



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:

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

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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**

**(i) August 26, 2020 (Item 3.1)**

**(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**

**(i) Written Delegation from Neil Shinder, End 2 End Ecosolutions Inc., Respecting Green Dog Waste Removal System (Item 5.1)**

**(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. GENERAL INFORMATION / OTHER BUSINESS**

**(i) Upcoming Council Reports**

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.

**10. 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