
	<i>Constructions and Upgrades</i>				█	█		
Landfill Work	<i>Expansion to Stage 4</i>	█						
	<i>Compost pad work (next work scheduled >10 years)</i>	█						
Route Optimization	<i>Evaluation of route optimization software</i>	█						
Transition of the Blue Box Program	<i>Date uncertain (staff have recommended 2023 transition)</i>				█	█	█	

SWMMP Review and Update

- Examples of action items in updated SWMMP:
 - Feasibility studies on collection and processing options
 - Creation of new policies
 - Reviewing current programs (i.e. multi residential diversion, special events)
 - Revising waste audit plans
 - Preparation for next waste collection contract
- No proposed changes to guiding principles



Waste Design Guidelines

Item 8.5

Waste Design Guidelines

Impacts of new development on Waste Collection

- Since introducing the Places to Grow Act, 2005, there has been a shift towards more compact communities, including increased growth of multi-residential properties.
- Compact developments pose challenges with providing waste collection service due to lack of room for waste collection vehicle maneuvering and limited space for residential units or buildings to set out their waste containers

Waste Design Guidelines

Purpose of document:

- Guide how developers design new developments so that buildings are compatible with waste collection methods

Currently:

- Waste staff review development applications and provide comments to Planning on required changes to comply with guidelines
- Developers either make required revisions or opt for private waste collection, which may be an attempt to circumvent the current design guidelines

Waste Design Guidelines

- **Goals of the revised guidelines are to provide:**
 - Waste collection that is safe and efficient;
 - Waste storage that is aesthetically pleasing and effective; and
 - Equity to all residents by making diversion programs easily accessible

Waste Design Guidelines

- Benchmarked guidelines from the following 9 municipalities:
 - ✓ Toronto
 - ✓ Peel Region
 - ✓ Niagara Region
 - ✓ Halton Region
 - ✓ Brantford
 - ✓ Guelph
 - ✓ London
 - ✓ Richmond Hill
 - * Vancouver
- Municipalities selected based on last revision date of guidelines and geographical proximity
- * Vancouver selected as BC has already transitioned their blue box program to EPR

Waste Design Guidelines

Priority change: require new developments to meet waste design guidelines even if they opt for private waste collection

Next steps for document:

- Reviewed by affected Directors (Planning, Transportation, Building, Environmental Services)
- Reviewed by other stakeholders (ie. West End Home Builders Association)
- Finalized by staff
- Will be made available on the City's website and communicated that the updated guidelines are now in effect