



**City of Hamilton**  
**WASTE MANAGEMENT**  
**ADVISORY COMMITTEE**  
**AGENDA**

**Meeting #:** 20-004  
**Date:** December 2, 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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	<b>Pages</b>
<b>1. APPROVAL OF AGENDA</b>	
(Added Items, if applicable, will be noted with *)	
<b>2. DECLARATIONS OF INTEREST</b>	
<b>3. APPROVAL OF MINUTES OF PREVIOUS MEETING</b>	
3.1. September 28, 2020	3
<b>4. COMMUNICATIONS</b>	
<b>5. WRITTEN DELEGATION(S)</b>	
5.1. Alex Xia, Greener Days, Respecting marker recycling	8
<b>6. CONSENT ITEMS</b>	
6.1. Status of 2012 Solid Waste Management Master Plan Recommendations	9
<b>7. STAFF PRESENTATIONS</b>	

**8. DISCUSSION ITEMS**

8.1.	2020 Waste System Contract Planning	12
8.1.a.	C11-46-20 – Management and Processing of the City of Hamilton’s Green Cart Material	
8.2.	Waste-Free Ontario Act	14
8.2.a.	Proposed Blue Box Regulation	
8.2.b.	Proposed Amendments to the Food and Organic Waste Policy Statement	
8.3.	Operations Updates	24
8.3.a.	Promotion and Education	
8.4.	Solid Waste Collection Design Guidelines for Developments	26
8.5.	Addition of a New Transfer Station / Community Recycling Centre	34
8.6.	Federal Discussion Paper on Single-Use Plastics	36

**9. NOTICES OF MOTION****10. MOTIONS****11. GENERAL INFORMATION / OTHER BUSINESS****12. ADJOURNMENT**



# Hamilton

## MINUTES WASTE MANAGEMENT ADVISORY COMMITTEE

Meeting #: 20-003

Monday September 28, 2020

1:30 p.m.

Due to COVID-19 and the Closure of City Hall

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

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**Present:** Chair: Councillor Maria Pearson  
Members: Kevin Hunt  
Lynda Lukasik  
Secretary: Hayley Court-Znottka

**Regrets:** Councillor John-Paul Danko  
Councillor Nrinder Nann

**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  
Kara Bunn, Manager of Parks & Cemeteries  
Raffaella Morello, Senior Project Manager, Waste Planning  
Rob Conley, Senior Project Manager, Landfills  
Ryan Kent, Waste Planning Program Coordinator  
Kristian Johnson, Policy/Program Analyst

### 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 August 26, 2020****(Lukasik/Hunt)**

That the Minutes of the August 26, 2020 meeting of the Waste Management Advisory Committee be approved, as presented.

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

5.1 Written Delegation from Neil Shinder, End 2 End Ecosolutions Inc., Respecting Green Dog Waste Removal System.

**(Hunt/Lukasik)**

That the written delegation by Neil Shinder, End 2 End Ecosolutions Inc., be received.

**CARRIED****6. CONSENT ITEMS****(i) Solid Waste Management Master Plan Status of 2012 Recommendations (Item 6.1)**

Staff reviewed the status of the 2012 Solid Waste Management Master Plan Recommendations and provided updates on increased targeted education and the number of Gold Boxes that have been awarded to date for 2020.

**(Hunt/Lukasik)**

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

**CARRIED****7. STAFF PRESENTATIONS****8. DISCUSSION ITEMS****(i) 2020 Waste System Contract Planning (Item 8.1)****(a) 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) Municipal Hazardous or Special Waste Program**

Staff provided an update on the Hazardous Waste Fee Exemption Framework which would require the Resource Productivity & Recovery Authority (RPRA) to consider exemptions when setting fees to recover Hazardous Waste program costs.

Staff provided an update on the Hazardous Waste Digital Reporting Service Modernization, proposed regulation that directs the RPRA to provide a digital reporting service to track and report information for Ontario's Hazardous Waste program.

**(b) Waste Electrical and Electronic Equipment Program**

The new Electrical and Electronic Equipment (EEE) Regulation was filed on September 21, 2020. Producers of information technology, telecommunications and audio-visual equipment and producers of lighting products are required to register in order to start their collection and management obligations on January 1, 2021. There are no registration requirements for First Nations, municipalities or other EEE collectors under the Regulation.

**(c) Blue Box Transition**

Information regarding Stewardship Ontario's proposed Blue Box Program Wind-up Plan will be available in Fall 2020 and it is expected that MECP will release the final regulation in early 2021.

**(iii) Operations Update (Item 8.3)****(a) Promotion and Education**

Staff provided an update regarding online promotion and education initiatives including the number of Recycle Coach users, number of followers on the City's Clean & Green Facebook page and the top waste page searches for the month of August.

**(b) Update on Multi-Residential Diversion Program Improvements**

During 2020, staff began inspecting multi-residential buildings that are serviced by the City to confirm on-site details and waste audits will be conducted in early 2021 at a sample of these multi-residential properties. The data gained from these initiatives will be used to establish baseline building information for futures studies and initiatives.

**(c) Clean and Green Initiatives**

The Provincial Day of Action on Litter clean-up activities were postponed this year due to COVID-19, and cleanup activities are encouraged to occur during Waste Reduction Week from October 19 to 25, 2020. Staff are developing a communications plan that will be shared on the City's social media accounts to promote Waste Reduction Week.

**(iv) 2020 Solid Waste Management Plan Review and Update Project (Item 8.4)**

Staff provided an update on the current review and update project that is being undertaken for the Solid Waste Management Master Plan (SWMMP). The goal of this project is to determine the action items for the next five years for Hamilton's waste management programs. The process for the project has included public consultation, in-person focus groups, reviewing municipal best practices and consulting with waste management staff. A Council Report will be brought to the November 16, 2020 Public Works Committee for discussion.

**(v) Waste Design Guidelines (Item 8.5)**

The Waste Design Guidelines were created to help guide how developers design new developments so that properties are compatible with the City's waste collection methods. Currently, staff review new development applications and provide comments on required changes to comply with

these guidelines and developers will either make the revisions or opt for private waste collection. These guidelines are currently being reviewed and revised and will include the requirement for new developments to meet these design guidelines, even if they opt for private collection.

**(Lukasik/Hunt)**

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

**CARRIED**

**9. NOTICES OF MOTION**

**10. MOTIONS**

**11. GENERAL INFORMATION / OTHER BUSINESS**

Staff provided a reminder of upcoming Council Reports that will be brought to upcoming Public Works Committee meetings including the Solid Waste Management By-law Update on October 19, 2020 and Moving Hamilton Towards a Zero Plastic Waste Plan on December 7, 2020.

**12. ADJOURNMENT**

**(Hunt/Lukasik)**

That, there being no further business, the meeting be adjourned at 2:29 p.m.

**CARRIED**

Respectfully submitted,

Councillor M. Pearson  
Chair, Waste Management Advisory Committee

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

## Request to Speak to Committee of Council

Submitted on Wednesday, November 4, 2020 - 1:11 pm

==Committee Requested==

**Committee:** Public Works Committee

==Requestor Information==

**Name of Individual:** Alex Xia

**Name of Organization:** Greener Days (Non-profit environmental organization)

**Contact Number:** [REDACTED]

**Email Address:** [REDACTED]

**Mailing Address:**  
[REDACTED]  
[REDACTED]

**Reason(s) for delegation request:** Thank you for your time! I am very interested in speaking for an environmental idea. If there is an environmental meeting/committee, that would be great!

Basically, my topic is marker recycling. I want to tell the city that we should be recycling our markers after we are finished using them and I would want to try to convince the city why they should participate and do something. Markers create huge sources of pollution, and I thought that this was a subject that received very little attention but also affects the planet in large ways.

I would love for the chance to speak about this. If you have any questions, please ask me! Thank you so much!

**Will you be requesting funds from the City?** No

**Will you be submitting a formal presentation?** Yes










# 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.

5

# 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

# C11-46-20 – Management and Processing of the City of Hamilton's Green Cart Material

- RFP contains two Projects:
  - Project A – Operations and Maintenance of the Central Composting Facility
  - Project B – Operation and Maintenance of the Organic Transfer Facility with Offsite Processing of Organic Waste
- Project B contains the following:
  - Transition Period – 12 month Transition Period in order to amend ECA(s) and convert the CCF to OTF
  - Secondary Option to Project B – Includes obtaining prices for third-party transfer and processing of Green Cart Material
- RFP C11-46-20 has been released and is scheduled to close on December 22, 2020



# Waste-Free Ontario Act Updates

## Item 8.2

# Waste Free Ontario Act

## Proposed Blue Box Program Regulation – Overview

- On October 19, 2020 the Ministry of the Environment, Conservation and Parks (MECP) released the proposed Blue Box Program Regulation
- The proposed Regulation is posted on the Environmental Registry of Ontario (ERO) for a 45-day comment period ending December 3, 2020
- The goals of the proposed Regulation include:
  - Producers are responsible for the cost of recycling products and packaging that they generate
  - Standardize the materials accepted in the Blue Box Program across Ontario
  - Maintain or improve Blue Box collection services
  - Increase waste diversion by expanding what materials can be recycled

# Waste Free Ontario Act

## Proposed Blue Box Program - Designated Materials

- Producers will be required to collect a consistent list of materials in the Blue Box program across Ontario
- The designated materials in the proposed regulation includes:

Currently Accepted	New
<ul style="list-style-type: none"> <li>▪ Packaging (e.g. cardboard boxes)</li> <li>▪ Printed &amp; unprinted paper</li> <li>▪ Non-alcoholic beverage containers</li> <li>▪ Metal containers</li> </ul>	<ul style="list-style-type: none"> <li>▪ Single-use packaging-like products (e.g. wraps, trays)</li> <li>▪ Single-use items supplied with food &amp; beverage products (e.g. straws, cutlery, plates)</li> </ul>

- Concerns have been raised regarding the conflict with Federal legislation on the ban of single-use plastics, and if there are sustainable end markets for the new items



# Waste Free Ontario Act

## Proposed Blue Box Program – Eligible Sources

- Producers will be required to collect from the following locations:
  - Permanent and seasonal dwellings
  - Multi-unit residential buildings
  - Public and private schools
  - Long-term care and retirement homes
  - A portion of parks and public spaces
- There are concerns that certain property types aren't included in the proposed Regulation, e.g. mixed-use commercial/residential buildings, municipal buildings

# Waste Free Ontario Act

## Proposed Blue Box Program – Common Collection System

- The proposed Regulation allows producers to establish a common collection system to collect a consistent set of materials from all eligible sources
- Producers may establish an alternative collection system for specific products and packaging, e.g. deposit/return, return to retail system
- Producers will be able to create rules to ensure the common collection system is managed effectively. Rules may be different than the Blue Box program previously operated by the municipalities.

# Waste Free Ontario Act

## Proposed Blue Box Program – Service Requirements

- During transition (2023 to 2025), producers will be required to provide service standards that equal or exceed what is being provided in that community
- Post transition (starting in 2026), the proposed Regulation includes service standards for eligible sources, e.g. collection method, collection frequency, provision and replacement of receptacles
- Municipalities are advocating that recycling service must be accessible and convenient as garbage collection

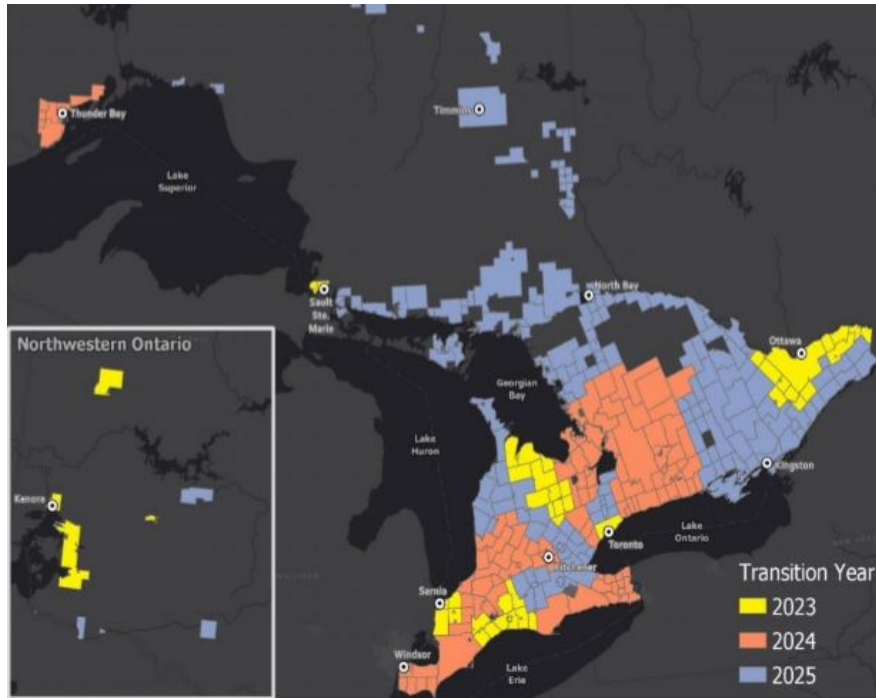
# Waste Free Ontario Act

## Proposed Blue Box Program – Service Responsibilities

- All municipalities with a Blue Box program are required to register and provide information on collection and servicing on or before April 15, 2021
- Producers, service providers and other applicable persons will be required to register, maintain records, and provide audited data to the Resource Productivity & Recovery Authority (RPRA)
- Producers would have to meet management targets for the proportion of products and packaging they market

# Waste Free Ontario Act

## Proposed Blue Box Program – Transition Schedule



- The transition schedule identifies the municipal programs that will transition between 2023 to 2025
- The City of Hamilton is scheduled to transition in 2025
- The City is advocating for an earlier transition date, e.g. preference is 2023, geographic implementation neighbouring municipalities such as Niagara Region will transition their program in 2024

# Waste Free Ontario Act

## Food & Organic Waste Policy Statement Amendments (ERO 019-2498)

### Proposed Changes

- Clarify and expand the types of materials that may be collected in municipal green bins and other collection systems, including certain compostable products and packaging such as certified compostable coffee pods
- Resource recovery targets are encouraged to capture harder to manage organic wastes, such as pet waste, hygiene products, and other certified compostable products and packaging
- Encourage innovation in the management and processing of compostable products, e.g. technology updates, research, and pilot projects

# Waste Free Ontario Act

## Food & Organic Waste Policy Statement Amendments (ERO 019-2498)

### Potential Concerns

- The majority of compostable products and packaging on the market (i.e. coffee pods, utensils) do not fully break down in many organics processing systems, which can impact compost quality and can increase contamination
- Some composting systems can't distinguish between compostable and non-compostable products (i.e. coffee pods) during the screening process used to filter out non-organic waste
- Possible confusion for consumers on which type of compostable packaging products are acceptable in the green bin program



# Operations Update

Item 8.3



# Promotion and Education

# Recycling and Waste Calendar



**NEW**  
CHANGES TO LEAF  
& YARD WASTE  
SCHEDULE

**2021/2022**  
Effective March 29, 2021





# Solid Waste Collection Design Guidelines for Developments

## Item 8.4

# Waste Design Requirements

- Internal stakeholder meetings completed
- Outcomes include proposed changes to design requirements
- Some changes are significant but necessary as they promote:
  - Safe and efficient waste collection
  - Participation in waste diversion programs
- Changes are being provided to the WMAC for information and input prior to presenting them to the development community through DILG (Development Industry Liaison Group)

# Hammerhead Turnarounds

## **Proposed criteria for use of hammerhead turnarounds:**

- Hammerheads will only be permitted on developments that:
  - Include no more than one street
  - The one street terminates with a dead end
  - A waste collection vehicle can service all properties by making no more than one three-point turn using the hammerhead
- Continuous forward motion will be more strictly enforced

# Multi-Residential Buildings

## Proposed criteria for multi-residential buildings:

- Internal loading spaces are permitted
- Below-grade (underground) loading spaces are permitted – access routes cannot exceed a grade of 8%
- Minimum vertical clearance for loading spaces is 7m (currently 9m)
- Front-end containers can be collected from areas up to 1 metre higher than the loading space
- Separation of waste inside and outside of the building

# Townhouse Developments

## **Proposed criteria for townhouse developments:**

- Townhouse complexes without the ability to receive door-to-door collection will receive shared waste collection on private property with front-end service
- Developments must be designed to limit the distance residents must walk to dispose of material to 100m (round trip)
- In-ground containers are permitted if they can be collected with City collection vehicles/City-contractor vehicles

# Mixed-Use Developments

## **Proposed criteria mixed-use developments:**

- Separate waste storage facilities for the different uses of the development

# Private Waste Collection

## Proposed criteria:

- No longer provide the option to declare for private waste collection so that design criteria do not apply
- All new developments must be designed according to criteria
- Once constructed, new developments that are eligible for service may choose to be serviced either privately or by the City



# Next Steps

- Present proposed criteria to Development Industry Liaison Group (including West End Homebuilder's Association) for feedback – January 11<sup>th</sup>
- Provide revised document to Directors of affected Divisions for review – end of January
- Proposed date for report to PWC – March 22<sup>nd</sup>



# Addition of a New Transfer Station / Community Recycling Centre

## Item 8.5

## Addition of a New TS / CRC

- City had SNC Lavalin complete a needs assessment on our current TS/CRCs in early 2020
- Needs assessment determined that the maximum capacity limits would be reached at the Mountain Facility between 2028-2035 and the peak monthly processing rates are estimated as already exceeding the maximum monthly rates at the Mountain facility and are likely to be exceeded at the Kenora facility within the next ten years
- City staff met with SNC to discuss layout of new site using Kenora site as a benchmark
- SNC determined that the footprint of new facility would need to be 8 hectares
- Staff are working with Real Estate to find parcels of land in the City that meets the requirements



# Federal Discussion Paper on Single-Use Plastics

Item 8.6

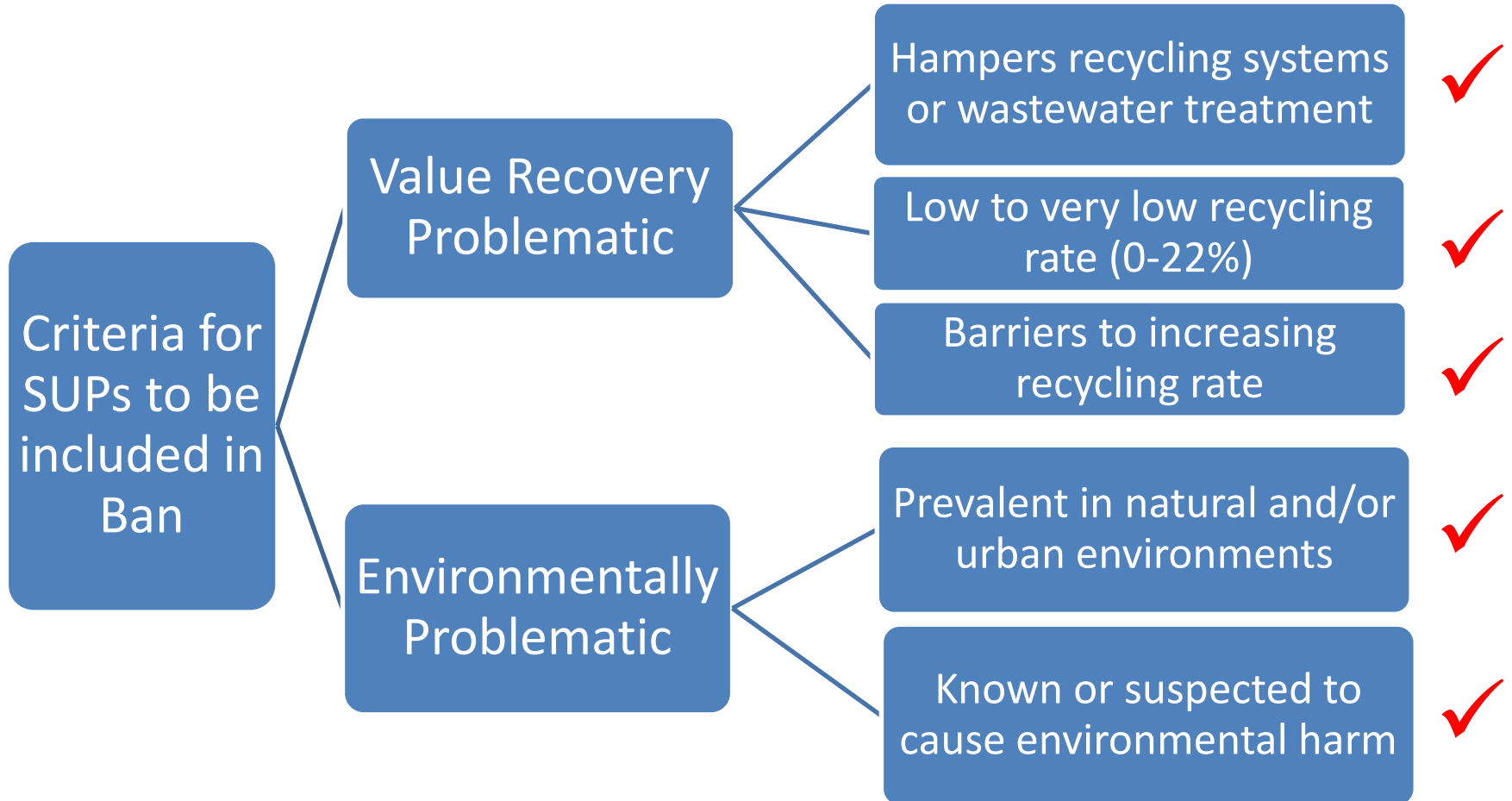
## Recent Federal Actions

- The single-use plastic strategy has been revised in response to the federal government releasing the following documents on October 7, 2020:
  - Final “Science Assessment of Plastic Pollution”
  - Discussion paper for comments “A proposed integrated management approach to plastic products to prevent waste and pollution.”

# Management Approach

- Long-term objectives of the integrated management approach to plastics:
  1. Eliminate certain sources of plastic pollution
  2. Strengthen domestic end-markets for recycled plastics
  3. Improve the value recovery of plastic products and packaging
  4. Support innovation and the scaling up of new technologies
- To accomplish these goals, the federal government will consider:
  1. Manage SUPs – through bans and/or restrictions in use
  2. Establish performance standards – reduce or eliminate environmental impact and stimulate demand for recycled plastics
  3. Ensure end-of-life responsibility – through EPR

# Criteria for Federal Ban



\*Certain SUPs meeting criteria considered for exemption based on use

# Items Proposed in Federal Ban

- Federal government is proposing regulations to ban certain SUPs
- Application of criteria determined 6 single-use plastic items eligible for inclusion in a ban:
  - Plastic straws
  - Plastic stir sticks
  - Grocery/take-out bags
  - Cutlery
  - Six-pack rings
  - Food packaging/service ware made from problematic plastics (i.e. polystyrene, black plastic, PVC, oxo-degradable or composite materials)



# Performance Standards

- Federal government is proposing regulations to require recycled content in plastic products and packaging. Regulations will establish:
  1. Minimum percentage of recycled content
  2. Rules for measuring and reporting
  3. Technical guidelines and related tools

# End-of-Life Responsibility

- Federal government is committing to work with provinces and territories to develop national targets for extended producer responsibility and to create EPR that is:
  - Consistent across multiple jurisdictions
  - Comprehensive by including all major sectors generating large amounts of plastic waste
  - Transparent by making companies accountable for meeting targets but allowing companies the freedom to determine how to meet them

## Next Steps for Federal Plan

- Review comments on discussion paper – comments due by December 9<sup>th</sup>
- Develop a regulation supporting the banning/restricting the use of the six items identified and guidelines for other items including regulatory impact analysis statement
- Develop a regulation requiring recycled content in plastic products and packaging