



City of Hamilton
WASTE MANAGEMENT
SUB-COMMITTEE
AGENDA

Meeting #: 23-001
Date: May 11, 2023
Time: 9:30 a.m.
Location: Room 264, 2nd Floor, City Hall (hybrid) (RM)
71 Main Street West

Aleah Whalen, Legislative Assistant (905) 546-2424 ext. 6436

	Pages
1. APPOINTMENT OF CHAIR AND VICE-CHAIR	
2. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
3. DECLARATIONS OF INTEREST	
4. APPROVAL OF MINUTES OF PREVIOUS MEETING	
4.1 June 27, 2022	3
5. COMMUNICATIONS	
6. DELEGATION REQUESTS	
7. DELEGATIONS	
8. STAFF PRESENTATIONS	
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8.3 Blue Box Transition	23

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8.5	Hamilton's Strategy to Reduce Single-Use Plastics and Federal Ban on Single-Use Plastics	28

9. CONSENT ITEMS

9.1	Solid Waste Management Master Plan Update (no copy)	
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Please refer to item 8.2

10. DISCUSSION ITEMS

10.1	Terms of Reference	31
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11. MOTIONS

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

14. ADJOURNMENT



Hamilton

MINUTES WASTE MANAGEMENT ADVISORY COMMITTEE

Monday June 27, 2022

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:
<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

Also Present: Angela Storey, Director, Waste Management
Joel McCormick, Manager of Waste Collection
Rob Conley, Senior Project Manager, Landfills
Ryan Kent, Manager of Waste Policy and Planning
Raffaella Morello, Senior Project Manager, Waste Operations
Scott Hembruff, Senior Project Manager, Waste Operations
Anthony Ventura, Superintendent, Waste Collection

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**(i) March 31, 2022****(Danko/Nann)**

That the Minutes of the March 31, 2022 meeting of the Waste Management Advisory Committee be approved, as presented.

CARRIED**4. CONSENT ITEMS****(i) Solid Waste Management Master Plan - Status of 2020 SWMMP
Action Items (Item 6.1)**

Staff provided information on the status of the 2020 Solid Waste Management Master Plan action items.

(Nann/Danko)

That the Solid Waste Management Master Plan Status of 2020 Action Items, be received.

CARRIED**5. DISCUSSION ITEMS****(Nann/Danko)**

That the following discussion items, be received.

(i) Waste-Free Ontario Act Updates (Item 7.1)**(a) Hazardous and Special Products**

An update was provided concerning Ontario's new Hazardous and Special Waste Program (HSP) regulation which assigns full collection cost of certain household hazardous waste (HHW) to producers. Agreements have been signed by the City with Producer Responsibility Organization (PROs) for all HSP materials covered under new regulation. Staff reported that there are approximately 58 HSP materials currently collected at Hamilton Community Recycling Centres (CRCs) compared to 14 HSP materials which are covered under the new regulation. A Staff report will be shared with the Public Works Committee to provide information on the HSP contract.

The Committee discussed the impacts of the new Regulation and provided support for the Staff report. Staff advised that the gap in the HSP program is common to municipalities in Ontario and most are choosing to pay to maintain HSP program. Many municipalities are continuing to provide the

HSP program to avoid service disruption for residents and ensure that HSP is properly disposed.

(b) Blue Box Program Transition

Staff provided an update on the transition of the provincial Blue Box program. Circular Materials Ontario (“CMO” is a Producer Responsibility Organization) issued draft Agreements and RFPs for municipalities to become recycling service providers to CMO. Municipalities will need to determine if they will provide collection operations or operate materials receiving facilities. A Staff report to be shared with the Public Works Committee in August 2022 concerning the transition of the City’s Blue Box program.

There was discussion on whether the future Blue Box program will be single-stream or two-stream and whether there will be the opportunity to include public education through the school system. Staff noted that the collection method and education plan hasn’t been determined for Ontario’s future Blue Box program.

(ii) Operations Update (Item 7.2)

(a) Waste Collection Service Operations

Staff provided information on the City’s waste collection service operations:

1) Bulk Waste Collection

Staff informed the Committee of the proposed change to phase out the delivery of plastic bags to residents to wrap contaminated bulk waste. The proposed change will include an education campaign to inform residents on proper waste preparation including tips and waste collection safety.

2) Public Space Collection

An update was provided concerning the Information was presented concerning the award of new contract for street-side containers. The Waste Collection Section will be undertaking new initiatives to assist with operation of the City’s street-side public space container program including inventory management, a fill sensor pilot project, and revised criteria for container placement.

3) Open Space Recycling Program

Staff provided an update on the parks recycling pilot project which has been set up at four parks this summer. The project is analyzing the performance metrics including container fullness and contamination.

A question was raised if the City will install fill sensors in the parks containers. Staff noted that fill sensors were not installed in the parks recycling containers; however, staff is reviewing the pilot project's performance.

(b) Recycling and Waste Disposal Operations

Staff provided information on the City's waste processing and disposal operations:

1) Central Composting Facility

Staff is planning to submit a formal application to the Government of Canada's Champion Stream of the Low Carbon Economy Fund by July 15, 2022 for the opportunity to secure up to 40% of the eligible costs to upgrade the odour management system at the Central Composting Facility (CCF). Additional information on this proposal will be shared with the Public Works Committee.

There was discussion on odour management options for the CCF. Staff advised that the City is working on a review of the odour management system to consider strategies to increase the annual processing capacity in the future.

2) Transfer Station and Community Recycling Centre Updates

The City is undertaking a site capacity review of the Transfer Stations and Community Recycling Centres. Staff is reviewing potential land parcels; however, the cost of land for a fourth transfer station continues to be cost prohibitive. Staff is looking at alternate options if land is not available.

Staff provided an update concerning a project to replace the tip floor at the Kenora Transfer Station.

Staff is monitoring the amount of yard waste being delivered to the Transfer Stations and is working with the City's contractor to ensure that this material is transferred to the Glanbrook yard waste composting facility in a timely manner.

3) Glanbrook Landfill Operations

The City is continuing the construction of Cells C, D, and E at the Glanbrook Landfill. The project is anticipated to be complete by Fall 2022. Cells C, D and E is the next landfill filling stage once Cells A and B have reached capacity.

Staff reported that an assessment of the current landfill gas collection system will be conducted in 2022 to identify any possible efficiencies and recommendations for future operations.

(c) Promotion and Education

Staff provided information on promotion and education initiatives:

1) Waste Workers Week

Staff reported that Waste & Recycling Workers Week was held across North America during June 13th to 17th to recognize waste management industry professionals. The City shared information through a media release and social media posts.

2) Safety Campaign

The City is continuing to promote its Waste Collection Safety campaign to educate residents on how to keep waste collection staff safe by safely disposing of items. The campaign includes video, radio spots, social media posts and information on the City's website.

3) Virtual Education

Staff provided an update on the virtual classroom presentations to help educate students on the City's waste management programs.

(d) Waste Diversion at Special Events

Staff provided an update on the City's waste diversion programs for special events including current policies, tactics to reduce single-use plastics, and opportunities to improve support for waste diversion at City supported special events. The City will be undertaking a pilot project in 2022 to provide a waste sorting station to increase waste diversion at special events. Staff will provide a report to Public Works Committee in 2023 with recommendations for the special events waste diversion program.

CARRIED

9. GENERAL INFORMATION / OTHER BUSINESS

(Danko/Pearson)

That the following discussion items, be received.

(i) Waste Management Advisory Committee End of Term Roles & Responsibilities (Item 11.1)

Staff provided an update that all established Advisory Committees are required to prepare information concerning the Roles, Responsibilities and Expectations of New Members prior to the end of each term of Council and this information shall be available for potential applicants during the recruitment process.

CARRIED

10. ADJOURNMENT

(Danko/Pearson)

That, there being no further business, the meeting be adjourned at 2:40 p.m.

CARRIED

Respectfully submitted,

Councillor M. Pearson
Chair, Waste Management Advisory Committee

Raffaella Morello
Senior Project Manager-Waste Operations, Waste Policy and Planning
Waste Management Division, Public Works Department



Overview of Waste Management Division and Services

Item 8.1

Waste Management Overview

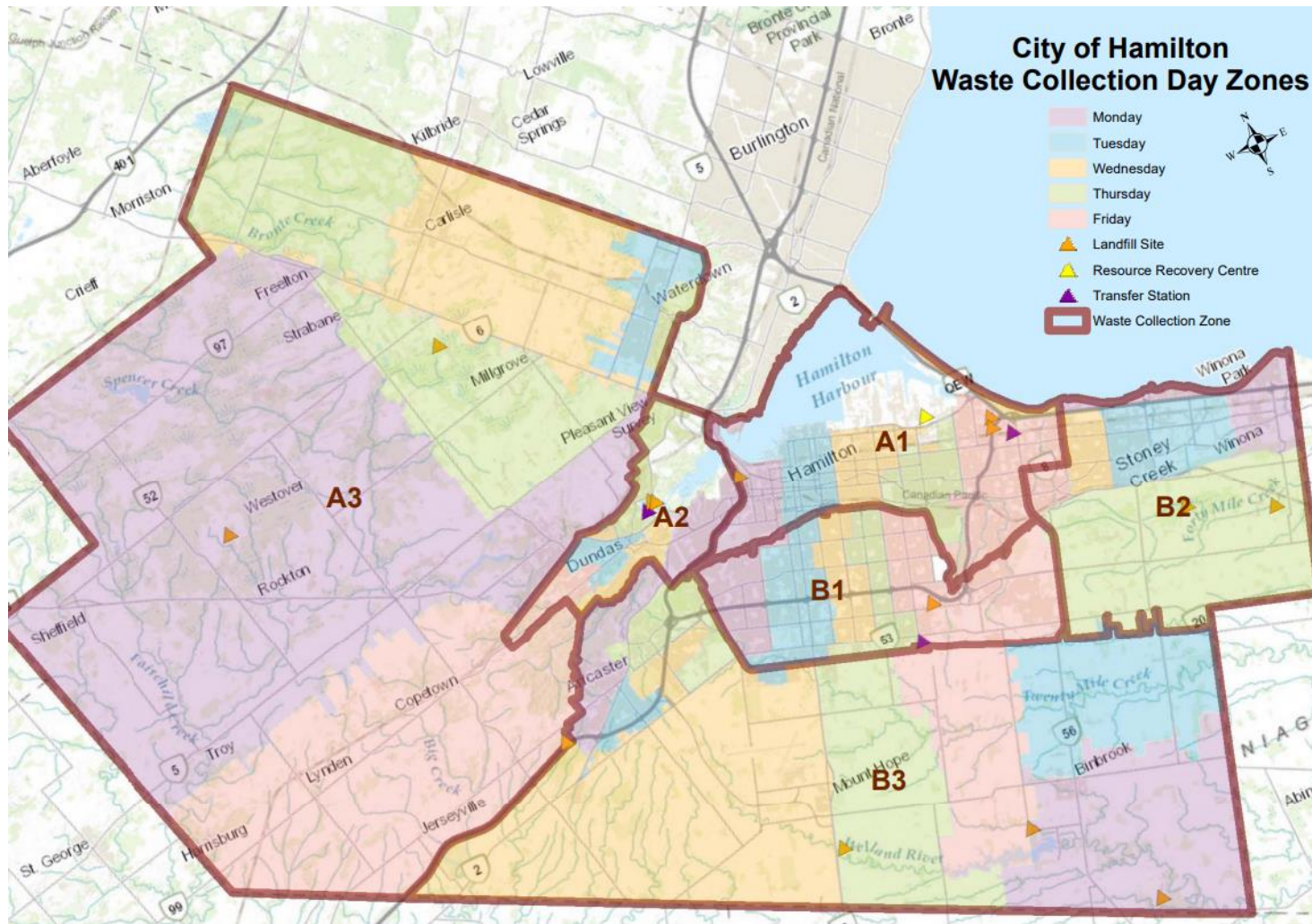
The Team!	
Directors Office	Angela Storey, Director
	Sommer Balcazar, Admin Assistant
Waste Collections	Joel McCormick, Manager
	<u>WasteManagement@hamilton.ca</u>
Recycling & Waste Disposal	Rob Conley, Manager
Waste Policy & Planning	Ryan Kent, Manager

Waste Management Overview

Waste Management Services Provided

Waste Collections	Weekly Curbside collection of Blue Box, Green Bin, Yard Waste and Garbage
	Waste By-law Enforcement
	Downtown Cleanliness Drop Off Centres
Recycling & Waste Disposal	Facility Operation of Materials Recycling Facility, Central Compost Facility, Transfer Stations / Community Recycling Centres, Reuse Centre
	Municipal Hazardous and Special Waste Depots
	Operation and Monitoring of the Glanbrook Landfill and 13 Closed Landfills
Waste Policy & Planning	Community Outreach and Events, Program Development, Quality Management, Development Applications

Waste Management Overview



Waste Management Overview

Remainder of Presentation

- 8.2 Solid Waste Management Master Plan
- 8.3 Blue Box Transition
- 8.4 Organics Strategy
- 8.5 Update on Single Use Plastics
- New Business (includes comments and questions / follow up)

Next Meeting (June 23, 2023)

- Operational Updates
- Discuss items requiring a path forward



Hamilton Solid Waste Management Master Plan

Item 8.2

Solid Waste Management Master Plan

- Hamilton's Solid Waste Management Master Plan (SWMMP) guides the future of the City's waste management system including waste collection, processing and disposal infrastructure
- Current version of SWMMP was approved in 2012 and goes to 2025 and included three guiding principles:
 1. The City of Hamilton must lead and encourage the changes necessary to adopt the principle of waste reduction.
 2. 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.
 3. The City of Hamilton must maintain responsibility for the residual wastes generated within its boundaries, municipal partnerships will be considered.

Solid Waste Management Master Plan






- SWMMP operational update approved in November, 2020, provided a five year action plan from 2020 to 2025
- Designed to complete the action items included in the current SWMMP, and ensure Hamilton is prepared for the transition of the blue box program
- Includes 11 new action items in addition to 8 projects that were in progress prior to the five-year operational update
- Review items

2020 SWMMP Action Items (2021-2025 Progress)



Work not Started - ✘ Work in Progress -  Work Completed - ✓

Item	Description	Status	Notes
1	Policies on inter-municipal partnerships	✓	Establish a policy that clearly defines ability of staff to engage in partnerships with other municipalities.
2	Support community reduce and reuse programs	✓	Policy created to provide greater support to programs run by community and non-profit groups that prioritize reuse and waste reduction.
3	Increased curbside enforcement	✓	Project resulted in a combination of proactive and reactive enforcement strategies (i.e. on demand and complaint driven); Adjustment in staff structure; change in data reporting and creation of priority levels.
4	Update single-family waste audit methodology	✓	Update methodology to provide more accurate and useable data. Audit completed in fall of 2022 with new methodology.



2020 SWMMP Action Items (2021-2025 Progress)

Item	Description	Status	Notes
5	Development options for Material Recycling Facility (MRF)		Determine most effective use of property post blue box transition. Review ongoing on Corporate facility requirements.
6	Waste performance metrics and related policies		Establish new metrics and targets to measure the success of the waste management program in addition to diversion rate.
7	Construction and demolition (C&D) waste program		Feasibility study/pilot for C&D waste managed by City, possible education and partnerships with private sector.
8	Existing program improvements		Focus on improving business recognition, waste diversion at special events & school education.
9	Trash tag program		Review current program to identify efficiencies and opportunities.





2020 SWMMP Action Items (2021-2025 Progress)

Item	Description	Status	Notes
10	Preparation for next waste collection contract (2028)		Investigate efficiencies and innovations for waste collection that could be included in next waste collection contract i.e. automated collection.
11	Green procurement		Waste staff to contribute to development of internal policies supporting green procurement. Federal regulation to act as a guide.

2020 SWMMP Action Items (2021-2025 Progress)

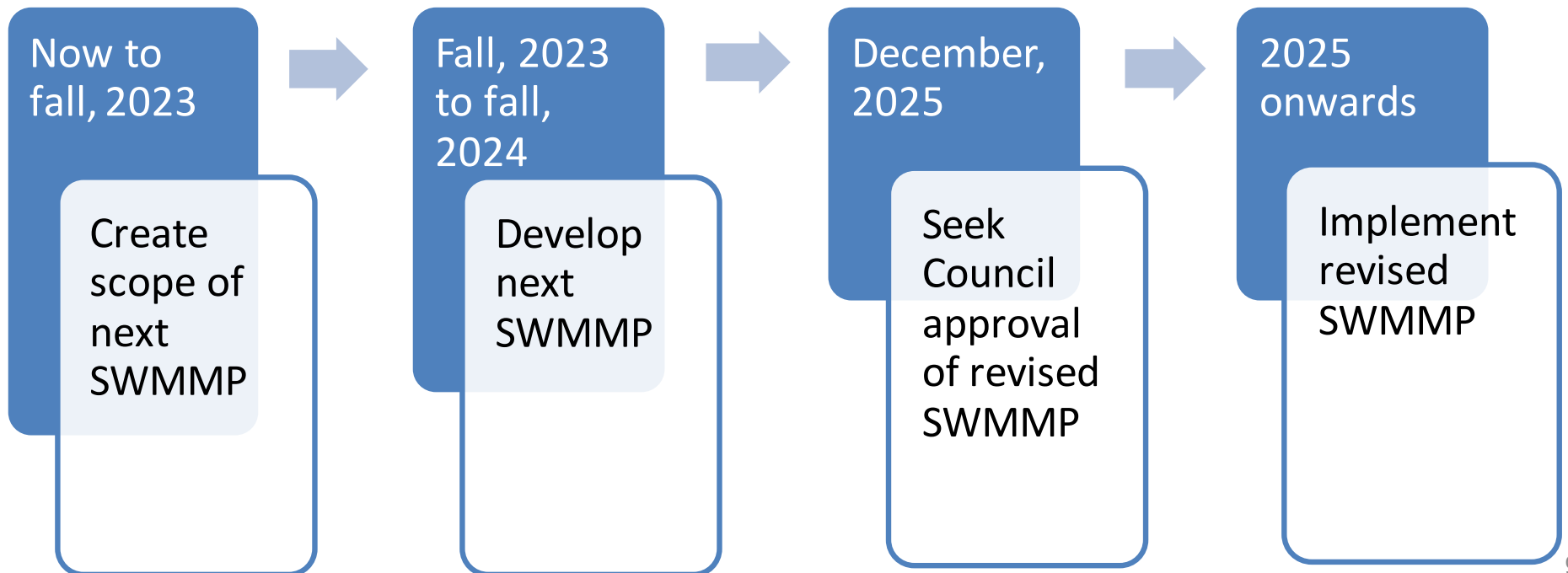
Item	Description	Status	Notes
1	Multi-Residential data gathering	✓	Waste audit and pilot concluded in 2021, resident survey completed. Follow-up audit conducted in 2022 and results finalized. Recommendations for program improvements forthcoming.
2	Waste design requirements	✓	Revised policy approved by Council in November 2021
3	Single-use plastic (SUP) strategy		Strategy approved by Council, implementation began in 2021 to complete action items. Staff maintaining knowledge or, and commenting on, federal regulation updates.
4	Route optimization software		Three phase project. Phases 1 & 2 complete resulting in GIS based routes and route management system. Phase 3 underway which includes review and balancing of existing routes.

2020 SWMMP Action Items (2021-2025 Progress)

Item	Description	Status	Notes
5	Blue box transition		Transition scheduled for April 1, 2025; transition tool and roadmap developed.
6	Central Composting Facility capacity (CCF)		Staff exploring options for the future of the organics management.
7	Transfer station/Community Recycling Centre Capacity		Feasibility of new or expanded facility as current facilities will soon surpass capacity. Staff studying potential locations and determining cost of available land.
8	Glanbrook Landfill Development		Expansion into stage 4 of the Landfill and improvements to the compost pad. Construction of Cells C, D & E is in progress.

Solid Waste Management Master Plan

- Staff have commenced work on the next SWMMP update
- Update will be a long-term plan to guide waste management in Hamilton for next 25 to 30 years.





Blue Box Transition

Item 8.3

Blue Box Program Transition

Background

- June 3, 2021 – provincial regulations enacted to make Producers of packaging fully responsible for the operation and financial management of the provincial Blue Box program in all municipalities and First Nation communities.

Highlights of the Regulation include:

- Creation of a common collection system across the Province
- Expanded list of acceptable Blue Box materials
- Service will be provided to all eligible sources

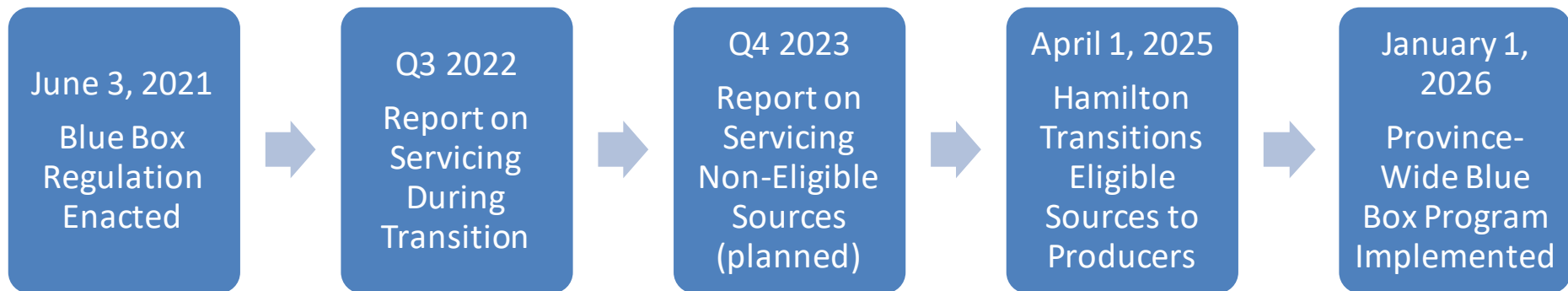
All municipalities will transition between July 1, 2023 and Dec 31, 2025.

Hamilton is scheduled to transition our Blue Box program on April 1, 2026.

Blue Box Program Transition

Blue Box Transition Preparation and Decisions to date:

- Staff created a road map for actions to be completed prior to transition in consultation with industry associations and municipal peers
- Q3 2022: Council approved staff recommendation for Hamilton to not act as a service provider to producers during the transition period
- A Communication Update will be sent out to provide the overview of Transition and next steps in the coming weeks
- A recommendation will be presented to PWC later this year related to non-eligible sources





Organics Management Strategy

Item 8.4

Organics Management Strategy

Background:

- Green bin program began in 2006
- Central Composting Facility (CCF) has a current processing limit of 20,000 tonnes per year
- Current CCF processing technology is aerated tunnels
- New strategy being developed to determine the preferred processing option of green bin material to include a focus on renewable energy
- Technology assessment to be completed by fall 2024





Hamilton's Strategy to Reduce Single-Use Plastics & Federal Ban on Single-Use Plastics

Item 8.5

Single-Use Plastics

Background:

- May 22, 2019 – staff directed to report on feasibility of creating a zero plastic waste plan
- February 24, 2021 – Hamilton Strategy to Reduce Single-Use Plastics approved by Council
- Staff are currently implementing action items under strategy



Single-Use Plastics

Federal Regulations on Single-Use Plastics:



- April 18, 2023 – Federal Government released a regulatory framework paper for public comment “Recycled Content and Labelling Rules for Plastics” – comments due May 18, 2023



Hamilton

TERMS OF REFERENCE

Waste Management Sub-Committee

(Formerly the Waste Management Advisory Committee)

1. INTRODUCTION

1.1 Committee Name

Waste Management Sub-Committee (WMSC)

1.2 Statement of Purpose

To assist the City of Hamilton with the implementation of the 2012 Solid Waste Management Master Plan (SWMMP), 2020 SWMMP Action Items, and to discuss / make recommendations on other solid waste management initiatives.

1.3 Committee Mandate

The mandate of the Waste Management Sub-Committee shall be to:

- a) Give overall guidance and direction during the implementation and maintenance of the City's long-term Solid Waste Management Master Plan,
- b) Give overall guidance and direction during the preparation and implementation of other solid waste management initiatives; and
- c) Advise Council through the Public Works Committee of the progress and to receive feedback, advice and direction, as appropriate.

1.4 Accountability

- a) WMSC is a Sub-Committee that advises Council through the Public Works Committee.
- b) Members of the WMSC are responsible for complying with the Procedural By-law and the Advisory Committee Handbook.

REVISED Appendix 'A' to Report FCS22055**2. COMMITTEE STRUCTURE****2.1 Membership**

The Waste Management Sub-Committee shall be comprised of up to five (5) members, as follows:

- a) Up to three members of City Council; and
- b) Two citizen members.

2.2 Attendance and Vacancies

If a member is absent for three (3) meetings in a calendar year without approval from the WMSC, the member may be subject to replacement.

2.3 Term of Office

The membership term will coincide with the term of Council or until such time as successors are appointed by Council.

3. SUPPORT SERVICES

3.1 The City's Waste Management Division shall provide for the administrative costs of operating the Waste Management Sub-Committee, including the cost of meeting places and clerical support services.

3.2 The City's Waste Management Division shall provide the Waste Management Sub-Committee with reasonable access to the City's consultants and facility operators.

4. MEETINGS

4.1 The Waste Management Sub-Committee shall meet bi-monthly or at the call of the chair.