

May 21, 2020

The Region of Halton
Waste Management Services Program
1151 Bronte Road
Oakville Ontario LGM 3L1

Attn: Manager of Waste Planning and Collection

RE: Waste Management Plan – Kerr Village Retirement Home

The following Waste Management Plan (WMP) has been prepared to accompany the Application for Waste Collection Services applied for by Amico Properties Inc. and Spruce Partners to the Region of Halton. This WMP applies to a proposed redevelopment at 152 Wilson Street in the Town of Oakville, ON.

1.0 Introduction

Amico Properties Inc. is submitting this WMP with the information and drawings required to support an application for Waste Collection Services.

An Official Plan Amendment (OPA) application and a Zoning By-law Amendment (ZBA) application have been submitted to the Town of Oakville to support a 6 storey retirement home at this location. The proposal includes 230 retirement suites, 110 parking stalls, indoor and outdoor amenity space and a total gross floor area of 20,368 square metres.

This WMP will provide an overview of the City's Solid Waste Management Master Plan (SWMMP), A Source Separation and Waste Removal Strategy, Implementation, Development Design Guidelines, Schedule for Construction and Summary. All Appendices are labeled as follows:

Appendix A – Application for Waste Collection Services;

Appendix B – Site Plan Drawings;

- Site Plan: Waste Collection Entry Path;
- Site Plan: Waste Collection Exit Path;

Appendix C – Floor Plan Drawings;

- Ground Floor Plan: Waste Path of Travel, Signage and Waste Room Location;
- Typical Floor Plan: Waste Path of Travel;

Appendix D – Supplementary Waste Plan Application;

Appendix E – Guidelines and Best Practices;

- ROP Waste Diversion Guide;
- Waste in its Place Flyer;
- Recycling Guide Pamphlet (May 2013)

2.0 Region of Halton Official Plan (ROP) Strategy for Solid Waste Management

The Strategy for Solid Waste Management, part of the Region of Halton's Official Plan, was used to help guide the preparation of this WMP. The significant takeaways that were used to guide the preparation of this Waste Management Plan.

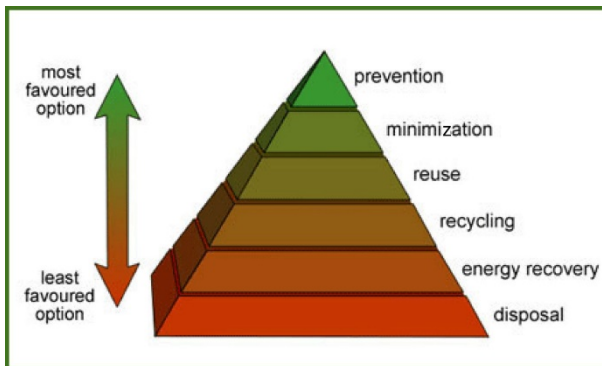
The ROP policy for Solid Waste Management states in section 149(2):

“Pursue, in conjunction with appropriate agencies, other levels of government and Local Municipalities, public education programs on the concepts of waste as a resource, conserver society, principles of reduce, reuse, recycle and resource recovery, sustainability and Halton's Solid Waste Management Strategy.”

Furthermore, in section 192, the ROP states that, “*This Plan calls for the preparation of certain guidelines or protocols to provide more detailed directions in the implementation of its policies.*” The ROP stipulates “Design Guidelines for Source Separation of Solid Waste” which this Waste Management Plan follows. This document will detail how waste management, consistent with the regional plans, will be accomplished.

3.0 Waste Diversion

As part of the strategy for waste management and collection for this development, waste diversion and the principles for dealing with it were considered to be the best strategic options to achieve an efficient system and a reduction of waste. The ways for addressing waste diversion are composed of 6 options as shown in the chart below. The points below address each principle and discuss how this development is accomplishing each principle.



3.1 Prevention - Prevention of waste is achieved as a conscious decision by residents and their awareness of the issue. Decisions made to buy products that will not create waste or at least minimize the amount of waste need to be top of mind. Residents will be made aware of the services offered from the Region through the waste diversion tools attached in Appendix A. This information will be distributed to all residents to make them aware of how to reduce waste.

3.2 Minimization - This is largely based on the awareness of the resident and their commitment to minimize waste. Programs that assist in this are

clothing reuse (ex, donating old clothes) or product reuse (ex. Electronic goods, furniture donations, garage sales organized by residents in the building and residents returning empties back to the beer store and LCBO). Residents will be made aware of the waste diversion tools outlined in Appendix A by the Waste Diversion Guide and the Let's Put Waste in Its Place flyer.

Halton Region also has a Green Bin program for disposing of organic waste and recycling of paper, plastic and glass which minimizes waste and about which the resident will be made aware. Furthermore, the Region collects yard waste and bulk items for pickup for those properties that are eligible. There are other organizations that reuse electronics, cell phones, ink toners and take old car batteries that are available within the area and are detailed on the Region's website. The operator will promote and encourage residents of the benefits of this program. The fact that reuse of material and organic waste collection has been in place for many years in various cities in Ontario makes this easier as people are increasingly aware. Having the facilities and tools available for the residents will make these programs successful.

3.4 Reuse - This concept was explored above through reusing old clothes, electronics, ink toners cell phones and car batteries as several organizations within the community take and reuse products. Garage sales by residents are also ways to reuse such products and goods. In some communities, old appliances and building items are collected and reused by groups like Habitat Restore.

3.5 Recycling - The Region of Halton has a recycling and organics material system in place and the development team and residents will be taking advantage of this excellent system. This is detailed in the implementation section of this WMP.

3.6 Energy Recovery – This building does not include any energy recovery from waste appliances. The Region of Halton is responsible for any programs that would include energy from waste.

3.7 Waste – Any waste material that is not captured within prevention, organic collection or recycling will end up in the landfill. Handling and setting out of that waste will occur and the use of the Region of Halton waste collection services is proposed.

4.0 Implementation

4.1 Garbage, Recycling and Organic Collection and Disposal

The Region of Halton has an excellent recycling and organics collection program. This development proposal is making application to work within that system. The sections that follow describe the disposal strategy for the development.

4.1.1 Waste Disposal - To ensure compatibility with the Region's current system, the retirement home will incorporate a tri-sorter chute and compaction system. On each floor, the residents will be able to recycle glass and metal, paper/cardboard organic and regular waste through one (1) chute which will separate garbage, recycling and organics into their appropriate bins within the Waste Storage Room. This waste will then be compacted.

All waste and recycling will then be collected by the residents and brought to the chute room on their respective floor. The waste, organics and regular waste will be separated by the tri-sorter system into the proper bins and carts within the Waste and Recycling Room. The front-end waste containers, recycling and organic waste bins will be placed outside in the temporary collection area and picked up by the Region of Halton according to the pickup schedule.

Garbage, recycling and organics are collected in the waste and recycling room on the first floor as shown in the Floor Plan Layouts in **Appendix C** of this report.

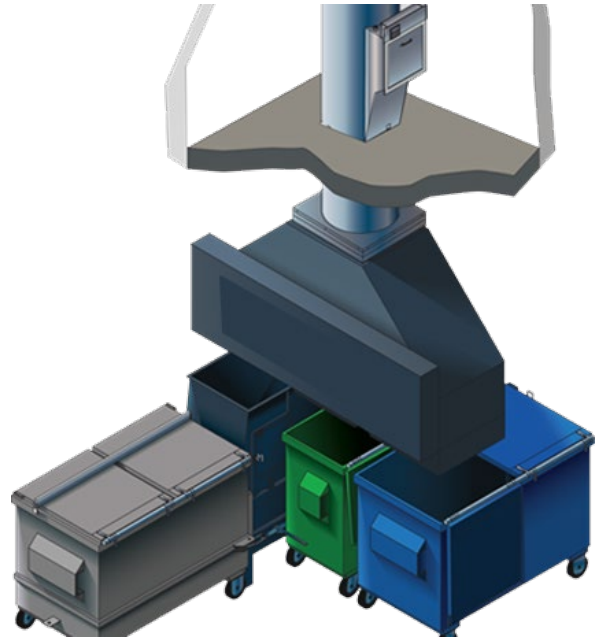


Figure 2 – Tri-Sorter System

4.2 Garbage, Recycling and Organic Collection and Storage

4.2.1 Waste Recycling Room

The development has a total of 230 retirement suites. In keeping with the waste collection service application guide we have proposed the following containers to manage the weekly waste for garbage, organics and recycling:

Garbage: 3 (3 C/y Bin) Black
Organics: 8 (95 Gallon Bin) Green
Recycling: 4 (3 C/Y Bin) Blue

The Region website at www.halton.ca/putwasteinitsplace includes "Waste Tools" that provides details on collection calendars and will inform people how to reuse, recycle and dispose of waste properly. Please See Appendix C for more detailed drawings of floor plan layout with dimensions of the Waste Storage Room. Please see Appendix A for the Application for Waste Collection Services.

4.3 Waste Collection Route

There is one (1) access to the site along Wilson Street to be used by residents, visitors and loading vehicles. Please see Appendix B for a Site Plan proposal showing the Garbage Truck Entry Path and the Garbage Truck Exit Path. Please also reference these site plans for the location of the Waste Collection Point. The pick-up area is located within the building with a designated loading space of 12.00m by 3.50m. This loading space is located within a larger loading room with a dimension of 10.15 x 13.00m. On the day of collection, the building's superintendent will roll the waste bins from the Waste Storage Room into the adjacent Loading Room for collection. The Waste Storage

Room is 9.75m x 10.00m. The waste disposal truck will drive into the Loading Area where the waste will be loading using the front-end loading operation of the truck.

Regarding access of waste collection vehicles into the site, a site circulation assessment was completed using the AutoTURN software to ensure adequate maneuverability through the site for firetrucks, garbage trucks and loading vehicles. Please reference Entrance and Access Site Plan diagrams in Appendix B which show the proposed route for a 10.31 meter waste collection truck.

5.0 Development Design Guidelines for Source Separation of Solid Waste

Section 4 references the waste management guidelines listed in the Development Design Guidelines for Source Separation of Solid Waste (SSSW) in the ROP. **Table 1** below lists requirements of Section 1.3 to 1.10 of the SSSW. **Table 2** lists the waste removal requirements of section 2.3, multi-residential structures of the SSSW. Both tables provide a column for comment on how the requirement has been addressed within the development proposal and a final column to confirm compliance.

Section 5 - Table 1: Storage and Collection Point Guidelines

SSSW Section #	Guidelines	Comment	Comply
1.3	General Requirements		
1.3.1	In addition to the following guidelines, the Region of Halton Waste Collection By-law and any other applicable By-laws or Regulations (including, but not limited to, local municipal zoning By-laws and Urban Design Guidelines and Site Plan Standards), must be fully adhered to.	Noted.	Yes.
1.3.2	Halton Region will only provide Garbage, Recyclable Material, Organic Waste, Yard Waste, Bulk Waste, Metal Items and Appliances collection services for Residential Units. Not all properties are eligible for all collection services. Eligibility will be confirmed by Halton Region when the application is reviewed for approval.	Noted. Awaiting approval.	
1.3.7	Developers shall ensure that Recyclable Material and Organic Waste systems are as convenient as Garbage systems.	Noted. Organic waste removal was addressed throughout the design development process. Townhome residents will have designated bins for organic waste removal. The condominium building also has designated space for organic waste removal within the waste storage room. The tri-sorter system will have options to pre-sort organics during waste disposal by residents.	Yes.
1.4	Development Application Requirements		
1.4.1	As part of the development application review process, the applicant shall submit to Halton Region Public Works Department a completed Supplementary Waste Plan (Appendix 7). The Waste Plan shall clearly indicate the following:	Waste Plan prepared and attached to this report as Appendix F . The Waste Plan addresses and confirms the requirements of Section 1.4.1.1 to 1.4.1.9.	Yes.
1.5	Private Residential Waste Collection		
g.	Private residential collection will not be permitted unless approved by Council. If private residential collection is approved, the development cannot receive Region's Waste collection service at any future date unless the site meets current guidelines or if it does not, it must receive Council approval.	Noted.	n/a



1.6	Disclosure Requirements		
1.6.1	<p>As part of the Purchase and Sale Agreement, the Developer, Owner, Property Manager or Agent for the development must disclose in writing, to a prospective buyer of a unit within the development, the following information as applicable:</p> <p>1.6.1.1 - the type of Waste collection system and requirements of the prospective owner/tenant regarding sorting, storage and collection of Waste;</p> <p>1.6.1.2 - the location of the unit to the Waste rooms or Waste chute(s) and if there is a potential for odour or noise issues; and,</p> <p>1.6.1.3 - if the property does not meet these Guidelines, the property is not eligible for Region Waste collection services. The Region will not assume any responsibility for Waste collection services until such time that all requirements for Region Waste collection services have been met to the satisfaction of the Commissioner.</p> <p>1.6.1.4 - A copy of the Purchase and Sale Agreement aforementioned and/or a copy of the Condominium documents with excerpts of the applicable clauses relating to Waste management included, will be a condition of final approval.</p>	<p>1.6.1.1 - Each resident will be provided a copy of this Waste Management Plan, including requirements of the municipality for sorting as outlined within the following: Recycling Guide Pamphlet (May 2013) and the Apartment Resident Waste Diversion Guide. Please see Appendix G for reference to these items.</p> <p>1.6.1.2 – Site Plan and Floor Plans that show the location of the waste disposal area will be provided to each resident upon occupying.</p> <p>1.6.1.3 – Noted.</p> <p>1.6.1.4 – Noted.</p>	Yes.
1.7	Commencement of Waste Collection Services		
1.7.1	The Developer will be fully responsible for collection and disposal of all Waste until the Developer is able to confirm to the Region that the development has reached 90 per cent occupancy and that a Waste collection truck is able to safely and consistently perform collection services without obstruction or delay, to the satisfaction of the Region.	Noted.	Yes.
1.7.2	The Developer shall submit an Application for Waste Collection Services to Halton Region Waste Management Services (Appendix 6), which is a supplementary application to the Development Application, once the construction has commenced and prior to attaining 90 per cent occupancy.	A Draft Application has been included within this submission package for preliminary review. Please see Appendix E. to be filed at the appropriate time.	Yes.
1.7.3	Where a Waste collection vehicle is required to access private property in order to collect Waste materials, the	A Draft Drive Through Agreement has been included as part of the Waste Management Submission package. Please See Appendix F.	Yes.



	property owner must first enter into a Drive Through Agreement with the Region.		
1.7.4	Once the completed Application for Waste Collection Services has been received by the Region, Waste Management Services staff will review the application and schedule a site visit with an Agent representing the property within 30 days of receipt.	Noted.	
1.7.5	The Region will provide a date for commencement of Waste collection services, once all requirements have been addressed to the satisfaction of the Region. Collection services may take up to four weeks to commence once the requirements have been satisfied.	Noted.	
1.7.6	Waste collection trucks will only travel on roads which have, at minimum, base curb and base asphalt .	Noted.	
1.7.7	Waste loading areas and storage areas must be complete and constructed of a material suitable for their intended use (i.e. reinforced concrete), to the satisfaction of the Region.	Noted.	
1.7.8	Boulevards must be rough graded.	Noted.	
1.7.9	Other criteria relating to access and safety issues pertaining to Waste management may be reviewed by Halton Region Waste Management staff, where applicable.	Noted.	
1.7.10	Should Waste collection vehicles be required to drive onto or over a supported structure , the Region must first receive a letter, certified by an Ontario Professional Engineer, indicating that the supported structure can support a fully loaded Waste truck.	No access routes are proposed over a supported structure.	Yes.
1.7.11	The Agent for the property must provide a letter to all tenants/owners within the development which clearly communicates the details of the Waste management system and when collection will commence.	Noted. A letter will be prepared and circulated one week prior to commencement and only following confirmation from the Region of Halton.	
1.8	Capacity, Storage and Private Road Requirements		
1.8.1.2	Garbage		
1.8.1.1.2	For residential units where Section 2.3 “Multi-Residential Apartment Buildings” applies, refer to Appendix 2.	Noted.	
1.8.1.1.3	The purchase or rental of Front End garbage bins shall be made in accordance with the terms set out in the application for Approval of the Development Application.	Noted.	
1.8.1.2	Recyclables		
1.8.1.2.2	For residential units where Section 2.3 “Multi-Residential Apartment Buildings” applies, one Semi-automated Cart for every seven (7) residential units will be provided to the property by the Region, free of charge, following the approval of the Application for Waste Collection Services and prior to commencement of collection services.	Noted. Region to confirm.	
1.8.1.2.3	A space allotment of 0.80 metres wide by 1.0 metre deep for each Semi- automated Cart shall be indicated	Waste Storage Room and Waste Collection Area have been designed to comply.	Yes.

	on the design drawings, to the satisfaction of the Region.		
1.8.1.3	Organic Waste		
1.8.1.3.2	For residential units where Section 2.3 “Multi-Residential Apartment Buildings” applies, one Semi-automated Cart for every 25 residential units will be provided to the property, by the Region, free of charge following the approval of the Application for Waste Collection Services and prior to commencement of collection services	Noted.	Noted.
1.8.1.3.3	A space allotment of 0.80 metres wide by 1.0 metre deep for each Semi- automated Cart shall be indicated on the design drawings to the satisfaction of the Region.	Waste Storage Room and Waste Collection Area have been designed to comply.	Yes.
1.8.1.4	Bulk Waste		
1.8.1.4.1	For a Multi-residential complex, where Section 2.3 “Multi-Residential Apartment Buildings” applies and which is receiving Region Front End garbage collection, eligible for Bulk Waste collection in accordance with the Region’s Waste Collection By-law. A temporary area within the property, with direct access, will be required to accommodate the roll-off receptacle in accordance with municipal By-laws. Reference Appendix 2, for dimensions and capacity allowances.	Please see Appendix B Site Plan for reference to the Waste Collection point that will act as a temporary location to comply with the municipal by-law.	Yes.
1.9	Storage and Internal Handling Requirements		
1.9.2.1.1.	That Recyclable Material and Organic Waste systems are as convenient to use as Garbage systems, in accordance with Section 1.3.7;	All waste systems have been considered and are designed in compliance with strategies for implementation of same.	Yes.
1.9.2.1.2	That Collection Point locations for Waste are accessible to all residents/occupants and do not hinder residents/occupants from participating in Recyclable Material and Organic Waste programs and comply with Ontario’s Accessibility for Ontarians with Disabilities Act;	Noted. The proposed collection point is central to the development proposal providing generally equal access to all residents of the development. However, residents will only have access to the chute room on their respective floor level to dispose of waste.	Yes.
1.9.2.1.3	That all applicable health and safety considerations are incorporated into the design for workers handling or moving Waste Receptacles and comply with the Ontario Health and Safety Act; and	Noted.	Yes.
1.9.2.1.4	That the Developer has established an ongoing management and maintenance program for the proposed Waste management system that will ensure the continued operation of the proposed system (i.e. cost considerations, sustainability).	Noted. The management and maintenance of the proposed system is to be coordinated and funded by the operator.	Yes.
1.9.2.2	An example of an acceptable internal management and handling of Waste design would include: 1.9.2.2.1 – A Central location on the ground floor that all Recyclable Material, Organics and Garbage are taken to;	1.9.2.2.1 – Noted. Each floor will have its own respective chute room which will pre-sort items of Waste, Recycling and Organics to be collected and stored within the Waste Room on the Main level. At Collection day, the waste bins will be rolled to the Collection Point which is central to the development. Residents of the	Yes.



	<p>1.9.2.2.2 - One chute room that all Recyclable Material, Organic Waste and Garbage are taken to (i.e. tri-sorter, two chutes with bi-sorter or three separate chutes);</p>	<p>Townhomes will manually bring their garbage to this collection point individually.</p> <p>1.9.2.2.2 - Noted and implemented. Please see Appendix B for a Site Plan showing the location of the Chute room for storage and organization of all Apartment waste using a Tri-sorter system.</p>	<p>Yes.</p>
1.9.2.3	<p>The dedicated storage area must be adequate to store Waste for a minimum of one week based on minimum capacity requirements as outlined in Section 1.8.</p>	<p>Noted. Garbage Storage room has been designed with required capacity and bin storage space for garbage storage at minimum for one week.</p>	<p>Yes.</p>
1.9.2.4	<p>A clear and accessible area of 10 square meters within the building that can be used for the storage of larger items such as Bulk Waste, shall be included in the design.</p>	<p>Yes. Please See Appendix B and C.</p>	<p>Yes.</p>
1.9.2.5	<p>The Waste storage area shall be constructed to prevent pests</p>	<p>The waste storage area is interior to the building.</p>	<p>Yes.</p>
1.9.2.6	<p>The storage area shall be constructed of a material that may be easily cleaned and shall have an area to wash Waste receptacles including a water hose connection and floor drain, to the satisfaction of the Region.</p>	<p>Noted and Implemented. There is water connection and drain connections to the waste room which will primarily be finished with exposed concrete for ease of washing.</p>	<p>Yes.</p>
1.9.3	<p>Internal Storage Requirements</p>		
1.9.3.1	<p>The Waste storage area shall have adequate and well maintained mechanical ventilation.</p>	<p>Yes. HVAC has been designed in accordance with the Ontario Building Code.</p>	<p>Yes.</p>
1.9.3.2	<p>The Waste storage area must have a mechanism to cool the room during periods of hot weather (i.e. air conditioning) to suppress odours.</p>	<p>Yes. Air conditioning ducts have leads to the storage area.</p>	<p>Yes.</p>
1.9.3.3	<p>The Waste storage area shall have sprinkler and fire prevention systems in accordance with all Ontario Fire Code and Ontario Building Code requirements.</p>	<p>Yes.</p>	<p>Yes.</p>
1.9.3.4	<p>The Waste storage area shall have sprinkler and fire prevention systems in accordance with all Ontario Fire Code and Ontario Building Code requirements.</p>	<p>Yes.</p>	<p>Yes.</p>
1.9.3.5	<p>Internal Waste storage areas must be at ground level with direct access to the Waste Collection Point through double doors which are a minimum of 2.2 meters in width, to allow for movement of Waste receptacles. These double doors should open directly to the external Collection Point.</p>	<p>Yes.</p>	<p>Yes.</p>
1.9.5	<p>External Storage Requirements</p>		
	<p>External Storage areas may only be considered, at the discretion of the Region, if Internal Storage of Waste receptacles are shown to be impractical due to the nature of the proposed development property and shall include the following:</p>	<p>There is no external storage areas proposed.</p>	<p>Yes.</p>
1.9.5.1	<p>External Storage shall be designed and constructed to store containerized Waste according to collection type. There shall be no loose piles of garbage permitted at any time.</p>	<p>No external storage is proposed. Waste will be stored in an internal Waste Storage Room and rolled to the internal Waste Collection Area for pickup on the corresponding waste pickup schedule.</p>	<p>Yes.</p>



1.9.5.2	The External Waste Storage area shall be self-contained with a well-maintained mechanism to lock the door/gate to prevent unauthorized access. The Owner shall arrange for the doors to be opened and then secured on Waste collection day to allow for automated Front End Collection.	n/a	n/a
1.9.5.3	The External Storage structure shall be maintained in good repair and have industrial quality hinges and closures on all doors/gates to withstand frequent use and climate fluctuations.	n/a	n/a
1.9.5.4	The External Storage structure shall be designed and constructed with the same design elements and materials as the main building in terms of colour and external facade.	n/a	n/a
1.9.5.5	The External Storage structure shall extend a minimum of 0.5 metres above collection bin.	n/a	n/a
1.9.5.6	The applicant is advised to contact the Zoning section of the Local Municipality to ensure that external storage of Waste receptacles is permitted in accordance with Property Standards and By-laws.	n/a	n/a
1.10	Private Road Requirements		
1.10.1.1	Private Roads layouts shall allow for direct, consistent and safe access from a Municipal Road to the Waste Collection Point and back to the Municipal Road without delays or reversing onto the Municipal Road.	A private access aisle shared with the proposed parking area has been designed to accommodate the waste collection vehicle. No reversing on to the municipal road is required to perform the waste collection duties.	Yes.
1.10.1.2	Private Road layouts shall allow for the continuous forward collection of Waste without the need for Waste collection vehicles to reverse.	The waste collection route has been designed to incorporate a safe, unobstructed route of travel designed to site standards from the Site's access/egress point through to the collection point.	Yes.
1.10.1.3	All Private Roads shall be constructed with a hard surface, such as asphalt, concrete, or another suitable material acceptable to the Region, and have a minimum width of 6 metres.	Noted and confirmed. The majority of the site access is to be paved the hard surface will be designed and will be constructed to standards required to support the Waste Removal Vehicle.	Yes.
1.10.1.4	All turns shall have a minimum turning radius from the centre line of 13 metres to the satisfaction of the Region.	Noted. Site access has been designed to comply.	Yes.
1.10.1.5	Overhead clearance throughout the Private Road must be a minimum of 7.5 metres and be free from obstructions such as overhangs, awnings, utility wires, balconies, and must be kept clear of tree branches, etc.	Noted and free of obstruction.	Yes.
1.10.1.6	All Private Roads and supported structures along the Waste collection route must be designed and constructed to support a minimum of 35 tonnes (the weight of a fully loaded Waste truck). If Waste collection vehicles are required to drive onto or over a Supported Structure the Region must receive a letter, certified by an Ontario Professional Engineer, in advance of any initial Waste collection, indicating that the supported structure can support a fully loaded Waste truck.	n/a	Yes.

1.10.2	Where continuous forward Waste collection as set out in section 1.10.1.2 cannot be achieved or is demonstrated to be impractical, a cul-de-sac or T-turnaround may be permitted in accordance with the specifications outlined in Appendix 5 and 3, respectively. It should be noted that T-turnarounds are strongly discouraged and will only be approved at the discretion of the Region. Waste collection vehicles are not expected to back up more than 18 meters (from front wheel to front wheel).	A T-turnaround is not required.	Yes.
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Section 5 - Table 2: Waste Collection from Residential Developments: Multi Residential

#	Guidelines	Comment	Compliance
2.3	Multi-Residential Apartment Buildings		
2.3.1	Multi-residential Units as described in Section 2.3 will receive Recyclable Material collection and Organic Waste collection and may receive Front End Garbage collection and Front End Bulk Waste call-in collection on Private Property in accordance with the Region’s Waste Collection By-law.	Noted. This development is making application to the Region for these services. The proposed development falls within the Multi-Residential characteristics as described in Section 2.3.	Yes.
2.3.1.1	Private Roads must adhere to the requirements of Section 1.10 “Private Road Requirements”.	The private road has been designed to comply with all standards of section 1.10.	Yes.
2.3.1.2	For Front End and Semi-automated Cart collection a turnaround must be provided, as referenced in Appendix 3 and 5.	A T-turnaround has been provided using the minimum standards of Appendix 3.	Yes.
2.3.1.3	The Collection Point shall include the length of the truck (approximately 9.7 metres), plus the length of the loading area as determined by the number of Waste receptacles required.	The dimension of the loading area is 3.0m x 6.0m which accounts for the length of the truck and the required length of the loading area.	Yes.
2.3.1.4	A minimum of 18 metres straight head-on approach to the Collection Point is required.	There is excess of 18m of clearance directly into and out of the Waste Collection Area.	Yes.
2.3.1.5	If the 18 metres head-on approach is not achievable, the Collection Point must be designed in such a way as to allow a collection vehicle to enter the site, collect the Waste and exit without the need to backup more than 18 metres (from front tire to front tire) and shall not back onto a Municipal Road. A turnaround area allowing for a three-point turn of not more than one truck length or a drive through access route are acceptable options for accommodating this requirement, to the satisfaction of the Region.	The site’s access route provides an unobstructed path of travel from site entrance to the site collection point.	Yes.
2.3.1.6	The dedicated Waste Collection Point must be adequately signed indicating that the area is a Waste Collection Point and that there shall be no parking or blocking of Waste collection containers.	Please See Appendix B showing signage locations on the Site Plan Drawings for the Waste Collection Point and the Waste Collection Route. Signage is to comply.	Yes.
2.3.1.7	The dedicated Waste Collection Point must be kept cleared of snow and ice so as not to pose a danger to the collection vehicle or property during collection.	The snow and ice removal service is to be procured and will be required to make clear the Waste Collection Route. Please note that the Waste Collection Route also is shared with the	Yes.

		Fire Route. It is also a safety requirement to keep this route free and clear of obstruction.	
2.3.1.8	The Collection Point must be level (the change of grade must not be more than +/- 2%) and if applicable, must be certified that it is designed and constructed to support a minimum of 35 tonnes (the weight of a fully loaded Waste truck).	Grades are not in excess of a 2% slope at the Waste Collection Point.	Yes.
2.3.1.9	The loading location for Semi-automated Tote Collection must be at grade and have sufficient space to accommodate all recycling receptacles and organic receptacles set out for collection.	Waste Collection point is at grade and designed with sufficient space to comply with standards.	Yes.
2.3.1.10	The Waste collection truck drivers are not required to leave the collection vehicle for Front End collection and the Collection Point should not require the jockeying of Front End containers by the driver.	Noted. Site is designed to comply for a Drive in load and leave pickup.	Yes.
2.3.1.11	Multi-Residential Apartment Buildings must have adequate Waste storage requirements as set out in Section 1.9	The internal waste storage room is design to comply with the space characteristics required and calculated off of the occupancy numbers.	Yes.
2.3.2	Common piles at the curbside and/or on an internal concrete pad are prohibited for Multi-Residential Complexes.	Noted and agreed.	Yes.
2.3.3	A Drive Through Agreement (Appendix 9) must be signed by the Owner and the Commissioner and approved by the Region prior to any Waste collection taking place.	A Draft Drive-in Agreement has been prepared.	Yes.

6.0 Schedule

Construction of the proposed retirement building is subject to an OPA, ZBA and Site Plan approval in addition to a Building Permit. Implementation of the Waste Management Plan will follow construction of the retirement home. Please see the following rough schedule for anticipated roll-out of construction and initiation of waste pickup.

Construction: to begin in Spring of 2021. Construction is anticipated to take 24 months.

7.0 Conclusion

Amico Properties Inc. and Spruce Partners have prepared this Waste Management Plan in support of the redevelopment proposed at 152 Wilson Street in Oakville. This is the recommended waste management practices for the proposed development. This Waste Management Plan is to be used as a guide.

Yours Truly,

Cindy Prince

APPENDIX INDEX

Please see the following list of supporting information and drawings included as appendices to this WMP as referenced within this report.

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Appendix A – Application for Waste Collection Services



Application for Waste Collection Services

New Submission

Change (Specify):

Date: 2020 / 05 / 15
YYYY / MM / DD

The undersigned requests the extended "on-site" waste collection service(s) as provided by Halton Region.

Note: Requests will not be processed unless the attached general release form is signed and sealed. All applicants must provide a reduced current site plan.

Applicant:

Name of person completing this form: Cindy Prince

Position: Vice President

Phone #: (519) 791-8807

E-mail: Cindy Prince

I have authority to act on behalf of the property owner

Name of Owner: Amico Properties / Spruce Partners

Address of Owner: 2199 Blackacre Drive, Windsor ON N0R 1L0

17 George Street, Okaville Ontario L653B8

Please indicate which service you require:

Front-End Garbage Collection

Curb side Garbage Collection

Semi Automated Recycling Collection

Other (Specify): _____

Semi Automated GreenCart Organics Collection

Collection is requested at:

Name of Property: Lions Foundation - Guide Dog Building

Address: 152 Wilson Street, Oakville ON L6K 1J1

Contact Person: Cindy Prince

Phone Number: (519) 791-8807

E-Mail: cprince@triamico.com

Details of Location:

Building Type: Retirement Home

Site Plan Application Number: not yet assigned

Number of Units: 230

Number of Floors: 6 storeys

Condominium: Yes No

HCC #: _____

Owned and Rental Units: Yes No

Halton Community Housing Corporation: Yes No

Number of Pick-Up Locations: 1

Garbage Containers (for Front-End Garbage Collection Service Only)

Number	Size (cubic yards)	Wheeled/ Stationary	Compacted?
3	3 c/y	wheeled	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Enclosures (for Front-End Garbage and/or Automated Service Only)

Location on Property	Size
Interior Location	10.15m x 13.0m Loading room + 9.75m x 10.0m Waste Storage Room = $(131.95m^2 + 97.5m^2) = 229.45m^2$

Garbage Disposal Location: (check the one that applies)

<input checked="" type="checkbox"/> Chute on every floor	<input type="checkbox"/> Residents bring to ground level / outside
<input type="checkbox"/> Chute and ground level	<input type="checkbox"/> Other (specify):

Blue Bin Recycling (360L)/(95Gal.) for Semi Automated Collection

Current Number of Bins on Site:	Number of Bins Requested(1 bin per 7 units):
none	4 - 3 c/y bins - to be stored within the Ground Floor Waste Storage Room

Recycling Deposit Location: (check the one that applies)

<input checked="" type="checkbox"/> Chute on every floor	<input type="checkbox"/> Recycling Room
<input type="checkbox"/> Chute and Recycling Room	<input type="checkbox"/> Recycling Containers on each floor
<input type="checkbox"/> Recycling Underground	<input type="checkbox"/> Recycling Outdoors
<input type="checkbox"/> Other (specify):	

GreenCart Organics (360 L (95Gal.)) Semi Automated Service Only

Current Number of Bins on Site:	Number of Bins Requested (1 bin to 25 units):
none	8 individual - 95 Gallon Bins

GreenCart Organics Location: (check the one that applies)

<input checked="" type="checkbox"/> Chute on every floor	<input type="checkbox"/> Chute and GreenCart Room
<input type="checkbox"/> Residents bring to ground level / outside	<input type="checkbox"/> Other (specify):
<input type="checkbox"/> GreenCart container on each floor	<input type="checkbox"/> GreenCart underground

Important Information

- Collection area to be signed and kept clear of parked vehicles
- Collection area must be fully cleared of snow and ice and salted during winter months
- Do not place bulky items and white goods (both as defined in the Region's Waste Collection By-law) in front of containers
- Regularly clean and sanitize containers
- All waste must be set out at the collection point for pick up before 7:00 a.m. on your scheduled collection day

Personal information on this form is collected pursuant to section 2 of By-Law No. 30-96, A By-Law to Govern the Collection of Waste, and will be used to process your application for private property waste collection services and to administer the Region's Waste Management Services Program. Questions about the collection of your information can be directed to: Manager of Waste Management Planning and Collection, 1151 Bronte Road, Oakville, ON L6M 3L1, 905-825-6000 or toll free, 1-866-442-5866, ext. 8288.

For Office Use Only

Application Inspected By:

Date of Inspection:

____/____/____
YYYY / MM / DD

Service Start Date:

____/____/____
YYYY / MM / DD

Zone:

Call-ahead required:

Yes No

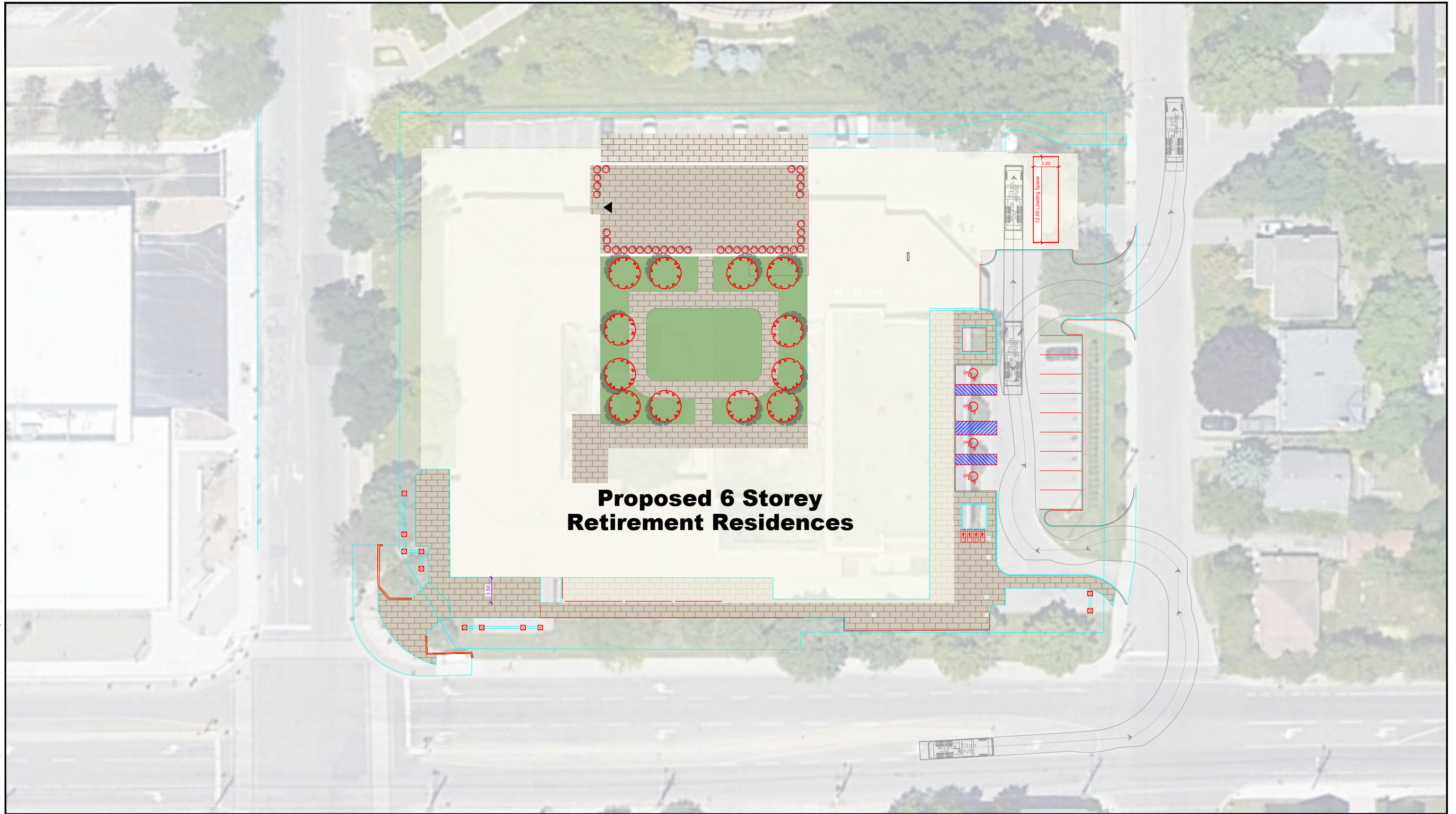
Garbage Collection Days: _____

Recycling Collection Days: _____

GreenCart Collection Days: _____

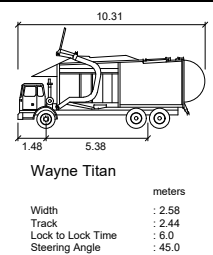
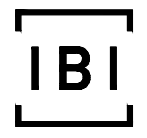
Comments

Appendix B – Site Plan Drawings
Site Plan: Waste Collection Entry Path
· Site Plan: Waste Collection Exit Path



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No.	REVISION	DATE



KERR VILLAGE RETIREMENT HOME

Waste Collection Truck

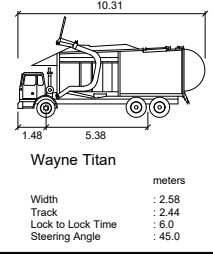
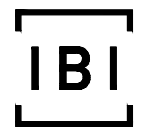
Vehicle Swept Path Analysis

DRAWN BY: J.P.	DATE: May 13, 2020	DRAWING No. 2
DESIGNED BY: N/A	SCALE: 2:1	SHEET No. 2
CHECKED BY: A.G.		
APPROVED BY: A.G.		



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No.	REVISION	DATE



KERR VILLAGE RETIREMENT HOME

Waste Collection Vehicle Circulation Plan

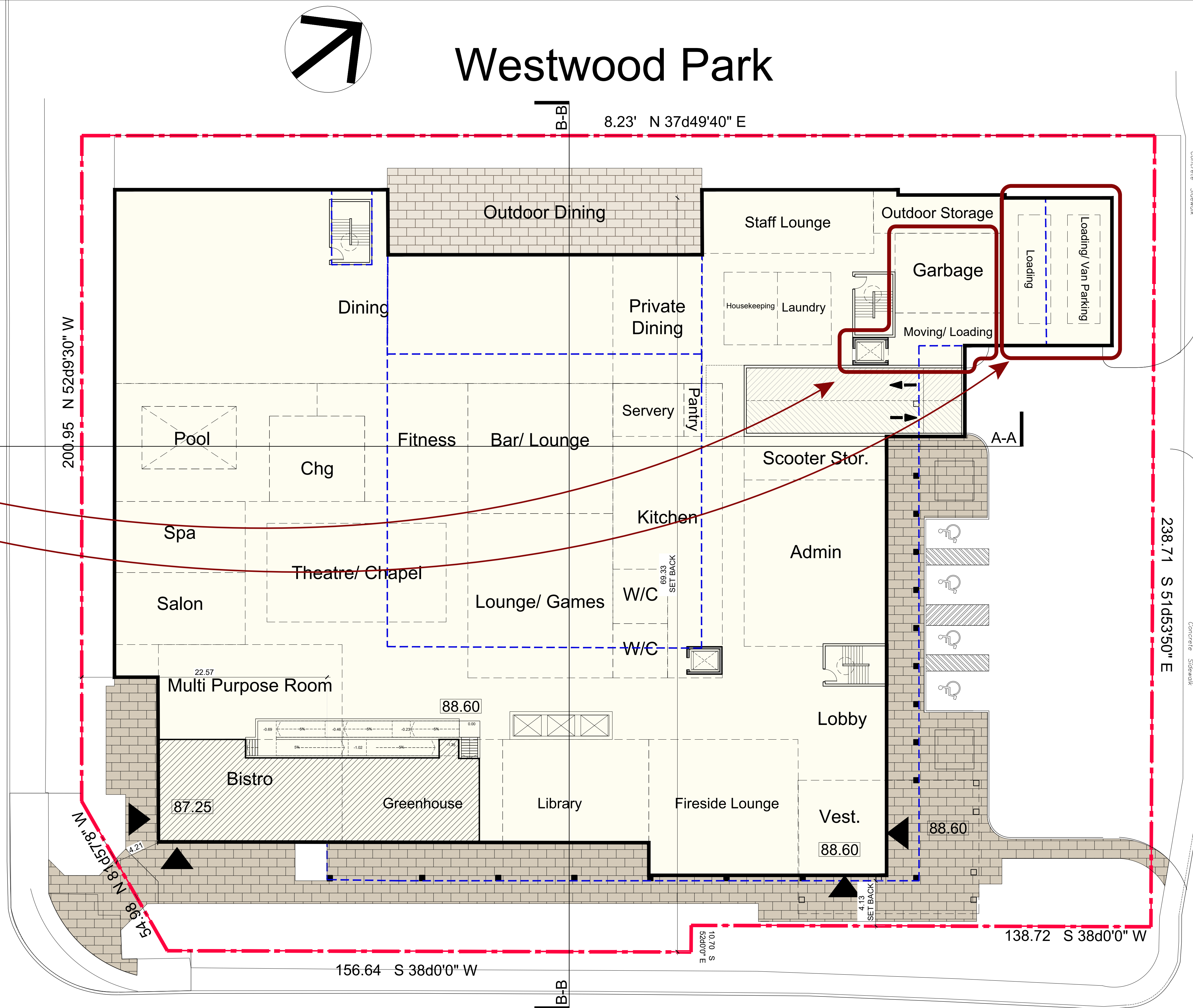
Vehicle Swept Path Analysis

DRAWN BY: J.P.	DATE: May 13, 2020	DRAWING No. 2
DESIGNED BY: N/A	SCALE: 2:1	SHEET No. 2
CHECKED BY: A.G.		
APPROVED BY: A.G.		

Appendix C – Floor Plan Drawings
Ground Floor Plan: Waste Path of Travel, Signage and Waste Room Location
Typical Floor Plan: Waste Path of Travel

**WASTE
PATH OF
TRAVEL:
GROUND
FLOOR**

Westwood Park

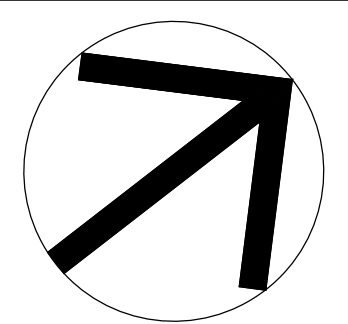


Ground Floor Plan GCA: 4,452 sm (47,920 sf)

Rebecca St.

Wilson St.

Ground Floor Waste Storage Room
Loading Room



3		
2		
1	Issued for OPA/ZBA	May, 08, '20
NO:	REVISIONS:	ISSUED:

NOTE: This drawing is the property of the Architect and may not be reproduced or used without the expressed consent of the Architect. The contractor is to verify all dimensions and conditions on the project and to report any discrepancies to the Architect prior to commencing work. These drawings are not to be used for construction purposes unless indicated as 'issued for construction'.

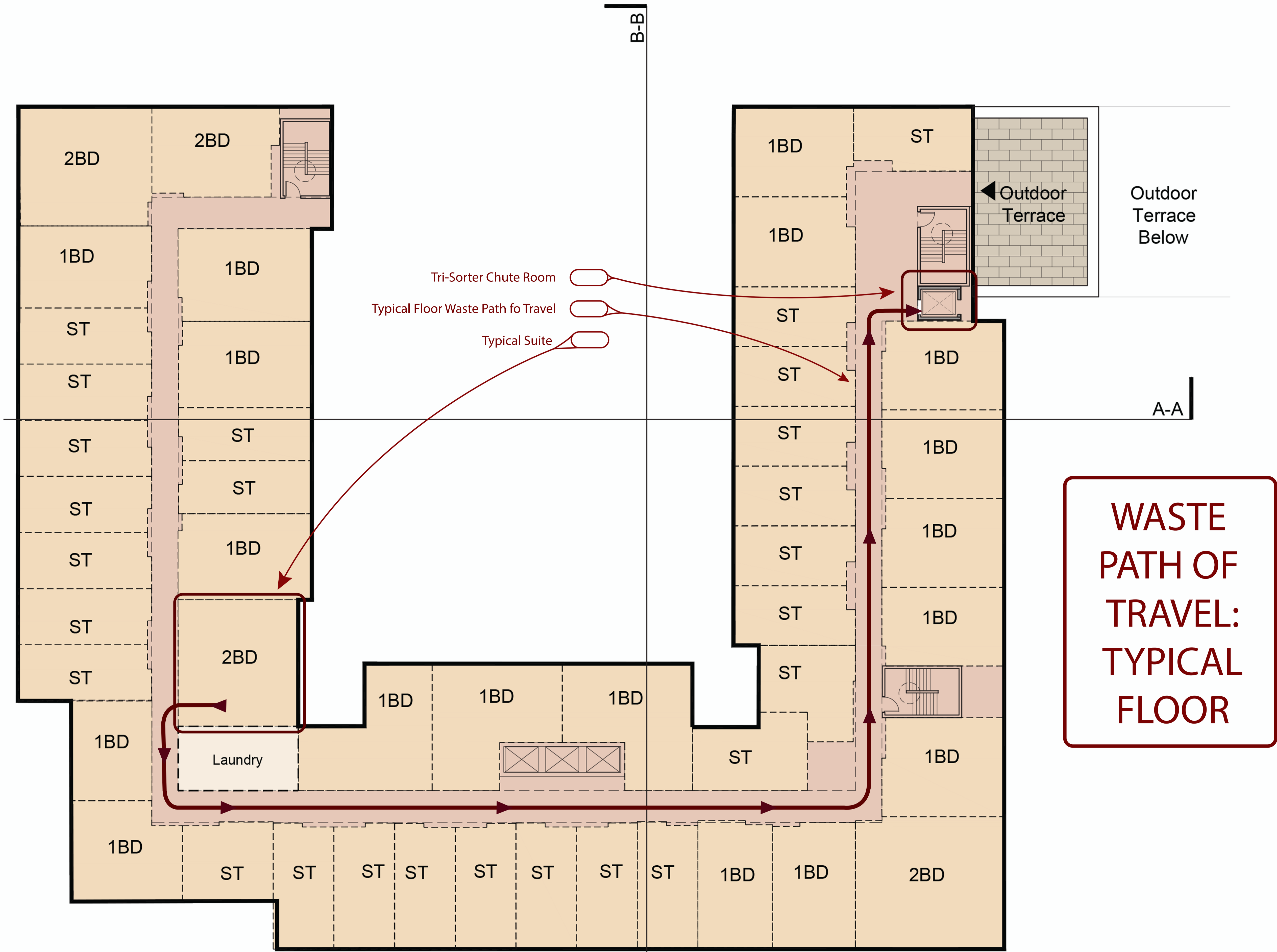
CLIENT:
Spruce Partners / Amico Properties

Oakville, Ontario

PROJECT:
Kerr Village Retirement Home
152 Wilson Street
Oakville, Ont.

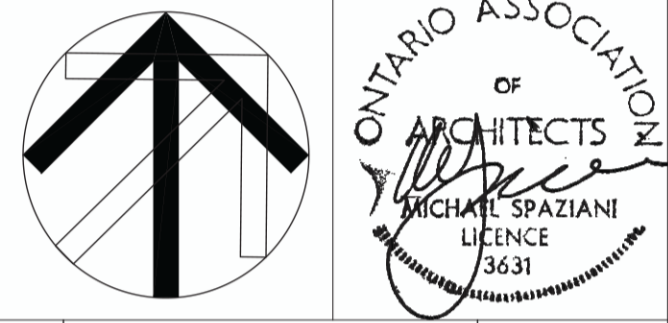
SHEET TITLE:
Ground Floor Plan

PROJECT NO. C9054	
SCALE: 1:200	DATE: Feb 2020
DRAWN: msai	SHEET NO:
CHECKED: msai	A01
FILE NO. C9054	



**WASTE
 PATH OF
 TRAVEL:
 TYPICAL
 FLOOR**

Fourth Floor Plan GCA: 3,182 sm (34,251 sf)



3		
2		
1	Issued for OPA/ZBA	May. 08, '20
NO:	REVISIONS:	ISSUED:

NOTE: This drawing is the property of the Architect and may not be reproduced or used without the expressed consent of the Architect. The contractor is to verify all dimensions and conditions on the project and to report any discrepancies to the Architect prior to commencing work. These drawings are not to be used for construction purposes unless indicated as "issued for construction".

CLIENT:
Spruce Partners / Amico Properties

Oakville, Ontario

PROJECT:
Kerr Village Retirement Home
 152 Wilson Street
 Oakville, Ont.

SHEET TITLE:
Fourth Floor

PROJECT NO. C9054	
SCALE: 1:250	DATE: Feb 2020
DRAWN: msai	SHEET NO.:
CHECKED: msai	A03
FILE NO. C9054	

Appendix D – Supplementary Waste Plan Application



Supplementary Waste Plan

New Submission

Change (Specify):

Date: 2020 / 05 / 15
YYYY / MM / DD

Applicant:

Name of person completing this form: Cindy Prince

Position: Vice President, Development

Phone #: (519) 737 - 1577

E-mail: cprince@triamico.com

I have authority to act on behalf of the property owner

Name of Owner: Amico Properties Inc. & Spruce Partners

Address of Owner: _____

Details of Location:

Building Type: Residential

Site Plan Application Number: Not yet Assigned

Number of Units: 230

Number of Floors: 6

Please provide the following:

1. Proposed route the waste collection truck would travel on site, including where applicable, the route the waste collection truck would travel from the municipal road to the collection point and back to the municipal road.
2. A representative scaled drawing showing the configuration of waste containers, compacting and sorting equipment in the internal waste handling room(s) (i.e. the centralized internal storage/handling room(s) on the ground floor and each floor, if applicable to ensure compliance with Section 1.3.7;
3. A representative scaled drawing showing the flow of waste as it leaves the resident's unit to the waste storage room, and from the waste storage room to the outdoor waste collection loading area, collection point or enclosure. This representation will depict the convenience of waste diversion (Blue Bin recycling and GreenCart organics) over garbage disposal.
4. A representative scaled drawing showing the waste collection loading area(s), including the configuration of the required number of waste containers.
5. Detailed drawings of any external enclosures including a representative scaled drawing showing the configuration of the required number of waste receptacles, if applicable.
6. The number of recycling receptacles and organic material receptacles required as per Section 2.1. "Waste Capacity Requirements";
7. The size and number of front end garbage collection bins required as per Appendix 2;

Personal information on this form is collected pursuant to section 2 of By-Law No. 30-96, A By-Law to Govern the Collection of Waste, and will be used to process your application for private property waste collection services and to administer the Region's Waste Management Services Program. Questions about the collection of your information can be directed to: Manager of Waste Management Planning and Collection, 1151 Bronte Road, Oakville, ON L6M 3L1, 905-825-6000 or toll free, 1-866-442-5866, ext. 8288

For Office Use Only

Application Inspected By:	Date of Inspection:	____/____/____ YYYY / MM / DD
---------------------------	---------------------	----------------------------------

Service Start Date: ____/____/____
YYYY / MM / DD

Zone:

Call-ahead required:
 Yes No

Comments

Appendix E – Guidelines and Best Practices

- ROP Waste Diversion Guide;
- Waste in its Place Flyer;
- Recycling Guide Pamphlet (May 2013);

Put Waste In Its Place

Green Cart Acceptable Items



Fruits and vegetables, salads, tofu, nuts and shells



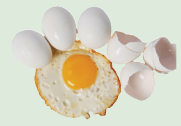
Breads and grains, cereal, pizza, pasta, couscous, rice and oatmeal



Baked goods, cake, cookies, pie, muffins and candy



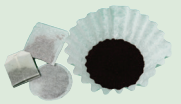
Meat, fish, and shellfish Including bones



Eggs and egg shells



Dairy products, cheese and yogurt



Tea bags, coffee grounds and filters



Fats, oils, butter, sauces, syrups, peanut butter and jams



Paper plates and cups (no lids), paper take-out food containers, paper egg cartons, baking paper, paper towels and tissues, shredded paper

Other acceptable items include:

Human and pet hair, houseplants, popsicle sticks, sawdust and cold wood ashes (in paper bags)

Remember: No plastic, glass, metal, Styrofoam, stickers, elastics, diapers or pet waste.



Blue Cart Acceptable Items



Plastic bags and plastic overwrap (clean, dry and empty)



Plastic containers and bottles (no film, foil or caps)



Plastic dinnerware, food containers and disposable containers (no cutlery)



Plastic plant pots and trays (free of dirt)



Boxed beverage containers (Tetra Paks®, milk and juice cartons) and cardboard cans



Metal pots, pans and baking sheets



Metal food and beverage cans, aluminum foil and trays



Glass bottles and jars



Newspapers, flyers, fine paper, magazines, books and envelopes (including plastic windows)



Boxboard - flattened cereal, cracker and tissue boxes (liners go in garbage)



Empty, dry metal paint cans (lids removed)



Corrugated cardboard (tie in bundles no larger than 120 cm x 120 cm x 30 cm)

Remember: No Styrofoam.



Garbage Acceptable Items



Plastic baggies, food wrap and bubble wrap



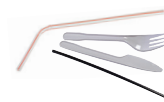
Chip and cookie bags, wrappers, cracker and cereal liner bags



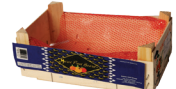
Styrofoam



Household items e.g. hangers, furnace filter, vacuum bags



Plastic cutlery, stir sticks and straws



Wooden food crates



Diapers and sanitary products



Damaged gift wrap, ribbons and bows



Cold cigarette butts and ashes



Pet waste



Light bulbs (not CFLs), ceramics and drinking glasses (wrap in newspaper)



Disposable mop sheets, sanitizing wipes, baby wipes and dryer sheets



Visit halton.ca/waste or download the **OneHalton app** to use our online sorting tool and find more waste management information.

halton.ca 311



Apartment Resident Waste Diversion Guide

halton.ca/apartment



Green Cart

The Green Cart is used to collect food waste and compostable papers for composting.



Each unit will receive a Kitchen Catcher to help you collect acceptable materials.

When it is full, empty the Kitchen Catcher into the Green Cart located in your building's recycling area.



Why the Green Cart program?

Beginning in 2008, Halton Region implemented the Green Cart organics program into single family homes, townhouse complexes, publicly-funded schools and select Regional and Local Municipal facilities.

The Green Cart is used to collect food waste and compostable papers for composting. The average multi-residential garbage bag in Halton Region contains 43 per cent Green Cart material. By composting this material, you and your building will have less garbage.

One of the priorities in the *Halton Region Strategic Action Plan 2015-2018* is to reach a waste diversion rate of 62 per cent. A key initiative to reach this goal is to enhance waste diversion in multi-residential buildings.

Halton Region is now implementing the Green Cart program in your multi-residential building.

This new waste diversion program will complement the existing Blue Cart recycling program. Halton staff worked with your building's board of directors and/or property management team to develop a program that will make waste diversion convenient and easy for you.

Please read this guide as it provides great information about the Green Cart and Blue Cart programs, and offers additional ways you can further reduce your garbage.

By recycling and composting more, you'll have less garbage and reduce our carbon footprint.

Storage

- Store your Kitchen Catcher in a convenient location in your kitchen (on the counter or under the sink).
- Green Carts will be set up by your superintendent in a centralized area, usually in the building's current recycling area.

Collection and disposal

- Empty your Kitchen Catcher frequently into the building's Green Cart.
- Ensure the Kitchen Catcher lid is closed properly during storage and transportation to the Green Cart.

Maintenance

- Wash your Kitchen Catcher with a natural cleaning product or mild detergent as required.
- The Kitchen Catcher is dishwasher safe.



Helpful tips

- Wrap food waste in newspaper or soiled paper towels, or place in a cardboard box like a cracker or cereal box.
- Avoid insects and other pests by sprinkling a handful of salt, baking soda or powdered ginger in the Kitchen Catcher.
- To reduce odours, store meat, poultry, fish and bones in the freezer until you dispose of them in the Green Cart.
- Use a paper milk carton (without a plastic spout) to collect fats and oils. When full, place in the Green Cart.
- If a paper product is difficult to rip, or if there is visible plastic or metallic lining, it cannot go in the Green Cart.

Green Cart

Kitchen Catcher liners

You can line your Kitchen Catcher with:

- Paper towels
- Newspaper/flyers
- Cardboard
- Paper bags
- Paper food waste bags
- Certified compostable bags with the BPI logo

If you line your Kitchen Catcher with a bag, make sure it is an acceptable Green Cart liner.

Not all liners sold are accepted in Halton's Green Cart program.

If purchasing liners, ensure you only select paper or certified compostable liners with the Biodegradable Products Institute (BPI) logo on the box.

These bags are made from plant-based materials so they compost easily.

For a list of Green Cart acceptable liners and where they can be purchased, visit halton.ca/Green Cart.

Purchased liners must carry the BPI logo.



✘ Unacceptable bags



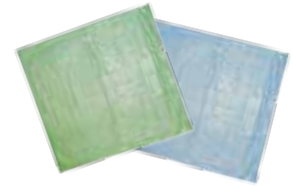
Plastic shopping bags



Oxo-biodegradable or degradable bags



Garbage bags



Plastic green or blue recycling bags

Halton Region does not accept plastic products or plastic liners in the Kitchen Catcher or Green Cart.

Green Carts lined with unacceptable bags will not be collected.

What happens to Green Cart materials?

Green Cart material is taken to the Hamilton Central Composting Facility.

The Green Cart materials are shredded and placed in the phase one tunnel for approximately two weeks. Materials are then transferred to a phase two tunnel and composted for another seven to ten days. Vents underneath the tunnel push air into the organic material, which creates the perfect environment for micro-organisms—bugs you need a microscope to see—to eat the organics. After several weeks in the composting tunnels, the material is then placed in a “curing” building. After the curing stage, the organic materials have been composted into “humus”, which resembles dirt.

The finished compost product is then used in agriculture and landscape projects. This compost is filled with valuable nutrients that keep the soil rich and moist for growing.



Help reduce contamination

With less contamination in the Green Cart, the final compost will be a better product that can be used in agricultural and landscaping projects. Following these tips will help reduce contamination.



No plastic packaging



No stickers or elastic bands



No pet waste



No diapers or sanitary products

✓ Green Cart acceptable items

All food waste including:



Fruit and vegetables
– no plastic, elastics or stickers



Baked goods, bread and cereals



Candy, chocolate and nuts



Coffee grounds & filters, teabags



Dairy products
– no containers



Pasta, couscous and rice



Eggs and egg shells



Meat, fish & shellfish
– including bones



Sauces, jams, oils and fats – no containers

Paper products:



Paper microwave trays



Paper tubes



Paper cups and plates



Paper egg cartons



Paper bags



Tissue and paper towel

Other acceptable items:

Dryer lint, feathers, human & pet hair, houseplants, nail clippings, wooden popsicle sticks, sawdust & cold wood ashes (in paper bags), shredded paper, soiled paper towels & soiled facial tissues.

Remember: no plastic, glass, metal, Styrofoam, stickers, gum, elastics, pet waste or litter.

Blue Cart

The Blue Cart is used to collect paper and certain packaging items for recycling.



Each unit will receive a reusable Blue Bag to help you collect acceptable materials.

Empty the Blue Bag into the Blue Cart located in your building's recycling area.

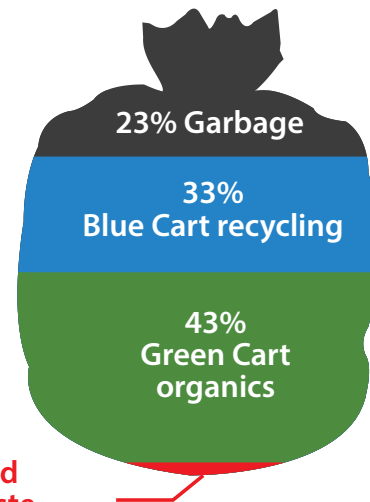


Why the Blue Cart program?

Did you know the average multi-residential garbage bag in Halton Region still contains 33 per cent recycling material? By capturing this material in the Blue Cart, you and your building can decrease the amount of garbage you produce.

Halton Region's 2012 – 2016 *Solid Waste Management Strategy* outlines several waste reduction initiatives, including the implementation of the Green Cart program and the enhancement of our Blue Cart recycling program at all multi-residential locations throughout Halton. Residents that participate in both of these programs can potentially reduce their garbage by over 75 per cent!

Placing acceptable materials in your Blue Cart can help to protect the environment and create useful recycling products that conserve natural resources. Working together we can continue to make a difference and help reduce our carbon footprint.



1% household hazardous waste

Blue Cart

Storage

- Store your Blue Bag in a convenient location, such as under your kitchen sink or in a closet.
- Empty the contents of your Blue Bag into the building's Blue Cart regularly.

Helpful tips

- You can mix papers and containers in the same Blue Bag or Blue Cart.
- Place acceptable materials loose in your Blue Bag or Blue Cart.
- Rinse all containers and ensure they are clean.
- Papers can be bundled and tied or placed loose, but no plastic bags.
- Tie corrugated cardboard in bundles no larger than 120 cm x 120 cm x 30 cm (4 ft x 4 ft x 1 ft).
- Flatten cardboard and box board.
- Do not place recycling material in plastic shopping bags.



What happens to Blue Cart materials?

Blue Cart material is taken to a special building called a material recovery facility, which in Halton is operated by a private business.

At the building, the truck dumps out the materials. Small dozers push the materials onto a conveyor belt, where it travels along until people and machinery group all of the items together—all the glass jars go to one place, all the aluminium cans go to another.

These grouped materials get baled, like bales of hay. A bale of pop cans weighs over 1,000 kg. These bales are what a company will buy when they want to recycle the material into something new.



Did you know?



Plastic containers

are converted into polar fleece, carpet, tote bags, flooring, compost bins, garbage cans, paint trays and more.



One tonne of drink cartons

diverted from trash saves about nine cubic yards of landfill space.

Blue Cart

✓ Blue Cart acceptable items



Disposable, plastic containers and packaging, plastic microwave trays



Single use plastic plates, cups and coffee cup lids – no cutlery



Plastic food and beverage containers – no film, foil or caps



Plastic bottles – caps are garbage

Plastic plant pots and trays



Boxed beverage containers
Tetra Paks®, milk and juice cartons



Empty metal paint cans
– dry and lids removed



Aluminum foil, trays, metal food and beverage cans



Glass bottles and jars



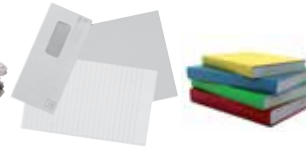
Cardboard cans



Boxboard – flattened cereal, detergent and tissue boxes, etc. (liners go in garbage)



Newspapers, flyers, fine paper, magazines and books, envelopes (including plastic windows)



Corrugated cardboard
Tie in bundles no larger than 120 cm x 120 cm x 30 cm (4 ft x 4 ft x 1 ft)

✗ **Remember:** No plastic bags, plastic film or Styrofoam.

Garbage

Helpful tips

- Ensure all garbage is in a closed bag.
- Do not leave garbage in common areas. Place in designated bins.
- Ensure all cigarette butts and ashes are cold for at least 24 hours prior to placing in the garbage.

Reduce your waste

- Avoid buying items with excess packaging.
- Whenever possible, buy refillable or reusable containers. Avoid containers that are not accepted in the Blue Cart.
- Try to buy in bulk as often as possible.
- Purchase durable goods of quality rather than disposable items.
- Bring your own reusable bags when you shop.
- Plan your meals by making a list when you go grocery shopping.
- Use a travel mug or thermos for your coffee.
- Use and reuse cloth napkins, towels and rags instead of paper napkins and paper towels.
- Buy rechargeable batteries, instead of single-use batteries.

If your building has a working garbage chute

- Do not place loose items in the garbage chute.
- Ensure garbage bags are an appropriate size for the garbage chute.
- Ask your superintendent how to properly dispose of pet waste such as kitty litter.
- Do not block the chute. Don't place cardboard boxes, blinds or large items down the chute as they can get stuck causing blockages resulting in expensive maintenance.
- Ask your superintendent how to dispose of large items (furniture, blinds, etc.), metal and appliances, and electronics.

Garbage

Common garbage materials

After recycling and composting, anything left over is garbage. Garbage is sent to a landfill.

Please ensure all garbage is bagged — no loose garbage.



Plastic cutlery, straws
and bottle caps



Plastic wrap, bubble
wrap and film



Box liner bags e.g.,
cereal bags



Snack bags, wrappers
and cookie bags



Disposable mop
sheets, sanitizing wipes
and dryer sheets



Gift wrap, ribbons
and bows



Styrofoam



Pet waste
and cat litter



Gum packages and
blister packs



Diapers, pads, floss,
cotton swabs



Cigarette butts and
ashes (cold)



Light bulbs (not CFLs),
ceramics, drinking glasses,
window glass (wrap in
newspaper)



Juice pouches



Plastic bags

Household Hazardous Waste

Household hazardous waste (HHW) can injure waste collectors and can damage the environment if disposed of improperly. Liquid household hazardous waste must not be poured down the drain or storm sewer.

Residential hazardous waste is usually labelled as:



Poison

Explosive

Corrosive

Flammable

Household hazardous waste can also be dropped off at one of Halton Region's Special Waste Drop-off Days.

Visit halton.ca/dropoff for event schedules and locations.



Household Hazardous Waste Depot

**Halton residents can drop off household hazardous waste, free of charge at the Halton Waste Management Site
5400 Regional Road 25, Milton
Monday to Saturday
8:00 a.m. to 4:30 p.m.**

There is a 20-litre maximum per visit.
No commercial hazardous waste can be accepted.

For more information, visit halton.ca/hhw.

Household Hazardous Waste



Acceptable household hazardous waste materials

Residential materials only, maximum 20 litres per visit. Free of charge.



Acids, solvents, glues



Fluorescent lights, CFL bulbs



Mercury-containing devices



Aerosols



Household cleaners, bleach, pool chemicals



Personal care products and medications



Automotive liquids



Paints and stains



Waste cooking oil



Batteries



Pesticides, garden chemicals, fertilizers



Pressurized cylinders



Sharps (must be in a sealed container)



Unacceptable materials

- Commercial hazardous waste
- Radioactive waste
- PCB waste
- Bio-medical waste
- Explosives
- Flares

Medications and sharps

The Ontario Medications Return Program and Sharps Collection Program are the safe and easy way to dispose of unused or expired prescription drugs.

These programs are operated by Health Products Stewardship Association.

For acceptable materials and to find a drop-off location near you, visit healthsteward.ca.



Medications and sharps (in a biomedical container) can be taken to the Halton Waste Management Site, 5400 Regional Road 25, Milton.

Up to 20 litres is accepted. Commercial waste is not accepted. Free of charge.

Battery recycling depots

Drop off household batteries (single-use and rechargeable) and cell phones for recycling at Halton Region battery recycling depots.

All lithium, button cell, corroded or leaking batteries and cell phones must be protected by covering the battery terminals with tape or individually bagging the battery or cell phone.

Visit halton.ca/batteries for a list of locations.

Batteries can be taken to the Halton Waste Management Site, 5400 Regional Road 25, Milton. Free of charge.

Batteries can also be dropped off at one of Halton Region's Special Waste Drop-off Days. Visit halton.ca/dropoff for event schedules and locations.



Other ways to reduce your waste

Paint and Stain Reuse Depot

Painting your house? Pick up and drop off usable paint and stain at the Paint and Stain Reuse Depot for free.

The Paint and Stain Reuse Depot is located beside the Household Hazardous Waste Depot. Open from spring to fall.

Visit halton.ca/hwms for details.



Electronics

Recycle Your Electronics is Ontario's e-waste diversion program, operated by Ontario Electronic Stewardship. There are hundreds of approved collection sites across Ontario for safe, convenient and free drop off.

For the location nearest you and electronic items accepted, visit recycleyourelectronics.ca.

Electronic waste can be taken to the Halton Waste Management Site, 5400 Regional Road 25, Milton. Free of charge.

Electronic waste can also be dropped off at one of Halton Region's Special Waste Drop-off Days.

Visit halton.ca/dropoff for event schedules and locations.



Special Waste Drop-off Days

To make the recycling and safe disposal of household hazardous and electronic waste (e.g., TVs, computers, stereos, cell phones) more convenient for residents, Halton Region holds Special Waste Drop-off Days throughout the year. For a list of upcoming events, visit halton.ca/dropoff.



Plastic shopping bags

Many retailers take back plastic shopping bags for recycling. Individual stores or store chains are responsible for managing their own plastic bag recycling programs. The Canadian Plastics Industry Association supports this program. Visit plastics.ca for drop-off locations.



Tires

Many retailers take back used tires (car, truck, farm) for recycling into rubber floor mats, rubber playground surfaces, rubberized asphalt, blasting mats, etc. Visit rethinktires.ca for acceptable materials and drop off locations.

Used tires can be taken to the Halton Waste Management Site, 5400 Regional Road 25, Milton. Up to five tires accepted per load. Free of charge.



Bag It Back

It's easy for you to make a difference—bring your eligible wine, beer and spirit containers to The Beer Store and claim a refund on your deposit. Visit bagitback.ca for more information.



Other ways to reduce your waste

Reuse centres

To divert waste from the landfill and help local charities with their fundraising, consider donating items in good condition for resale. Please contact the organization to ensure they accept the material before you drop it off.

Acceptable materials: clothing, linens, paired shoes, belts, purses, antiques and books, working electronics (e.g., TV's, stereos, radios, VCR's), kitchenware, clean and undamaged furniture.

Unacceptable materials: cabinets, desks, typewriters, tires, auto parts, mattresses, infant equipment (e.g., cribs, strollers, car seats).



Burlington Humane Society

The Loft, 740 Griffith Court,
Burlington
905-633-8143

The Attic, 479 John Street Burlington
905-333-5885

Canadian Diabetes Association

1-800-505-5525

Goodwill, The Amity Group

4051 New Street, Burlington
905-333-8989

407A Speers Road, Oakville
905-338-6240

550 Ontario Street, Milton
905-875-3533

Habitat for Humanity Halton

10-1800 Appleby Line, Burlington
905-637-4446

IODE Opportunity Shop

432 Kerr Street, Oakville
905-842-6338

Safetynet Children & Youth Services

101-226 Randall Street, Oakville
905-845-7233

Salvation Army Thrift Stores

3245 Fairview Street, Burlington
905-633-8762

82 Mill Street, Georgetown
905-877-8522

356 Kerr Street, Oakville
905-845-2351

420 Main Street East, Milton
905-864-0948

Salvation Army Reuse Depot

Halton Waste Management Site
5400 Regional Road 25, Milton
905-825-6000

St. Vincent de Paul Society

(Burlington, Milton, Oakville pick-ups)
1-905-549-3902

The Reuse Centre

2A-3335 North Service Road,
Burlington
905-319-0477

Wastewise

36 Armstrong Avenue, Georgetown
905-873-8122

Do not dump your garbage at reuse centres or at clothing collection bins.

Halton Waste Management Site

The Halton Waste Management Site (HWMS) provides Halton residents with a convenient “one- stop” location for reuse, recycling and proper waste disposal.

Please secure all open loads with a tarp or rope.

If required, customers should bring someone to help unload heavy material. **Attendants are not permitted to assist customers with the unloading of materials.**



HWMS

5400 Regional Road 25, Milton

Open: Monday – Saturday
8:00 a.m. to 4:30 p.m.

Closed the following holidays:

- New Year’s Day
- Family Day
- Good Friday
- Victoria Day
- Canada Day
- Civic Holiday
- Labour Day
- Thanksgiving
- Christmas Day

For a full list of fees, access Halton Region by dialing 311 or visit [halton.ca/waste](https://www.halton.ca/waste).

One click. One call. One Halton.

halton.ca ☎ 311



1151 Bronte Road, Oakville, Ontario L6M 3L1

Hours: 8:30 a.m. - 4:30 p.m.

Dial 311 in Halton or 905-825-6000

Toll free: 1-866-442-5866

accesshalton@halton.ca



halton.ca ☎ 311

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Apartment Superintendents,
Property Managers & Owners

Recycling Guide

May 2013



Responsibilities

Halton Region

- Provide waste diversion tools:
 - Blue Bags for residents
 - Blue Bins for the building (including additional or replacement bins)
 - Promotional materials (including information booklets, posters, stickers)
- Provide up-to-date waste management information and promotional materials
- Provide support to Superintendents, Property Managers, Owners and Residents

Owners and Property Managers

- Provide Halton Region with up-to-date building contact information, including, owner name, address, phone number, fax number, email addresses, and on-site contact. Contact Halton Region by dialing 311 or 905-825-6000.
- Ensure proper waste diversion tools are available to residents.
- Establish easily accessible Recycling Areas.
- Ensure Blue Bins are located in an area that complies with the Ontario Fire Code and *Accessibility for Ontarians with Disabilities Act*.
- Provide new residents with waste diversion tools, including Blue Bag and information package.

Superintendents

- Establish easily accessible Recycling Areas to make waste diversion convenient for residents.
- Comply with the Ontario Fire Code regulations.
- Provide new residents with all waste diversion tools including, Blue Bag and information package.
- Contact Halton Region for additional waste diversion resources.
- Maintain the Recycling Areas:
 - Proper storage
 - Up-to-date posters and bin stickers
 - Clean bins and Recycling Areas on a regular basis
 - Monitor contamination and educate residents
 - Replace broken or lost bins by contacting Halton Region

To request additional or replacement materials, please access Halton Region by dialing 311 or 905-825-6000.

The Recycling Tools

Residents

Each resident will receive the following tools:



Blue Bag for recycling



Blue Bin Guide for Apartment Residents

Superintendents

Each superintendent will receive the following tools at the program's start:



Blue Bin for recycling
(360 litres)
(new or replacement)
approximately 1 per 7 units



Information Package:

- this booklet
- Blue Bin stickers
- Blue Bin posters
- Garbage Chute posters (if required)

Recycling Area

Depending on the design of your building, Recycling Areas may be located on each floor, in a centralized room, or outside. To encourage participation in waste diversion programs, Blue Bins should be as "easy" as garbage.

An ideal Recycling Area. The Blue Bin is clearly identified with stickers and signs, and can be easily accessed by residents.



Blue Bin

The Blue Bin is used to collect certain packaging items and paper for recycling. For a complete list of acceptable Blue Bin materials, see page 7.



Tools

- Blue Bins (shared between residents, number of bins depends on building size).
- Blue Bag (one per unit).

Storage

- Blue Bins will be set in a centralized, convenient location.
- Residents are to store their Blue Bag in a convenient location in their kitchen (under the sink or in a closet).
- Residents should empty the contents of their Blue Bag into the Blue Bin regularly.

Collection & Disposal

- Blue Bins must be accessible for collection by 7:00 a.m. on your building's collection day.
- Ensure there is no contamination in Blue Bins (please see page 7 for acceptable materials).
- Blue Bags are to be emptied by residents into the Blue Bins.

Garbage

After recycling, anything left over is garbage. Garbage is sent to the landfill. For a complete list of common Garbage materials, see page 7.

Recommendations

- Manage your building's garbage as you have in the past.
- This is an opportunity to communicate with residents about how the use of the Blue Bins will reduce the building's garbage.
- Communicate with residents about your building-specific garbage information, for example: how to properly dispose of pet waste such as kitty litter.

Maintenance

- Recycling can all go in the same Blue Bin, separating materials is not required.
- Wash Blue Bins with mild detergent regularly.
- Use a biodegradable enzyme spray to help keep bins clean.
- Bins can be professionally cleaned by an approved service provider. Contact for more information including fees.
 - VIP Bin Cleaning, 905-512-5893, www.vipbincleaning.ca
 - Binz 2B Cleaned, 905-827-7594, www.binz2bcleaned.com

Tips for Resident

Please refer to Blue Bin Guide for Apartment Residents booklet for information on program tips.



Tips

- Clean garbage rooms regularly.
- To avoid odours, encourage residents to rinse Styrofoam before placing them in the Garbage.
- Double bag diapers, sanitary products, and pet waste to reduce odours.

Other Ways to Reduce Your Building's Garbage

Additional waste diversion programs may be started by the Superintendent with permission from the Owner. It is the responsibility of the Superintendent to maintain these additional programs and ensure materials are being processed correctly.

Battery Recycling

Raw Materials Company (RMC) can provide your building with a small fibre drum (18" diameter x 24" height) to collect used rechargeable and single cell batteries, including alkaline, carbon zinc (9-volt, D, C AA, AAA), mercuric-oxide (button, some cylindrical and rectangular), silver oxide and zinc air (button), and lithium (9-volt, C, AA, coin and button). Cell phones are also accepted. Depending on the size of your building, monthly collection can be scheduled. Contact Andrew Paupst at 905-658-8234 or apaupst@rawmaterials.com to register and for more information.



Cell Phone, Ink & Toner Cartridge Recycling

Think Recycle can provide your building with a bin to collect old cell phones, and ink and toner cartridges. When the bin is filled, it goes in the mail (postage pre-paid) and the materials are recycled or refurbished. Monies generated from the recycling goes to local charities. Visit www.thinkrecycle.com for more information.



Electronics Recycling

Recycle Your Electronics is Ontario's e-waste diversion program, operated by Ontario Electronic Stewardship (OES). Through OES, you can arrange for a one-day special drop off day for tenants in the building's parking lot. Visit www.recycleyourelectronics.ca for more information.



Clothing Reuse

A number of community organizations are interested in providing opportunities to divert reusable clothing to apartment buildings. Some can provide a bin to be kept in the building's laundry room, while others are willing to host one-day special drop off days for tenants in the building's parking lot.

- **Canadian Diabetes Association** (Clothesline Program), 1-800-505-5525, Operations Manager
- **Clothing for Charity**, 905-639-9980, Operations Manager



Reuse Exchange

Twice a year (spring and fall), host a building-wide reuse exchange or garage sale. This can take place in the building's common room.

Used Liquor and Beer Containers

Most residents will bring their empty eligible wine, beer, liquor, alcohol and spirit bottles and containers to The Beer Store and claim a full refund of their deposit. If desired, start a collection program for these containers, with all proceeds going towards a building social committee or other activity.



Special Waste Collection

Bulk Waste

Apartment buildings that currently receive garbage collection through Halton Region are eligible for Bulk Waste collection. Common bulk waste items include furniture.



A large bin is left in the building's parking lot for a few days for apartment residents to use. Materials are then collected and disposed of.

To arrange for this service, superintendants may call Advantage Waste Systems at 1-877-910-2929 or visit www.advantagewastesystems.com for more information. Some limitations apply.

Metal & Appliances

Metal and appliances are not accepted for Garbage or Bulk Waste collection. Halton Region currently does not provide metal and appliance collection to apartment buildings. However, private collection of this material can be arranged.



Advantage Waste Systems provides metal and appliance collection free of charge to apartments. Superintendants may call 1-877-910-2929 or visit www.advantagewastesystems.com for more information.

Typically, an apartment building will arrange for metal and appliance collection once per year. A bin left in the building's parking lot for a few days for apartment residents to use. Materials are then collected and recycled.

Metal and appliance waste includes items such as:

- Air conditioners
- Barbeques (no propane tanks)
- Bicycles (no tires)
- De-humidifiers (drained)
- Dishwashers (drained, door removed)
- Dryers
- Metal bath tubs
- Metal furniture
- Metal shower enclosures
- Metal sinks
- Microwaves
- Refrigerators (doors removed)
- Stoves
- Washers (drained)

Electronic Waste

Electronics contain recyclable materials such as steel, glass, copper, aluminum, plastic and lead, and are not accepted for Garbage or Bulk Waste collection. Halton Region currently does not provide electronic waste collection to apartment buildings. However, private collection of this material can be arranged.



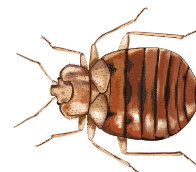
Advantage Waste Systems provides electronic waste collection free of charge to apartments. Superintendants may call 1-877-910-2929 or visit www.advantagewastesystems.com for more information.

An apartment may have a permanent electronic waste bin that is collected frequently, or can arrange for an electronic waste collection once per year. Materials are collected, shipped and processed through an Ontario Electronics Stewardship partner, ensuring environmentally friendly recycling. To find another service provider, visit www.recycleyourelectronics.ca.

Electronic waste includes items such as:

- Cameras
- Computers (desktop, laptop, monitors, CPUs)
- Printers
- Projectors
- Radios
- Receivers
- Scanners
- Speakers
- Telephones
- Televisions
- Tuners
- VCR players, DVD players

Bed Bug-Infested Belongings



When disposal is necessary, provide plastic to wrap bulk items and encourage residents to double-bag smaller items prior to their removal from infested units. Prevent re-use of infested items by damaging or marking "BED BUGS" on them. Visit www.bedbugsinfo.ca or dial 311 to contact the Halton Region Health Department.

Put Waste In Its Place

Blue Bin



Clear plastic "clam shell" containers



Black & clear plastic take-out containers



Cardboard cans



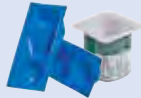
Plastic plant pots & trays



Empty metal paint cans
Lids removed



Plastic plates, cups & coffee cup lids
No cutlery



Single-serve plastic food containers
No film or foil



Plastic bottles, tubs & lids
Beverage, soap, cleaning bottles, caps go in garbage; cottage cheese, cream cheese, dips, margarine, yogurt tubs & lids; maximum size 4 litre (1 gallon)



Glass bottles & jars
Clear or coloured, food & beverage glass containers



Boxboard
Cereal, detergent, tissue boxes, etc.; flatten; liners go in garbage



Corrugated cardboard
Tie in bundles no larger than 90 cm x 90cm x 30cm (3 ft x 3 ft x 1 ft)



Magazines & Books
Hard & soft covered books



Newspapers & flyers



Aluminum foil
Aluminum foil, aluminum pie plates & baking trays



Fine paper
Computer paper, writing paper, envelopes (including plastic windows), paper bags



Boxed beverage containers
Tetra Paks®, juice & soup boxes, gable top containers such as milk & juice cartons



Metal food & beverage containers

Remember: no plastic bags, plastic film or Styrofoam.



Garbage



Food



Coffee grounds & filters, teabags



Paper cups, paper plates, paper take-out containers & bowls



Styrofoam



Plastic caps



String, twine



Juice pouches



Straws



Plastic cutlery & stir sticks



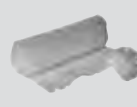
Houseplants



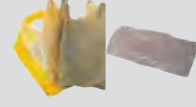
Pencil shavings



Nuts & nutshells



Plastic wrap and bubble wrap



Plastic bags, baggies, & liner bags (cereal bags)



Cigarette butts & ashes (cold)



Paper napkins, paper towels, facial tissues, paper towel rolls & toilet paper rolls



Hair, pet hair, feathers, nail clippings & dryer lint



Gum packages and blister packs



Hangers (metal, plastic or wood)



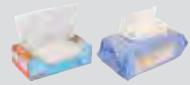
Popsicle sticks, toothpicks, wood chips



Diapers, sanitary products, floss, make-up sponges, cotton swabs, cotton balls & pads



Light bulbs (not CFLs), ceramics, drinking glasses, window glass (wrap in newspaper)



Disposable mop sheets, sanitizing wipes and dryer sheets



I Recycle



Stay Connected

Want to stay informed about Halton Region's waste management programs? Follow us on Twitter @haltonrecycles. Read our blog at www.haltonrecycles.ca.

HaltonRecycles



YouTube



Access Halton
Dial 311  www.halton.ca

