

Additional Information on Options 1, 2 & 3

Materials

Administration will recommend that the materials in mandatory recycling and organics match the residential recycling and (future) residential organics programs. These program include:

- Recycling: Paper and paper packaging; plastic containers #1-7; household metal and glass
- Organics: Food waste (including meat, bones, and dairy), yard waste, soiled paper

This does not prevent businesses and organizations from diverting additional materials if they choose.

Implementation Timeline

Administration will recommend that the implementation timeline includes adequate time for program development and a phase-in period of at least one year focused on education and assistance with early compliance before enforcement. Administration will also recommend that recycling be implemented first, with at least one year until organics is implemented.

If City Council approves one of the mandatory options in early 2020, the earliest possible implementation timeline could look like the following:

	Recycling	Organics
Q1 2020 – Q2 2021	Program Development	Program Development
Q3 2021 – Q2 2022	Phase-in (Education and Assistance with Early Compliance)	
Q3 2022 – Q2 2023	Enforcement Begins	Phase-in (Education and Assistance with Early Compliance)
Q3 2023 – Q2 2024	Ongoing Operation	Enforcement Begins
Q3 2024+		Ongoing Operation

Program Cost for Businesses and Organizations

The costs for waste management and diversion will vary for businesses and organizations based on the types and amounts of waste they generate.

All of the mandatory recycling and organics options have been designed to give businesses and organizations the ability to control costs, including:

- No requirement to have organics diversion in place if a business or organization does not generate food or yard waste as part of their operations.

- Choice of a private sector solution, opt-in City services, or ability to self-manage waste (dropping off at a depot or on-site composting); the City will not mandate use of City services or the use of a limited number of City-approved waste hauler.
- Education and support provided by the City to help streamline meeting requirements, reduce staff time and provide options to reduce cost.

Based on the option selected, the City will study the opt-in waste services that may further offset costs to businesses and organizations, such as permitting the use of residential recycling depots.

Education and Support

Administration will recommend the development of a comprehensive education and support program for options. The education and support provided will be tailored to the specific option and aim at reducing the administrative burden of reaching compliance.

Depending on the option selected, the education and support would include:

- A “How-To-Guide” or in-person assistance on specific requirements including acceptable forms of proof or plan descriptions, how to trouble shoot issues such as limited space, and tips for reducing costs
- An online directory of all local options available, such as waste haulers, waste self-haul/depot locations, and retailers that sell containers
- A 1-page Waste Diversion Plan template to assist property owners and occupants in developing and documenting their plan
- Downloadable templates to help meet the labeling requirements
- Resources to assist with annual education, such as sample e-mails and draft tool-box meeting scripts
- A recognition program to acknowledge and celebrate the waste diversion successes achieved by businesses and organizations