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# The Regional Municipality of Durham Report

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To: Works Committee  
From: Acting Commissioner of Works  
Report: #2024-WR-1  
Date: March 6, 2024

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**Subject:**

New Waste Management Services By-law

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**Recommendation:**

That the Works Committee recommends to Regional Council:

- A) That By-law #46-2011, as amended, a By-law to regulate the provision of Waste Management Services under the jurisdiction of the Regional Municipality of Durham, be repealed and replaced with a revised Waste Management Services By-law generally in the form included as Attachment #1 to this report, as modified and approved by the Regional Solicitor; and
  - B) That staff be directed to submit a short form wording and set fines application, in a form satisfactory to the Regional Solicitor, to the Provincial Regional Senior Justice for approval, and such court order be attached to the by-law once received for reference.
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**Report:**

**1. Purpose**

- 1.1 This report summarizes the substantive revisions proposed to By-law #46-2011, which currently regulates the provision of waste management services under the jurisdiction of the Regional Municipality of Durham (Region).

**2. Background**

- 2.1 By-law #46-2011 was developed in 2011 to address the curbside set-out requirements and waste diversion obligations for residents and to give the Region

authority to enforce compliance with waste disposal requirements. By-law #46-2011 was amended once in 2013.

- 2.2 In 2024, there will be two significant changes to Waste Management Services programs: the launch of an Enhanced Green Bin program for source-separated organics and the transition of responsibility for the Blue Box Program to producers of the products and packaging recycled in the program.
- 2.3 Another significant change to the Waste Management Services program will occur in 2025/2026 when the Region launches the source-separated organics program for multi-residential buildings receiving municipal garbage collection services.

### **3. Previous Reports and Decisions**

- 3.1 Regional Council approved Report #2023-WR-3, Organics Management Plan – Next Steps, for the launch of an Enhanced Green Bin program in 2024 and directed staff to make the necessary updates to By-law #46-2011 to reflect the new program.
- 3.2 Regional Council approved Report #2023-WR-9, Organics Management Plan – Multi-Residential Enhanced Green Bin Program for the implementation of a source-separated organics program for multi-residential buildings already receiving waste collection services from the Region, to be phased in over several years beginning in 2025 and to make the necessary updates to By-law #46-2011 to reflect the new program.
- 3.3 Regional Council endorsed Report #2020-COW-15, Council Resolution - Blue Box Transition Date, on the Region's transition to the Extended Producer Responsibility program.

### **4. Summary of Substantive Changes from By-law #46-2011**

- 4.1 Definitions in the by-law have been updated to reflect updated terms in the Extended Producer Responsibility regulations for tires, electrical and electronic materials, lighting, batteries, household special waste and Blue Box materials. The wording throughout the by-law has been simplified and streamlined.
- 4.2 References to the Region providing the Blue Box Program curbside and in multi-residential buildings have been removed throughout the by-law. On July 1, 2024, the Region will no longer be operationally or financially responsible for the Blue Box Program. The proposed new by-law provides the legal definition of Blue Box

material and prohibits Blue Box material from being placed in the garbage for curbside collection. The producers will determine all other parameters for setting out and collecting Blue Box material after July 1, 2024.

- 4.3 The list of acceptable items for the Green Bin has been expanded to reflect the launch of the Enhanced Green Bin program on July 1, 2024. Residents will be able to place pet waste and pet litter, diapers, incontinence and sanitary products in the Green Bin.
- 4.4 Clauses have been revised throughout the by-law to indicate that a source-separated organics program is available for multi-residential buildings receiving garbage collection services from the Region. The proposed new by-law is provided as Attachment #1.
- 4.5 Schedule P in By-law #46-2011 outlines the waste sorting and collection vehicle access requirements for servicing multi-residential buildings and new residential developments. Schedule P is a stand-alone document in the new by-law titled “Technical and Risk Management Guidelines for Municipal Waste Collection Services on Private Property and for New Residential Developments in Durham Region” (Attachment #2). This document is incorporated by reference in the by-law and can be revised as staff continue to develop more options for servicing multi-residential buildings and the more compact new developments associated with densification.
- 4.6 The proposed short-form wording and set fines for violations of the by-law will be updated to reflect the changes. Regional staff will submit an application in a form satisfactory to the Regional Solicitor, to the Provincial Regional Senior Justice. Once approved, the set fines and short form wordings will be attached to the by-law for ease of reference.

## **5. Relationship to Strategic Plan**

- 5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
  - a. Goal 1.2 Increase waste diversion and resource recovery.
  - b. Goal 1.3 Protect, preserve and restore the natural environment, including green spaces, waterways, parks, trails and farmlands.

**6. Conclusion**

- 6.1 By-law #46-2011 was last updated in 2013 and does not reflect current regulations and upcoming Waste Management Services program changes.
- 6.2 Repealing and replacing By-law #46-2011 with a new Waste Management Services by-law allows the Regional Municipality of Durham to modernize the by-law language and make the changes necessary to reflect regulatory and program changes.
- 6.3 This report has been reviewed by the Finance Department, Legislative Services – Corporate Services and Legal Services – Office of the CAO.
- 6.4 For additional information, contact: Andrew Evans, Director, Waste Management Services, at 905-668-7711, extension 4102.

**7. Attachments**

Attachment #1: Proposed New Waste Management Services By-law

Attachment #2: Technical and Risk Management Guidelines for Municipal Waste Collection on Private Property and for New Residential Developments in Durham Region

Respectfully submitted,

**Original signed by:**

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Ramesh Jagannathan, MBA, M.Eng., P.Eng., PTOE  
Acting Commissioner of Works

Recommended for Presentation to Committee

**Original signed by:**

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Elaine C. Baxter-Trahair  
Chief Administrative Officer

**By-law Number XX-2024**

**of The Regional Municipality of Durham**

Being a by-law to consolidate, repeal and replace the by-laws that regulate the provision of Waste Management Services under the jurisdiction of The Regional Municipality of Durham.

Whereas Council may pass by-laws respecting waste management in The Regional Municipality of Durham (the “Region” or “Regional” as the circumstances require);

And Whereas on June 1, 2002 Council enacted By-law 33-2002 assuming all waste management powers of the Area Municipalities within the Region;

And Whereas on June 19, 2002 council further enacted By-law 34-2002 exempting the Area Municipalities of the City of Pickering (“Pickering”), the Town of Ajax (“Ajax”), the Town of Whitby (“Whitby”) and the City of Oshawa (“Oshawa”) from the assumption of the waste management powers set out in By-law 33-2002;

And Whereas on March 24, 2004 Council enacted By-law 23-2004, effective January 1, 2004, to transfer lower tier waste management powers from Pickering to the Region;

And Whereas on November 30, 2005, Council enacted By-law 53-2005, effective January 30, 2006, to transfer lower tier waste management powers from Ajax to the Region;

And Whereas on June 3, 2021 the Province of Ontario enacted the Blue Box Regulation (O. Reg. 391/21) transferring operational and financial responsibility for the Durham Region Blue Box to producers of the material on July 1, 2024;

And Whereas the City of Oshawa and the Town of Whitby retain their respective lower tier waste management powers;

And Whereas the City of Oshawa and the Town of Whitby have partnered with the Region to provide standardized waste collection services Region-wide;

And Whereas the Region may impose fees or charges for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control.

Now therefore, the Council of The Regional Municipality of Durham hereby enacts as follows:

**1. Interpretation**

**Definitions**

1.1 In this By-law:

- (a) “agricultural waste” means waste, other than sewage, resulting from farm operations, including animal husbandry and where a farm operation is carried on in respect of food packing, food preserving, animal slaughtering or meat packing, and includes the waste from such operations;

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- (b) “area municipality” means a local municipality within the Region, as defined in the Municipal Act, 2001;
- (c) “ash” means the solid residue of any household fuel after such fuel has been consumed by fire;
- (d) “biomedical waste” means human anatomical waste, animal anatomical waste, non-anatomical waste, other waste and cytotoxic waste that is generated by:
  - (i) Human health care and residential facilities;
  - (ii) Animal health care facilities;
  - (iii) Medical research and medical teaching establishments;
  - (iv) Veterinary research and veterinary teaching establishments;
  - (v) And includes, but is not limited to, tissues, organs, body parts, blood and blood products, body fluids, human or animal cultures, stocks or specimens, live or attenuated viruses, cell lines, sharps and broken glass.
- (e) “Blue Box materials” means any waste or material designated as such under the Blue Box Regulation (O. Reg. 391/21) to be collected by producers of the material separately from other waste and includes, but is not limited to, the items referred to in Schedule G of this By-law.
- (f) “Blue Box receptacle” has the same meaning as found in the Blue Box Regulation (O. Reg. 391/21);
- (g) “bulky item” means items that do not fit in an acceptable garbage receptacle including, but not limited to, a household item as described in Schedule A of this By-law;
- (h) “Christmas trees” means, for the purpose of this By-law, any natural evergreen trees used for the purpose of celebrating Christmas, excluding any decorations, tinsel, wire or plastic bags.
- (i) “collection point” means the part of an eligible property that has been designated by the Region for the set out and municipal collection of bulky items, garbage, household organics, recyclable materials, metal goods/appliances and yard waste or any other collectible waste;
- (j) “commercial property” means those properties zoned as commercial;
- (k) “Commissioner” means the Commissioner of Works for the Region or designate;
- (l) “compostable liner bag” means
  - (i) A liner bag that meets or exceeds the requirements of the ASTM D-6400 or ASTM 6868 standard, and that are certified by Canada’s Bureau de Normalisation du Quebec Standard for Compostable Plastic Bags P9011-911-5, and/or by the Biodegradable Products Institute of the USA, and that is used for placement of household organics in a Green Bin;
  - (ii) A kraft paper bag used to line a Green Bin;
  - (iii) Another liner bag as may be deemed acceptable by the Region;

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- (m) “composter” means a retail or home-made unit of reasonable appearance and in reasonable condition designed to enhance the decomposition of organic materials into a compost soil, humus, or soil supplement;
- (n) “compost heap” means a designated area of a property intended for the collection of organic materials suitable for the decomposition of the organic materials into a compost soil, humus or soil supplement for which the dimensions and appearance of said area are deemed by the Region to be reasonable for the size of the property and for easy maintenance;
- (o) “contractor” means any individual, firm, company or corporation and the employees or agents of any such individual, firm, company or corporation with whom the Region has entered into a contract or agreement for the collection, processing, handling, haulage, marketing, auditing or disposal of waste;
- (p) “Council” means the Council of the Regional Municipality of Durham;
- (q) “curbside collection” means the municipal collection of waste in proper receptacles from approved collection points, either abutting a property and as close as possible to the edge of the roadway without obstructing the roadway, or adjacent sidewalk(s) or pathway(s) and not extending beyond the frontage of the property.
- (r) “designated business area” means the downtown business areas as designated by the Region;
- (s) “Diaper/Medical Condition Collection Program” means a collection program for residents eligible for special consideration as referred to in Schedule D to this By-law;
- (t) “Electrical and Electronic Equipment or EEE” means waste defined under Ontario Regulation 522/20 and as described in Schedule J of this By-law;
- (u) “eligible property” means one of the following:
  - (i) Any single-family residential dwelling, including single detached dwelling, semi-detached dwelling, duplex dwelling, approved legalized converted dwelling, freehold or condominium frontage townhouse, or any multi-dwelling building deemed eligible by the Region based on the successful application of and the specifications outlined in Durham Region’s Technical and Risk Management Guidelines for Waste Collection Services; and/or
  - (ii) Any other property not listed in (i) and deemed by the Region to be conforming to the provisions of residential collection or deemed part of a designated business area;
- (v) “facility” means a property owned or controlled by the Region for the management, transfer, processing or disposal of waste, or any combination of the foregoing, including:
  - (i) Brock Waste Management Facility located at C22480 Brock Side Road 17, Cannington;
  - (ii) Clarington Household Special Waste Depot located at 1998 Bowmanville Avenue, Bowmanville;
  - (iii) Durham York Energy Centre (DYEC) located at 1835 Energy Drive, Courtice;

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- (iv) Material Recovery Facility (MRF) located at 4590 Garrard Road North, Whitby;
- (v) Oshawa Waste Management Facility located at 1640 Ritson Road North, Oshawa;
- (vi) Scugog Waste Management Facility located at 1623 Reach Street, Port Perry;
- (vii) Waste Management Centre located at 4600 Garrard Road North, Whitby; and/or
- (viii) Any other facility used for the management, transfer, processing or disposal of waste;
  
- (w) “fee” means any monies payable as determined by the Region for garbage bag tags, waste receptacles, the disposition of any waste at any facility, or for any other products or services as approved by Regional Council;
- (x) “front-end collection” means the bulk collection of waste by means of a front-end collection vehicle;
- (y) “garbage” means solid, non-hazardous waste other than Blue Box materials, household organics, Hazardous and Special Products, metal goods/appliance, bulky items, yard waste, Electrical and Electronic Equipment, porcelain bathroom fixtures and unacceptable waste;
- (z) “garbage bag limit” means four (4) garbage bags or equivalent units of garbage, being the maximum allowable number that may be set out without being tagged, as determined by the Region from time to time as required;
- (aa) “garbage bag tag” means a label approved by the Region for the purpose of identifying any garbage receptacles for collection above the garbage bag limit;
- (bb) “garbage receptacle” means:
  - (i) A front-end loading container, roll-off container, lugger bin, compacter unit, rear packer bin, side loading bin and any other containers designated by the Region as approved containers for the collection of garbage at multi-residential properties;
  - (ii) A rigid container having:
    - (a) A lid which is readily separable from the container, which when covered is watertight;
    - (b) Handles that are attached or molded to the exterior of the container to facilitate lifting and emptying;
    - (c) A capacity less than 125 litres (27 imperial gallons);
    - (d) An external width (diameter) no greater than 60 centimetres (24 inches);
    - (e) Capable of supporting a weight of 20 kilograms (44 pounds);
  - (iii) A plastic bag:
    - (a) With a width no greater than 66 centimetres (26 inches);



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- (b) With a height no greater than 90 centimetres (36 inches);
  - (c) That is securely closed or tied when filled; and
  - (d) Durable to support a weight of 20 kilograms (44 pounds) when lifted without tearing.
- (iv) And does not include a Blue Box receptacle, a yard waste receptacle or a Green Bin;
- (cc) “Green Bin” means a container for household organics collection for the purpose of the Region-wide organics program, supplied by the Region or any other container determined by the Region as acceptable for setting out household organics materials and described as follows:
- (i) A plastic, lidded bin, with or without wheels, which is compatible with the Region’s requirements for the provision of household organics collection; and
  - (ii) Having a capacity ranging between 46 to 50 litres (10 imperial gallons).
- (dd) “Hazardous and Special Products” means waste defined under Ontario Regulation 449/21 and any other items referred to as Hazardous and Special Products in Schedule B of this By-law;
- (ee) “home health care waste” means the items referred to in Schedule C used for personal home health care;
- (ff) “household organics” means kitchen food waste and any other organic material collected separately for the purpose of organics processing as determined by the Region and identified in Schedule E of this By-law;
- (gg) “illegal dumping” means the disposal of waste on private property or public property by a person or persons who is neither an owner nor an occupant of the said property and done so without the express permission of the owner of the said property subject to compliance with local by-laws and statutes;
- (hh) “industrial property” means those properties zoned as industrial;
- (ii) “industrial, commercial or institutional waste” means waste originated from any industrial, commercial or institutional property, including but not limited to:
- (i) An enterprise or activity involving warehousing, storage or industrial, manufacturing, or commercial processes or operations;
  - (ii) Research or experimental enterprise or activity;
  - (iii) An enterprise or activity where goods or services are kept or offered for sale;
  - (iv) Hotels and motels;
  - (v) Clinics that provide medical, dental or veterinary diagnosis or treatment;
  - (vi) Laboratories or hospitals;
  - (vii) Construction or demolition projects, or large home renovations;
  - (viii) Any other property type that is not residential

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- (jj) “Institutional property” includes, but is not limited to, a building that is a seniors’ home, place of worship, day care, community shelter, school, or community college and university student residence, Regional or area municipality property and any other facilities as designated by the Region;
- (kk) “kraft paper bag” means a compostable paper bag designed and manufactured specifically for the handling of household organics and/or yard waste;
- (ll) “landfill site” means one of seven closed landfills managed by the Region but does not include the Waste Management Facility that may be present at the landfill site entrance;
- (mm) “liquid waste” means waste which is not solid and which exhibits evidence of free water, or other liquids, whether or not contained;
- (nn) “metal goods/appliances” include, but are not limited to the items listed in Schedule H of this By-law, but do not include these materials when discarded as a result of renovations to a multi-residential property;
- (oo) “multi-residential property” means a high-rise or mid-rise apartment building, condominium property, townhouse property, co-op property or other similar residential property containing six (6) or more self-contained residential dwelling units;
- (pp) “occupant” means an occupier as defined in the Occupiers’ Liability Act R.S.O. 1990, c. 0.2 or successor legislation;
- (qq) “officer” means a person appointed or hired by the Region as a municipal law enforcement officer and/or a Provincial Offences Officer and/or a Police Officer;
- (rr) “on-site waste collection” means the collection of waste from containers and/or waste storage areas located on private property or public property;
- (ss) “owner” means a person, corporation, partnership or any other legal entity that is the registered owner of a property, land or premise;
- (tt) “pathological waste” means pathological waste as defined in R.R.O. 1990, Regulation 347, passed pursuant to the Environmental Protection Act;
- (uu) “person” means any individual, corporation, partnership or trust and, in the case of a corporation, any direct employee, or agent acting on behalf of the corporation;
- (vv) “pet waste” means feces from any household pet including, but not limited to, dogs, cats and birds and also includes all material that has come into direct contact with the feces and all material contaminated with the feces such as bedding, cage lining and kitty litter;
- (ww) “porcelain bathroom fixtures” means the items included in Schedule K of this By-law and any other waste material designated as porcelain bathroom fixtures by the Region;
- (xx) “private property” means any land or building that is registered to a person on title in the Land Registry Office or Land Titles Division, as the case may be, that is not an area municipality in the Region, a Conservation Authority, the Region or the Crown in Right of Ontario, the Crown in Right of Canada or any emanations thereof unless it is leased to a person or corporation not listed above;

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- (yy) “public property” means any land or building that is owned by an area municipality, a Local Board as defined in the Municipal Act, 2011, the Region, a Conservation Authority, or the Crown in Right of Ontario, the Crown in Right of Canada or any emanations thereof;
- (zz) “receptacle” means a garbage receptacle, Blue Box receptacle, yard waste receptacle, Green Bin or organics cart approved by the Region or other entity responsible for collection of material from the receptacle;
- (aaa) “Region” means, for the purposes of this By-law, the Regional Municipality of Durham;
- (bbb) “residential dwelling unit” means a place of residence designed or intended for habitation by one (1) or more persons for the exclusive use of the person or persons who reside therein that is:
  - (i) A single-detached single-family residence;
  - (ii) A semi-detached single-family residence;
  - (iii) A unit in a duplex, triplex, four-plex, five-plex or six-plex; or
  - (iv) A unit in a residential apartment building, a residential condominium property, a residential townhouse development, a residential co-op property, or other similar residential property which is considered an eligible property under this By-law, and;
  - (v) Excluding a hotel, motel, restaurant or units in a multi-residential property;
- (ccc) “residential waste” means waste that is discarded for collection that originates from a residential dwelling unit or unit in a multi-residential property serviced with municipal waste collection and includes any waste described in this By-law;
- (ddd) “rural property” means a property located in a rural zoning district, or in a general low density development with long, private driveways that the Region approves to use a roadside waste storage box;
- (eee) “roadside waste storage box” means an enclosure used by an owner/occupant of a rural property for the temporary storage of waste which is set out for collection;
- (fff) “scavenge” means the uncontrolled or unauthorized removal of reusable material from waste at any location or facility;
- (ggg) “scheduled collection day” means a day of residential waste collection for a particular geographic area within the Region as determined by the Region, subject to the approval of Council;
- (hhh) “set out” means to place, cause or permit to be placed, waste at any location on private property or public property for the purpose of municipal waste collection;
- (iii) “tagged” means having attached an approved garbage bag tag to a garbage receptacle or, in the case of on-site collection, having paid the collection fee, if applicable, for the collection of garbage receptacles in excess of the garbage bag limit;
- (jjj) “Technical and Risk Management Guidelines for Municipal Waste Collection Services on Private Property and for New Residential Developments in Durham Region” is the document maintained by the

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Region that outlines the minimum design criteria for multi-residential developments and new developments to receive Region provided waste collection services (referred to as Technical Guidelines for Waste Collection Services);

- (kkk) “tires” means material designated under the Tires Regulation (O. Reg. 225/18) as amended from time to time;
- (lll) “unacceptable waste” means waste items set out for collection as referred to in Schedule F of this By-law or other waste not conforming to one or more of the elements of the definition of municipal waste described in Ontario Regulation 347 R.R.O. 1990 or other applicable law or regulation as amended, extended and/or reenacted from time to time;
- (mmm) “unacceptable set out tag” means a written notice, tag or sticker supplied and left by the Region advising the owner/occupant that waste materials have been set out in violation of the requirements described in this By-law;
- (nnn) “waste” includes acceptable and unacceptable material which is discarded from any source, including but not limited to, litter and waste set out for collection including garbage, Blue Box materials, household organic waste, yard waste, bulky items, metal goods/appliances, Electrical and Electronic Equipment and porcelain bathroom fixtures as described within this By-law;
- (ooo) “Waste Management Facility” means a property owned or controlled by the Region that is open to the public for waste drop off, including:
  - (i) Brock Waste Management Facility located at C22480 Brock Sideroad 17, Cannington;
  - (ii) Clarington Household Special Waste Depot located at 1998 Bowmanville Avenue, Bowmanville;
  - (iii) Oshawa Waste Management Facility located at 1640 Ritson Road North, Oshawa;
  - (iv) Scugog Waste Management Facility located at 1623 Reach Street, Port Perry;
  - (v) Any other facility designated by the Region as open to the public for waste drop off;
- (ppp) “yard waste” means the items included in Schedule I of this By-law and any other waste material designated as yard waste by the Region;
- (qqq) “yard waste receptacle” means:
  - (i) An open rigid container having:
    - (a) Handles that are attached or molded to the exterior of the container;
    - (b) A capacity less than 125 litres (27 imperial gallons);
    - (c) Capable of supporting a weight of 20 kilograms (44 pounds);
    - (d) An affixed label that clearly identifies the contents as “YARDWASTE”; and

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- (e) If tapered, does not have a smaller circumference at the top than at the bottom; OR
- (ii) A kraft paper bag specifically designed for yard waste:
  - (a) With a width no greater than 66 centimetres (26 inches);
  - (b) With a height no greater than 90 centimetres (35 inches);
  - (c) Has the capability to be securely closed or tied when filled; and
  - (d) Durable to support a weight of 20 kilograms (44 pounds) when lifted without tearing; or
- (iii) A bushel basket capable of supporting 20 kilograms (44) pounds) when lifted; or
- (iv) A bundle of tree and shrub limbs, tied with string or rope (non-plastic), only if such limbs are no more than 100 millimetres (4 inches) in diameter, no longer than 1 metre (3 feet) in length and are securely tied into compact bundles or parcels no more than 20 kilograms (44 pounds) in weight; or
- (v) Such other reusable containers, in good working order or determined by the Region as acceptable for setting out yard waste.

- 1.2 The provisions of this By-law shall apply to all lands and structures within the boundaries of the Region.
- 1.3 The necessary grammatical changes required to make the provisions of this By-law applicable to corporations, partnerships, trusts, and persons, and to include the singular or plural meaning where the context so requires, shall in all cases be assumed as though fully expressed.
- 1.4 The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.
- 1.5 The insertion of headings and the division of this chapter into sections and subsections are for convenience of reference only and shall not affect the interpretation thereof.
- 1.6 Any references in this By-law to any statutes, regulations or by-laws shall be deemed to be a reference to such statutes, regulations or by-laws, as amended, restated or replaced from time to time.
- 2. Administration**
- 2.1 The Commissioner of Works shall be responsible for the administration of this By-law.
- 2.2 All Officers are authorized to enforce this By-law.
- 2.3 The Commissioner of Works is authorized to delegate the responsibility for the administration of this By-law as deemed appropriate by the Commissioner in accordance with the policies and by-laws of the Region.
- 2.4 All Schedules attached to this By-law and the Technical Guidelines for Waste Collection Services form part of this By-law.
- 2.5 The Region may retain a contractor(s) to fulfil the Region’s responsibilities under this By-law.

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- 2.6 If, due to a breakdown of equipment, strike, inclement weather, or any other cause, waste collection is not provided to a property, the Region shall not be liable to any person for any damages, costs or expenses due to the failure of such waste collection to take place.
- 2.7 If the Region changes a waste collection day, the Region shall make reasonable efforts to advise all affected persons by notice posted online on the Region's webpage, via the Region's Waste App or direct notice to affected residential dwelling units or by such other method approved by the Region, but in no event shall the Region be liable to any person for the failure to give such notice or the failure of any person to receive such notice.

### Authority of the Commissioner of Works

- 2.8 In accordance with the policies and by-laws of the Region, the Commissioner of Works shall have the authority to:
- (a) Operate and administer the Region's waste services in accordance with the provisions of this By-law.
  - (b) Appoint Officers for the purpose of the enforcement of this By-law.
  - (c) Determine the frequency and scheduling of waste collection services, in accordance with the provisions of this By-law.
  - (d) Designate waste collection points.
  - (e) Discontinue or refuse waste collection services to any owner/occupant whose property does not meet the requirements of this By-law including the Technical Guidelines for Waste Collection Services or other collection standards as developed by the Region and/or is deemed unsafe for entry or egress by the Region or the contractor for any reason, including but not limited to, the physical layout, loading facilities or the methods of handling waste on the property.
  - (f) Discontinue or refuse waste collection services to any owner/occupant who, in the reasonable opinion of the Commissioner of Works is in violation of this By-law.
  - (g) Suspend waste collection services in all or part of the Region, in the event of inclement weather or other condition that in the reasonable opinion of the Commissioner of Works renders the provision of waste collection services unsafe or otherwise undeliverable.
  - (h) Establish site specific requirements for waste collection, as a condition of approving a property as eligible to receive Region waste collection services, with the work and expense of conforming to established site specific requirements, in accordance with the Technical Guidelines for Waste Collection Services being the sole responsibility of the owner of the site or property requesting the waste collection service from the Region.
  - (i) From time to time, and subject to the approval of Council, adjust the garbage bag limit and set and adjust fees or charges for the purchase of tags and declare exemption periods during which owner/occupants are permitted to set out garbage receptacles or garbage for on-site waste collection in excess of the limits described in this By-law.
  - (j) From time to time, and subject to the approval of Council, adjust the service levels for the services described in this By-law.

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- (k) From time to time, and subject to the approval of Council, designate wastes in addition to those already designated by law or extended producer responsibility programs.
- (l) Establish such other measures required and authorized for the proper administration of Durham Region Waste Management services.
- (m) Evaluate and certify the acceptability for disposal of any waste not specifically dealt with in this By-law, but consistent with this By-law, upon receiving a written request by any person proposing to deposit waste at a facility.
- (n) Specify an acceptable time schedule and pre-disposal conditions for the delivery of waste which might otherwise cause undue operational difficulties at a facility.
- (o) Refuse entry to all vehicles which exceed their licensed weight capacity at a facility.

### 3. Collection Service

3.1 Waste collection service shall not be provided on the following days or on any other day specified by the Region:

- (a) New Year's Day
- (b) Family Day
- (c) Good Friday
- (d) Victoria Day
- (e) Canada Day
- (f) Civic Holiday
- (g) Labour Day
- (h) Thanksgiving Day
- (i) Christmas Day

3.2 The Region shall collect waste on the scheduled collection day as described in Schedule M to this By-law.

### Garbage

3.3 No owner/occupant shall set out residential garbage which is not contained within a garbage receptacle as defined in this By-law.

3.4 No owner/occupant shall set out garbage contained in:

- (a) Paint cans;
- (b) Containers which are smaller at the top than at the bottom;
- (c) Containers having an attached lid which cannot be easily and completely removed to facilitate collection;
- (d) Cardboard boxes except boxes containing and clearly marked "Glass" that are securely closed;

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- (e) Semi-automated carts, save and except those in designated collection areas and approved by the Region;
  - (f) Containers of a type which have not been approved by the Region; or
  - (g) Any garbage receptacle from which waste cannot be conveniently collected having regard to such matters as safety of the operator.
- 3.5 Garbage that is packed in rigid garbage receptacles where a device has been used to tie down the lid will not be collected unless the device is removed prior to collection.
- 3.6 Garbage that is packed in rigid garbage receptacles may not be collected and may be tagged as being over the garbage bag limit.
- 3.7 No owner/occupant shall set out garbage receptacles weighing more than 20 kilograms (44 pounds).
- 3.8 No owner/occupant shall set out a garbage receptacle unless it contains only garbage.
- 3.9 No owner/occupant shall set out a garbage receptacle containing a broken or sharp item that poses a safety threat to any person handling the garbage receptacle. Such items shall be placed in a puncture resistant container clearly marked "Glass".
- 3.10 No owner/occupant shall set out a garbage receptacle containing Blue Box materials, household organics, Hazardous and Special Products, metal goods/appliances, bulky items, yard waste, Electrical and Electronic Equipment, porcelain bathroom fixtures or unacceptable waste as described in the Schedules of this By-law.
- 3.11 Owner/occupants receiving residential curbside collection who are required to use garbage bag tags pursuant to the garbage bag limit described in this By-law, shall purchase garbage bag tags from designated facilities or other authorized distributors of garbage bag tags, as determined by the Region. One garbage bag tag shall be affixed to each garbage receptacle set out for collection in excess of the garbage bag limit.
- 3.12 No person shall sell or offer to sell garbage bag tags without the express written permission of the Region authorizing such sale or offer to sell.

### **Blue Box**

- 3.13 No owner/occupant shall set out Blue Box receptacles not meeting the requirements established by the Producer Responsibility Organization responsible for collecting the material.
- 3.14 Blue Box materials shall not be placed in the garbage.

### **Household Organics**

- 3.15 No owner/occupant shall set out a Green Bin unless it contains only household organics.
- 3.16 No owner/occupant shall set out Green Bins weighing more than 20 kilograms (44 pounds).
- 3.17 Household organics must be contained in certified compostable bags prior to placement in the Green Bin. Loose materials are not accepted.
- 3.18 Household organics shall not be placed in the garbage.



**Yard Waste**

- 3.19 No owner/occupant shall set out a yard waste receptacle unless it contains only yard waste and such receptacles must be clearly labelled as containing yard waste only.
- 3.20 No owner/occupant shall set out yard waste which is not contained in a proper yard waste receptacle, save and except Christmas trees or bundled tree and/or shrub limbs as defined in this By-law.
- 3.21 No person shall set out yard waste material in a plastic bag.
- 3.22 No owner/occupant shall set out yard waste receptacles weighing more than 20 kilograms (44 pounds).
- 3.23 Yard waste shall not be placed in the garbage.

**4. Waste Set Out Requirements and Scavenging**

- 4.1 No owner/occupant shall set out waste except as permitted by this By-law.
- 4.2 No owner/occupant shall set out more garbage per eligible property per scheduled collection day than the garbage bag limit described in this By-law.
- 4.3 No owner/occupant shall set out residential waste prior to 7:00 p.m. on a day immediately preceding a scheduled collection day or later than 7:00 a.m. on a scheduled collection day.
- 4.4 Every owner/occupant shall ensure that all receptacles and all uncollected waste are removed from the collection point at which it was set out by no later than 8:00 p.m. on the scheduled collection day.
- 4.5 Notwithstanding subsection 4.1 and 4.2 of this By-law, an owner/occupant may set out garbage receptacles in excess of the garbage bag limit described in this By-law provided that all excess garbage receptacles have been tagged.
- 4.6 Garbage collected from a multi-residential or commercial property using on-site waste collection in excess of the garbage bag limit may be subject to a collection fee to be determined from time to time by the Council.
- 4.7 The Region shall not be required to collect garbage from a multi-residential or commercial property in excess of the garbage bag limit described in this By-law, where the fee referred to therein has not been paid in a manner as determined by the Region.
- 4.8 The owner/occupant of a rural property shall have the option to set out waste for municipal waste collection in a roadside waste storage box.
- 4.9 The owner/occupant of a rural property using an approved roadside waste storage box to set out waste for municipal waste collection shall be permitted to use only one (1) roadside waste storage box per eligible property.
- 4.10 The Region shall collect waste set out by owner/occupant of rural properties directly from roadside waste storage boxes subject to the access to waste receptacles contained within the roadside waste storage boxes not being locked, tied down or otherwise obstructed or inaccessible at the time of collection.
- 4.11 In the event of a dispute as to the proper placement of a roadside waste storage box, the appropriate location shall be determined by the Region in its sole discretion.

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- 4.12 No owner/occupant shall set out residential waste in receptacles that are broken or in a condition that pose a hazard to operators.
- 4.13 No owner/occupant shall set out waste in a manner that it may be blown from its container by the wind, strewn by animals, or otherwise spread about as to create litter.
- 4.14 No owner/occupant shall set out a Christmas tree that exceeds 3 metres (10 feet) in length or that is not free of all decorations or other materials, including wire and plastic wrap.
- 4.15 Notwithstanding subsection 4.11 of this By-law, an owner/occupant may set out Christmas trees that are greater than 3 metres (10 feet) in length only if the tree has been cut down into lengths that do not exceed 3 metres (10 feet) and all materials, including decorations, wire, plastic wrap have been removed.
- 4.16 No owner/occupant shall set out waste requiring a collection appointment as may be required in Schedule M to this By-law except where:
- (a) The owner/occupant has contacted the Region to schedule a collection appointment;
  - (b) The owner/occupant has received confirmation of a collection date;
  - (c) Metal goods/appliances have had all doors and contents removed;
  - (d) Porcelain bathroom fixtures that are toilets have the tank separated from the bowl in two-piece toilets; and
  - (e) The owner/occupant has securely packaged broken porcelain bathroom fixtures in a cardboard box clearly labeled as containing broken porcelain bathroom fixtures and not weighing more than 20 kilograms (44 pounds).
- 4.17 No owner/occupant shall set out home health care waste unless it is double bagged and placed inside a garbage receptacle.
- 4.18 Home health care waste shall only be collected from properties deemed as residential or multi-residential.
- 4.19 All owner/occupants receiving municipal waste collection shall separate all household organics, Blue Box materials, yard waste, bulky items, Electrical and Electronic Equipment, metal goods/appliances and porcelain bathroom fixtures from each other and from garbage.
- 4.20 Owner/occupants who, in the opinion of the Region, do not separate all household organics, Blue Box materials, yard waste, bulky items, Electrical and Electronic Equipment, metal goods/appliances and porcelain bathroom fixtures from each other and from garbage may be deemed ineligible to receive waste collection services.
- 4.21 Bulky items, Blue Box materials, household organics, Hazardous and Special Products, metal goods/appliances, yard waste, Electrical and Electronic Equipment, porcelain bathroom fixtures and Tires are restricted from garbage collection. The Region may also restrict other reusable or recyclable materials from garbage collection from time to time.
- 4.22 No owner/occupant shall set out Hazardous and Special Products for collection including curbside and on-site collection services except, in the case of household batteries, where specifically permitted by the Region and in a manner and on days designated by the Region.

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- 4.23 Every owner/occupant receiving municipal waste collection shall set out residential waste as close as possible to, but not directly on, the travelled portion of the public highway or roadway directly adjacent to the property of the owner/occupant, without obstructing any travelled portion of the highway or roadway or any adjacent sidewalk or footpath.
- 4.24 Every owner/occupant of a rural property receiving municipal waste collection services who opts to set out waste for collection in a roadside waste storage box shall install the roadside waste storage box as close as possible to, but not on, the travelled portion of the public highway or roadway directly adjacent to the property of the owner/occupant, without obstructing any travelled portion of the highway or roadway, or any adjacent sidewalk or footpath.
- 4.25 Notwithstanding subsections 4.21 and 4.22, the Region may designate a location at which the waste from any residential dwelling unit or multi-residential property shall be set out and may also determine the method of collection by notice, in writing, sent by ordinary mail or personal delivery, to the owner/occupant of such property as shown on the last revised assessment roll.
- 4.26 Where the Region has designated the set out location pursuant to subsection 4.23, no owner/occupant shall set out waste other than at that location.
- 4.27 No owner/occupant shall set out waste for collection on top of a windrow or other pile of snow created by snowplows or other snow clearing operation.
- 4.28 No person shall set out waste upon private property unless that person is the owner/occupant of the residential dwelling unit or multi-residential property from which the waste originates.
- 4.29 No person shall set out, place, or discard waste upon public property other than as provided for herein.
- 4.30 Waste shall be deemed to have been set out by the owner/occupant of the residential dwelling unit directly adjacent to the location where the waste is found. In the case of a multi-residential property, waste shall be deemed to have been set out by the owner/occupant of the multi-residential property.
- 4.31 Unless otherwise authorized by the Region, no person shall scavenge, pick over, sort through, collect, interfere with, disturb, or remove any waste set out for collection whether contained in receptacles or otherwise.
- 4.32 Subsection 4.29 shall not apply to Region employees and Region contractors while in the course of carrying out duties that are necessary and required pursuant to an agreement or if expressly authorized to do so by the Region.
- 4.33 No person shall allow any animal either owned or under the person's control to scavenge, pick over, sort through, collect, interfere with, disturb or remove any waste set out for collection, whether contained in receptacles or otherwise.
- 4.34 No person shall hinder or impede the ability of the Region to collect waste set out for collection.

### **5. On-site Waste Collection on Private Property**

- 5.1 On-site waste collection shall be carried out at designated locations on a site plan approved by the Region or the area municipality in which the site is located.
- 5.2 The Region shall not provide on-site waste collection on private property unless the owner/occupant has executed an indemnity and release and a certificate of insurance in favour of the Region and in a form satisfactory to the Region.

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- 5.3 No owner/occupant shall be eligible to receive waste collection services unless the owner/occupant complies with all relevant requirements contained in this By-law and in the Region publication entitled Technical Guidelines for Waste Collection Services, as amended.
- 5.4 The Region shall not provide on-site waste collection and household organics collection for a multi-residential property unless the owner has also agreed to and participates in other multi-residential waste diversion programs including those offered by the Region.
- 5.5 Every owner of a multi-residential property is required to ensure that any Blue Box material, household organics, Electrical and Electronic Equipment, porcelain bathroom fixtures or any other collection program provided by the Region or producers of materials regulated under the Resource Recovery and Circular Economy Act, is as convenient to each resident as the garbage collection program by:
- (a) Providing occupants with specific instructions for participating in all of the applicable Region waste collection programs;
  - (b) Posting clear and understandable Blue Box material, household organics or other waste sorting instructions and/or signage in prominent locations;
  - (c) Maintaining occupant-accessible Blue Box material and/or household organic composting material and/or other material collection and/or storage area(s), and;
  - (d) Providing sufficient receptacles for the collection and storage of garbage, household organics, Blue Box material, yard waste or other collected material.
- 5.6 No owner of a multi-residential property or industrial, commercial or institutional property authorized to receive Regional waste collection shall adjust the number or type of receptacles or allow the adjustment of the number or type of receptacles used for the provision of municipal waste collection, without the prior written approval of the Region.
- 5.7 Every owner/occupant shall at all times maintain adequate vehicular access to their property for the purposes of on-site waste collection, including but not limited to, removing snow and ice, prohibiting parking where required and removal of any other obstacle.
- 5.8 On-site industrial, commercial or institutional waste collection shall not be provided by the Region except as may be authorized by the Region and on such terms and conditions, including fees and charges, as approved by Council.
- 5.9 The Region may determine that owners/occupants who do not participate fully in the Region's collection of waste or who sell or otherwise transfer waste to individuals other than the Region, are not eligible to receive any Region-provided waste collection services.
- 6. Unacceptable Waste**
- 6.1 No owner/occupant shall set out or allow the set out of unacceptable waste, as described in Schedule F of this By-law, either on its own or mixed with any waste for which the Region provides a collection service.
- 6.2 Contractors acting on behalf of the Region shall not collect unacceptable waste nor allow unacceptable waste to be collected.
- 6.3 An unacceptable set out tag may be placed on waste receptacles indicating the presence of unacceptable waste.

**7. Waste Management Facilities**

- 7.1 No person shall deliver or dispose of or allow or cause to be delivered or disposed of any waste at the Waste Management Facilities other than waste referred to in Schedule L of this By-law.
- 7.2 No person shall deposit or allow the depositing of waste outside the gate or entrance to a Waste Management Facility or at any place other than the place designated for its receipt.
- 7.3 Private haulers, operators of commercial vehicles and operators of residential vehicles who transport waste to the Waste Management Facilities for disposal or processing, shall pay all applicable fees.
- 7.4 Fees may be adjusted from time to time as deemed appropriate by the Region, subject to Council approval, where necessary, and any fee changes shall be advertised and posted as required by applicable law.
- 7.5 All waste deposited at a Waste Management Facility shall be the property of the Region and may be reused, recycled, reclaimed, disposed of and otherwise dealt with as the Region may deem fit, in its sole discretion.
- 7.6 Unless authorized in writing by the Region, no person shall scavenge, salvage, pick over, interfere with, remove or scatter waste.
- 7.7 No person, while at a Waste Management Facility, shall operate a vehicle or do any other thing without exercising due care and attention, in a manner that will not cause injury or harm to any person or damage to any property.
- 7.8 No person shall operate a vehicle at a Waste Management facility in such a condition that the Region deems to be unsafe or whose load is deemed by the Region to be unsafe. Any unsafe vehicles or unsecured loads will be refused entry.
- 7.9 No person shall enter a Waste Management Facility for the purpose of using the facility's services on foot, riding a bicycle other mechanized devices such as skateboards, scooters, motorcycles, mopeds, etc.
- 7.10 No person, while at a Waste Management Facility, shall indulge in any riotous, violent, threatening or illegal conduct, or use profane or abusive language in accordance with the Region's Public Code of Conduct Policy.
- 7.11 No person shall smoke at a Waste Management Facility or hold a lighted tobacco product, including but not limited to a cigarette, e-cigarette, vape, cigar or pipe.
- 7.12 No person, while at a Waste Management Facility, shall create a nuisance or in any way interfere with the use of the Waste Management Facility by any other person.
- 7.13 No person using a Waste Management Facility shall disobey any signs or directions of all Region staff and Contractor(s) at any Waste Management Facility.
- 7.14 No person shall enter or exit a Waste Management Facility except during regular hours of operations and only by the designated access and exit routes.
- 7.15 No person shall convey, or allow or cause to be conveyed, any waste for disposal to a Waste Management Facility which is not contained in fully enclosed vehicle bodies, or totally enclosed or covered in canvas, tarpaulins or nets, and leak-proof so as to prevent any of the contents from falling upon the ground.

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- 7.16 No person shall dispose of, or allow or cause to be disposed of, any waste at a Waste Management Facility that is not properly drained or dried so that it does not contain any visible evidence of free water or other liquids.
- 7.17 Any person entering upon a Waste Management Facility does so at their own risk and the owner of any vehicle brought upon such site shall save the Region harmless from any damages or claims whatsoever to themselves or their property or to any other person or property whatsoever arising from such person's negligence or otherwise.
- 7.18 All persons entering onto a Waste Management Facility shall abide by all policies and procedures related to the operation including but not limited to the sorting of wastes, payment of fees and anything else described in or prescribed by this By-law.

### **8. Region Landfill Sites**

- 8.1 No person shall deliver waste to any Region-owned landfill site.
- 8.2 No person shall access a landfill site without express permission from the Region except in areas that have been designated and marked for public use.
- 8.3 No person, while at a landfill site, shall operate a vehicle or do any other thing without exercising due care and attention or in a manner that will not cause injury or harm to any person or damage to any property.
- 8.4 No person shall operate a motor vehicle on a landfill site, unless otherwise authorized, other than on a designated roadway or highway, or without due care and attention, or at a greater than posted speed limit.
- 8.5 No person shall enter or exit a Region landfill site unless accompanied or authorized by a Region employee or representative and only by the designated access and exit routes.
- 8.6 Any person entering upon a Region landfill site does so at the person's own risk and the person shall save the Region harmless from any damages or claims whatsoever to themselves or their property or to any other person or property whatsoever arising from such person's negligence or otherwise.

### **9. Material Recovery Facility and Waste Management Centre**

- 9.1 No member of the public shall access the Material Recovery Facility without express written permission from the Region and the third-party lessor of the facility.
- 9.2 No person shall deliver, dispose of, or allow or cause to be delivered or disposed of any waste at the Material Recovery Facility or the Waste Management Centre.
- 9.3 Any person accessing the Material Recovery Facility or Waste Management Centre shall at all times obey all signs and directions of all Region staff and the Contractor(s) working at the Material Recovery Facility.
- 9.4 No person shall, while at the Waste Management Centre, operate a vehicle or do any other thing without exercising due care and attention or in a manner that causes or is likely to cause injury or harm to any person or damage to any property.
- 9.5 No contractor shall convey or allow or cause to be conveyed to the Material Recovery Facility any Blue Box materials which are not contained in fully enclosed vehicle bodies or totally enclosed or covered in canvas, tarpaulins or

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nets and leak-proof so as to prevent any of the contents from falling upon the ground.

- 9.6 Any person entering the Material Recovery Facility does so at his own risk and he and the owner of any vehicle brought upon such site shall save the Region harmless from any damages or claims whatsoever to themselves or their property or to any other person or property whatsoever arising from such person's negligence or otherwise.
- 9.7 All persons entering into the Material Recovery Facility shall abide by all policies and procedures relating to the operation including but not limited to the sorting of wastes, payment of fees and anything else described in or prescribed by this By-law and/or all applicable law.

### **10. Industrial, Commercial, or Institutional Waste**

- 10.1 All persons involved in the creation of industrial, commercial, or institutional waste shall make provision for on-site, private waste removal unless another provision has been made with the Region in accordance with the policies and by-laws of the Region and all applicable law.
- 10.2 Any authorized and approved industrial, commercial, or institutional user receiving Region waste collection shall be required to participate in the Region's organics and/or any other waste diversion program, and failure to do so may result in discontinuance of provision of services.

### **11. Fees and Charges**

- 11.1 The solid waste management fees and charges shall be, and are hereby deemed to always have been, as set out in the annual Business Plans and Budgets for property taxes.

### **12. General**

- 12.1 The Region shall provide waste collection and disposal services to all eligible properties within the Region of Durham, as described in this By-law except for residential garbage, household organics, bulky items, Electrical and Electronic Equipment, porcelain bathroom fixtures, metal goods/appliances and yard waste collection in the Town of Whitby and the City of Oshawa.
- 12.2 If a property is not an eligible property for waste collection under this By-law, the owner/occupant shall be fully responsible for the provision of private waste collection and disposal services, in accordance with good practice and in accordance with all applicable statutes, by-laws and regulations respecting the environment and health and safety.
- 12.3 The Region shall not be obligated to collect residential waste from properties abutting a private or unassumed road, unless there is clear, unobstructed access to such road, sufficient unobstructed turnaround space for waste collection vehicles, and adequate unobstructed access to a public highway or roadway, all of which shall be determined by the Region in its sole and absolute discretion.
- 12.4 The contractor shall not be required to enter any private dwelling, apartment or other building, ascend or descend any stairway, enter any elevator, chute, hoist or loading platform, or enter onto private property for the purpose of collecting or removing any waste material except when otherwise agreed to between the contractor and the Region.

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- 12.5 No person shall deposit or permit to be deposited upon any lands belonging to, occupied by or under such person's control, waste or any other material which may emit foul or offensive odours and/or endanger public health or safety.
- 12.6 No person shall set out waste in a receptacle that is packed in such a manner that waste can fall out of it before it is collected.
- 12.7 No person shall sweep, throw, deposit, or allow their agents or employees to sweep, throw or deposit any waste on any street, creek or other public place or on any lands not owned by such person.
- 12.8 No person shall keep a waste receptacle or roadside waste storage box in such condition or location to create a nuisance or emit foul or offensive odours or harbour or attract insects, rats or other vermin.
- 12.9 Any waste placed at a collection point, road allowance or any other location for collection by the Region is the property of the Region.
- 12.10 No person shall convey through the streets any waste unless it is carried in properly covered containers or in vehicles totally enclosed or covered with canvas or tarpaulins, fastened down to prevent any of the contents from falling upon the streets or to allow the escape of offensive odours.
- 12.11 Any person who fails to observe subsection 12.11 and consequently causes waste to fall upon any street shall remove the waste immediately and if such waste is not removed immediately, the Region may do so and any person contravening this provision will be liable for all expenses so incurred.
- 12.12 Receptacle storage enclosures large enough to hold the required number of receptacles shall be provided by the owner/occupant of the types of premises listed below receiving Region waste collection services. Such enclosures shall be approved by the Region as to size.
- (a) Combined commercial and residential properties.
  - (b) Commercial properties.
  - (c) Multi-unit residential buildings.
  - (d) Townhouse property without internal roadways that receive centralized collection of waste.
  - (e) Rural properties.
- 12.13 No person shall collect waste unless they have the necessary licenses and comply with all relevant Federal, Provincial and municipal legislation, regulations and by-laws.
- 12.14 No person shall maintain a composter or compost heap in such condition or location to create a nuisance or emit foul or offensive odours or harbour or attract insects, rats or other vermin.
- 12.15 Any owner/occupant requiring a higher level of service than is provided by the Region, as described in this By-law, must contract to secure such service privately, at the owner/occupant's own expense.

### 13. Enforcement

#### Powers of Entry

- 13.1 An officer may, at any reasonable time, enter onto any property without a warrant or notice for the purpose of determining compliance with this By-law.



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- 13.2 Notwithstanding 13.1, an officer may not enter into a dwelling unit at any time without a search warrant or informed consent of the occupant.
- 13.3 An officer may make examinations, investigations and inquiries as are necessary to determine whether there is compliance with this By-law.
- 13.4 No person shall hinder, obstruct or interfere with an officer carrying out an inspection under this By-law.

### Work Order

- 13.5 Where any person contravenes any provision of this By-law, an officer may, by written notice, require such person to comply with this By-law by issuing a work order indicating the following;
- (a) The reasonable particulars of the offence;
  - (b) The work to be done and the date by which the work must be completed;
  - (c) The municipal address and/or legal description of the property.
- 13.6 Service of a work order on an owner/occupant may include any of the following:
- (a) Personal service;
  - (b) Registered mail to the registered owner of the property at the municipal address; or
  - (c) Posting a copy of the work order on the property in a conspicuous place.
- 13.7 Where a work order has been served on an owner/occupant by personal service or posting a copy on the property as referred to in section 13.6(c), it is deemed to be delivered immediately.
- 13.8 Where a work order is issued by registered mail, it shall be deemed to have been delivered on the third (3<sup>rd</sup>) day after a copy is sent.
- 13.9 Each owner/occupant who contravenes a work order is guilty of an offence.

### Remedial Action

- 13.10 Where a person or owner/occupant does not comply with a work order, the Region may, without any notice, cause the work to be performed at the owner's expense.
- 13.11 The Region, its employees or agents may, at any reasonable time, enter upon the property, but not into any buildings or structures, to effect the compliance at the expense of the owner/occupant who has failed to comply with a work order.
- 13.12 The Region may recover all costs associated with actions taken to effect compliance plus interest from the day the Region incurs such costs and ending on the day the costs including the interest is paid in full.
- 13.13 All costs, including any interest on such costs, recoverable by the Region pursuant to this By-law or otherwise pursuant to the Municipal Act, 2001, may be recovered by any lawful means available to the Region and such recovery methods include adding such amounts to the tax roll and collecting such amounts in the same manner as taxes.
- 13.14 All costs, including any interest on such costs, recoverable by the Region pursuant to this By-law or otherwise pursuant to the Municipal Act, 2001,

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constitute a lien on the land upon the registration in the proper land registry office of a notice of lien.

- 13.15 Where waste is removed from private property or public property pursuant to subsection 13.10, the Region may immediately dispose of it.
- 13.16 The provisions of this By-law shall not relieve any person from compliance with any order of the Region or any other provision prescribed by law.
- 13.17 The Region shall not be obligated to collect any waste that is not set out as prescribed by this By-law.
- 13.18 The Region may, at its sole discretion and upon written notification, suspend waste collection where owner/occupants have set out waste for collection that is unacceptable waste or not in compliance with the provisions of this By-law.
- 13.19 In the event that the Region discontinues municipal waste collection services to an owner/occupant, the affected owner/occupant shall obtain private collection services during the period in which the services are discontinued, at the same or greater frequency at which the services were provided prior to the discontinuance, all at the owner/occupant's sole cost and expense.
- 13.20 The Region may waive strict compliance with any provision of this By-law in accordance with its policies, by-laws and contractual commitments and approval processes.

### Offence

- 13.21 Every person who contravenes any provision of this By-law, including an order issued under this By-law, and every director or officer of a corporation who concurs in such contravention by the corporation is guilty of an offence.
- 13.22 Any person who is in contravention of any provision of this By-law or who fails to comply with an order issued under the By-law shall be deemed to be committing a continuing offence for each day that the offence remains in contravention, or for each day that they fail to comply with the order.

### Penalties

- 13.23 Upon conviction, every person who contravenes any provision of this By-law is subject to a fine of not less than \$50.00 and not more than \$25,000.00 for any subsequent offence of this By-law.
- 13.24 Where a corporation is convicted of an offence under the provisions of this By-law, the maximum fines that may be imposed on the corporation is not less than \$250.00 and not more than \$50,000.00 for a first offence and not less than \$250.00 and not more than \$100,000.00 for any subsequent offence of this By-law.

### Prohibition Order

- 13.25 Upon conviction of an offence under this By-law, the Ontario Court (Provincial Division) of the Region, or any court of competent jurisdiction thereafter may, in addition to any other penalty or other remedy imposed, make an order prohibiting the continuation or repetition of the offence.

## 14. Conflict with Existing Law

- 14.1 The provisions of any by-law of the Town of Whitby or the City of Oshawa with respect to the collection or residential garbage, household organic waste, yard waste and other special waste collection services, such as bulky goods, metal

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goods/appliances and porcelain bathroom fixtures within those jurisdictions, prevail over the provisions of this By-law.

**15. Severability**

15.1 Where a court of competent jurisdiction declares any section or part of a section of this By-law invalid, the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

**16. Repeal**

16.1 Waste Management By-law 46-2011, as amended, is hereby repealed as of June 30, 2024.

16.2 This By-law comes into force on July 1, 2024.

This By-law Read and Passed on the -----<sup>th</sup> day of -----, 2024.

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J. Henry, Regional Chair and CEO

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A. Harras, Regional Clerk

**Schedule A**

**Bulky Items**

Includes any garbage item that does not fit into a garbage receptacle including, but not limited to:

1. Household goods such as:
  - a. Furniture
  - b. Artificial trees
  - c. Vacuum cleaners
  - d. Floor lamps
  - e. Armoires
  - f. Mattresses and box springs
  - g. Headboards
  - h. Bookshelves
  - i. Loveseats
  - j. Ironing board
  - k. Entertainment unit
  - l. Ottomans
  - m. Hat stands
  - n. Recliners
  - o. Baby gates
  - p. Credenzas
  - q. Baby cribs
  - r. Baby chair/car seats
  - s. Desks
  - t. Beanbag chairs
2. Sports and recreation equipment such as:
  - a. Skis
  - b. Hockey sticks/equipment/goalie equipment
  - c. Fishing rods
  - d. Golf bags

## Attachment #1 to Report #2024-WR-1

- e. Treadmills
- f. Elliptical trainers
- g. Exercise bikes
- h. Luggage
- i. Backpacks
- j. Life jackets
- k. Tennis, squash, racquetball racquets
- l. Baseball bats
- m. Lacrosse sticks
- n. GT snow-racers
- o. Toboggans
- p. Dog/cat carriers and cat scratch posts
- q. Sleds

### 3. Outdoor Living items such as:

- a. Patio tables
- b. Chairs and cushions
- c. Patio umbrellas
- d. Garden hoses and plastic hose reels
- e. Birdbaths
- f. Planters
- g. Gardening tools
- h. Deck boxes
- i. Hammocks
- j. Lounger
- k. Lazy-boy chair
- l. Bar sets
- m. Rocking chairs
- n. Storage benches
- o. Adirondack garden chairs/stools

**Attachment #1 to Report #2024-WR-1**

- p. Lawn ornaments
- q. Plastic pool covers (must be rolled or tied into 1 metre by 1 metre squares)

4. Bulky items do not include:

- a. Garbage that fits into a garbage bag or can
- b. Household organic waste
- c. Blue Box materials
- d. Yard waste
- e. Hazardous and Special Products
- f. Biomedical waste
- g. Metal goods and appliances
- h. Electrical and Electronic Equipment
- i. Any other material or item for which the Region has a diversion program

## Schedule B

### Hazardous and Special Products

Includes any household product, material or item labelled as corrosive, toxic, reactive, explosive or flammable and which is accepted under the Region's Hazardous and Special Products program, including:

Categories defined in the Hazardous and Special Products regulation (O. Reg. 449/21)

1. Category A
  - a. Non-refillable pressurized containers
  - b. Oil Filters
2. Category B
  - a. Antifreeze
  - b. Oil containers
  - c. Paints and Coatings
  - d. Pesticides
  - e. Refillable pressurized containers
  - f. Solvents
3. Category C
  - a. Barometers
  - b. Thermometers
  - c. Thermostats
4. Category D
  - a. Fertilizer
5. Category E
  - a. Refillable propane containers

Other items including:

1. Household batteries weighing 5 kilograms or less.
2. Pharmaceuticals as defined in the Collection of Pharmaceuticals and Sharps – Responsibilities of Producers (O. Reg. 298/12).
3. Sharps as defined in the Collection of Pharmaceuticals and Sharps – Responsibilities of Producers (O. Reg. 298/12).
4. Any other material deemed Hazardous and Special Products by the Region.

**Schedule C**

**Home Health Care Waste**

Includes:

1. Casts
2. Catheters
3. Empty and rinsed disposable products
4. Empty and rinsed colostomy bags
5. Empty and rinsed gastric and nasal tubes
6. Intravenous bags and tubing
7. Sponges
8. Any other material deemed Home Health Care Waste by the Region

Does not include:

1. Biomedical waste
2. Pathological waste
3. Hypodermic needles, syringes, sharps
4. Unused pharmaceuticals or medications



**Schedule D**

**Diaper / Medical Condition Collection Program**

The Region shall provide special collection or drop off considerations to owner/occupant upon owner/occupant completing an online Diaper / Medical Condition Collection Program Application located at [durham.ca/waste](https://durham.ca/waste) and receiving Region approval for diapers / home health care waste with respect to the items listed below.

1. Residents with medial conditions generating excessive waste and households with three or more children under the age of three;
2. Households qualifying for special consideration are given no more than one additional bag allowance per week. The Region will issue 52 bag tags to each qualifying household. The Region may provide alternative collection options at the Region's discretion; and
3. Residents who receive special consideration may drop off dedicated loads of home health care waste at all Waste Management Facilities in clear plastic bags with bag tags affixed to each bag at no additional charge.

**Schedule E**

**Household Organic Waste**

Includes but is not limited to:

1. Food wastes including all fruits and vegetables (cooked, raw, whole, peelings, seeds or pits), corn cobs and husks, all fish and fish products (cooked or raw), tea bags, bones, all meat and meat products (cooked or raw), all shellfish and shellfish products (cooked or raw), all poultry and poultry products (cooked or raw), seasonings and spices, frozen foods, baked goods, pasta, coffee grounds and paper coffee filters.
2. Plate scrapings including all food leftovers, gravies and sauces.
3. Baking wastes including muffins, grease or lard, fat, flour, eggs and eggshells, margarine, spices, cake, cookies, sugar, cereals, oatmeal and oats.
4. Dairy products including yogurt, sour cream, butter, all cheese, ice cream and cream.
5. Paper fibre wastes including moulded pulp paper egg cartons and beverage trays, paper towels, facial tissues, napkins/serviettes, paper plates and paper cups (no lids), parchment paper, soiled paper food containers and wraps (such as frozen food boxes, pizza boxes, fast food boxes and wraps, special event paper food containers, muffin/cupcake liners (non-foiled), butcher paper, paper tablecloths.
6. Diapers and sanitary waste including diapers of all sizes, incontinence products and feminine hygiene products.
7. Pet waste and bedding as defined in this By-law.
8. Other wastes including hair, sawdust, wood shavings, wooden stir sticks, wooden cutlery, dryer lint, house plants with or without soil, flowers, cold fireplace ash, wooden toothpicks, garden fruit (such as crab apples), pet food, dried decorative fruits and vegetables, natural wreaths, natural garland, cotton balls and any other waste deemed household organic waste by the Region.

Household organic waste does not include:

1. Aluminum foil
2. Blue Box material
3. Christmas trees
4. Cigarette butts
5. Coffee cups
6. Cotton swabs
7. Dead animals
8. Disposable clothes dryer sheets

**Attachment #1 to Report #2024-WR-1**

9. Disposable wipes
10. Garbage
11. Glass of any kind
12. Grass clippings
13. Hazardous and Special Products
14. Hot fireplace ash
15. Metal of any kind
16. Plastic or plastic coated products of any kind
17. Plastic-like packaging labelled as compostable
18. Sod
19. Synthetic corks
20. Topsoil
21. Treated wood
22. Vacuum bags and contents
23. Wax cartons or paper
24. Wire or metal ties
25. Yard waste

**Schedule F**

**Unacceptable Waste for Curbside or On-site Collection**

Includes but is not limited to:

1. Agricultural waste
2. Ammunition
3. Automotive or motorized equipment parts including tires, engines and frames
4. Batteries, unless household batteries designated for curbside collection on days specified by the Region
5. Biomedical waste
6. Broken porcelain bathroom fixtures not packaged in a cardboard box and weighing more than 20 kilograms (44 pounds)
7. Carpeting
8. Dead animals
9. Designated waste that has been banned from landfill or for which reasonable alternative disposal methods are available, as determined by the Region
10. Electric Vehicle Batteries for electric bicycles, scooters, automobiles or trucks
11. Explosives
12. Garbage over the garbage bag limit of (4) four items that are not tagged
13. Grass clippings
14. Hazardous and Special Products
15. Hot ashes or any other waste capable of starting fires
16. Household organics in plastic bags
17. Industrial, commercial or institutional waste from properties not receiving municipal waste collection
18. Liquid waste
19. Manure or waste from any animal except for pet waste as defined in this By-law
20. Railroad ties
21. Sharps or any item that may pose a safety hazard to Region staff or the contractor
22. Sliding glass doors
23. Sludge
24. Swimming pools

**Attachment #1 to Report #2024-WR-1**

25. Tires
26. Tree stumps and branches with a diameter greater than 116 mm (4 inches)
27. Waste frozen to approved receptacles that is not easily removed by shaking
28. Waste generated as a result of construction, demolition or renovations, including but not limited to soil, sod, plaster, drywall, masonry and tile, bricks, concrete or cinder blocks, paving stones, asphalt, wood, windows and window glass, shingles, asbestos, and urea formaldehyde
29. Waste set out in such a manner as to pose a health and safety hazard to any person
30. Waste weighing more than 20 kilograms (44 pounds) except Electrical and Electronic Equipment, bulky items and metal goods/appliances that may exceed 20 kilograms
31. Yard waste in plastic bags
32. Any other material deemed as prohibited by the Region

**Schedule G**

**Blue Box Materials**

Includes the material categories set out in the Blue Box Regulation (O. Reg. 391/21):

1. Beverage container material category
2. Glass material category
3. Flexible plastic material category
4. Rigid plastic material category
5. Paper material category
6. Certified compostable products and packaging material category

**Schedule H**

**Metal Goods/Appliances**

Includes, but is not limited to:

1. Air conditioners (central and window units)
2. Barbeques (fuel tanks and/or charcoal removed)
3. Bicycle frames (tires removed)
4. Clothes washers
5. Clothes dryers
6. Dehumidifiers
7. Dishwashers
8. Electrical and Electronic Equipment
9. Freezers (chest and upright)
10. Furnaces
11. Heat pumps/exchangers
12. Home heating oil tanks (must be empty and cut in half)
13. Hot water tanks (must be empty)
14. Large home safes
15. Metal bathtubs
16. Metal bed frames and rails
17. Metal fencing
18. Metal filing cabinets
19. Metal fireplaces and wood burning stoves
20. Metal furniture
21. Metal ladders
22. Metal shelving units
23. Metal sinks
24. Metal swing sets
25. Metal shower enclosures
26. Metal tools

**Attachment #1 to Report #2024-WR-1**

27. Metal tubing and plumbing fixtures
28. Metal wheelbarrows
29. Pool heaters
30. Pots and pans
31. Ovens
32. Range hoods
33. Refrigerators
34. Stoves
35. Refrigerated water coolers
36. Any other item deemed metal goods/appliances by the Region

Does not include:

1. Garbage
2. Blue Box material
3. Household organic materials
4. Yard waste
5. Hazardous and Special Products
6. Unacceptable waste for curbside or on-site collection
7. Biomedical waste
8. Motorized vehicles/equipment and/or parts
9. Porcelain bathroom fixtures



**Schedule I**

**Yard Waste**

Includes but is not limited to:

1. Brush
2. Christmas trees (natural)
3. Corn stalks
4. Flowers
5. Garden trimmings
6. Garden fruit (such as crab apples, apples, pears, peaches, cherries, etc)
7. Gourds
8. Halloween pumpkins
9. Hedge and tree trimmings (branches)
10. House and garden plants
11. Lawn edging (soil removed)
12. Leaves
13. Natural woven fibre plan containers
14. Peat
15. Pine needles and cones
16. Plant cuttings and roots
17. Shrubs
18. Thatch
19. Weeds
20. Any other material deemed yard waste by the Region

Does not include:

1. Biomedical waste
2. Blue Box materials
3. Electrical and Electronic waste
4. Garbage
5. Grass clippings

**Attachment #1 to Report #2024-WR-1**

6. Hay bales
7. Hazardous and Special Products
8. Metal goods/appliances
9. Motorized vehicles/equipment and/or parts
10. Porcelain bathroom fixtures
11. Sod
12. Soil
13. Stones
14. Stumps
15. Unacceptable waste for curbside or on-site collection

**Schedule J**

**Electrical and Electronic Equipment (EEE) and Batteries**

Includes but is not limited to materials designated as EEE in the Electrical and Electronic Equipment Regulation (O. Reg. 522/20) and batteries in the Batteries Regulation (O. Reg. 30/20) under Ontario's resource Recovery and Circular Economy Act, 2016.

Information Technology, Telecommunications and Audio Visual (ITT/AV) equipment such as:

1. Computers
2. Printers (desktop and floor standing including printer cartridges)
3. Video gaming devices
4. Telephones including cellular phones
5. Display devices
6. Radios and stereos including after-market vehicle stereos
7. Headphones
8. Speakers
9. Cameras, including security cameras
10. Video recorders
11. Drones with audio or visual recording equipment
12. Peripherals and cables used to support the function of information technology, telecommunications and audio visual equipment, including charging equipment
13. Parts of information technology, telecommunications and audio-visual equipment sold separately, such as hard drives
14. Handheld point-of-sale terminals or devices
15. Musical instruments and audio recording equipment
16. Other equipment added to Schedule 1 of O. Reg. 522/20

Lighting:

1. Light bulbs, tubes and lamps including incandescent, fluorescent, halogen, light emitting diode (LED) and high intensity discharge (HID) lamps
2. Other lighting added to Schedule 2 of O. Reg. 522/20

Batteries:

A container, weighing five kilograms or less, consisting of one or more voltaic or galvanic cells, in which chemical energy is stored as electricity or converted into electricity and used

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as a source of power.

Does not include:

1. Electric vehicle batteries
2. Biomedical waste
3. Blue Box materials
4. Garbage
5. Hazardous and Special Products
6. Household organic waste
7. Metal goods/appliances
8. Porcelain bathroom fixtures
9. Yard waste.

**Schedule K**

**Porcelain Bathroom Fixtures**

Any residential product made from hard, white, translucent ceramic by firing pure clay and then glazing it with variously coloured fusible materials.

Includes:

1. Toilets
2. Sinks
3. Bathtubs
4. Bidets
5. Porcelain tiles free of mortar, grout, concrete, plaster, drywall or other adhesive or backing material

Does not include:

1. Porcelain tiles not free of mortar, grout, concrete, plaster, drywall or other adhesive or backing material
2. Any other tile not made of porcelain
3. Biomedical waste
4. Blue Box materials
5. Electrical and Electronic Equipment
6. Enamel or acrylic bathroom fixtures
7. Garbage
8. Hazardous and Special Products
9. Household organic waste
10. Metal goods/appliances
11. Yard waste

**Schedule L**

**Acceptable Waste at Waste Management Facilities**

Includes but is not limited to:

1. Automotive parts, excluding electric vehicle batteries
2. Agricultural bale wrap
3. Batteries, excluding electric vehicle batteries
4. Blue Box materials
5. Construction and demolition waste
6. Clean drywall and clean drywall offcuts
7. Electrical and Electronic Equipment
8. Expanded polystyrene plastic
9. Garbage
10. Metal goods/appliances
11. Motorized equipment with fluids drained
12. Hazardous and Special Products
13. Porcelain bathroom fixtures
14. Small engines with fluids drained
15. Textiles and other items for re-use
16. Tires and tire rims
17. Wood waste
18. Any other material deemed by the Region to be acceptable waste at Waste Management Facilities

Does not include:

1. Biomedical waste not properly packaged and labelled
2. Liquid waste other than that which is included in Hazardous and Special Products
3. Medical and liquid waste including cultures of infectious agents, blood and blood products, pathological waste, sharps, animal wastes contaminated with organisms that are infectious to humans not properly packaged and labelled
4. Radioactive waste
5. Ammunition

**Attachment #1 to Report #2024-WR-1**

6. Asbestos
7. Explosives
8. Flares
9. Polychlorinated biphenyl (PCBs)
10. Commercial hazardous waste
11. Electric vehicle batteries
12. Electric scooter or electric bicycle batteries weighing more than 12kg
13. Sewage

**Schedule M**

**Curbside Collection Services and Frequency**

1. Refer to [durham.ca/waste](https://durham.ca/waste) or the Durham Region Waste App for details regarding curbside waste collection schedules, appointment requirements and set out limits for the following local area municipalities:
  - a. Ajax
  - b. Brock
  - c. Clarington
  - d. Pickering
  - e. Scugog
  - f. Uxbridge
2. Refer to the City of Oshawa website for details regarding curbside waste collection schedules, appointment requirements and set out limits for City of Oshawa residents.
3. Refer to the Town of Whitby website for details regarding curbside waste collection schedules, appointment requirements and set out limits for Town of Whitby residents.





# Technical and Risk Management Guidelines for Municipal Waste Collection Services on Private Property and for New Residential Developments in Durham Region

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## 1 Introduction

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The purpose of this document is to ensure that proponents of residential high-rise buildings, townhouse properties, and single-family residential developments are familiar with the minimum design criteria for residential developments to receive municipal waste collection services provided by the Regional Municipality of Durham (Region).

The collection of all waste generated by residents of new residential developments is the responsibility of the respective builder until municipal waste collection services are granted by the Region.

The type of waste collection service to be provided is based on access, set out point and storage areas on the site. The Region reserves the right to enact additional requirements during its final review of development projects as necessary to address site specific issues which may impact safe access or collection. If the Region determines that a development does not meet the requirements contained within this document, then Regional waste collection services may be denied and private waste services, at the owners' cost, will be required.

All new residential developments in the Region should reflect current applicable regulations and should consider waste management storage and collection in the design stage, based on the guidelines of local municipalities.

The Blue Box Regulation (O. Reg. 391/21) established producer responsibility for the financial and operational management of residential blue box material in Ontario. Blue Box producers are required to collect multi-residential blue box material at no cost to residents. Additional information on the Blue Box recycling program and how to request collection services is available from the Resource Productivity and Recovery Association ([RPRA](#)).

Under the Resource Recovery and Circular Economy Act, 2016, the Minister of the Environment, Conservation and Parks may issue policy statements in the provincial interest. [Ontario's Food and Organic Waste Policy Statement](#) requires the owners of multi-residential buildings to establish a diversion program for food and organic waste generated by residents. Owners must establish programs to divert at least 50 per cent of food and organic waste by 2025.

### 1.1 Other Region of Durham municipal waste collection programs

Bulky goods, electronics and batteries are collected by the Region through curbside and multi-residential programs. In approved multi-residential buildings, textiles are also collected on site in partnership with local charities. Details of these programs are outlined on the Region's website [durham.ca/waste](http://durham.ca/waste). Space for the waste diversion

programs in multi-residential buildings is required as a condition for receiving municipal waste collection services.

Three local Regionally operated Waste Management Facilities are available for residential waste drop off on a pay-by-weight basis. The Region also operates four local household hazardous waste depots for residents to drop off accepted materials free of charge.

## **1.2 Commercial waste**

The Region of Durham is not responsible for commercial waste, and at sites where retail or commercial services are available, waste storage facilities must be kept separate from residential waste handling and storage facilities. Private collection services must be obtained for commercially generated waste material. Refer to Ontario Reg.103/94 for more information.

### **Note**

**To be eligible for Region-provided waste collection service, the multi-residential development must participate in all available diversion programs.**

**The Region reserves the right to refuse or terminate waste collection services on private roads or in multi-residential developments if waste collection areas cannot be safely accessed or if adequate waste containers and resident education are not provided to separate household organics and other divertible materials from garbage.**

## 2 Definitions

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The following terms are in addition to the defined terms in By-law #XX-2024.

- a) **“Central Set Outs”** means a common area for placement of garbage and household organic receptacles for collection by the Region with respect to townhouse properties and single-family developments where material cannot be attributed to a specific address.
- b) **“Collectible”** means any residential waste material which may be collected pursuant to a Region and/or Municipal by-law.
- c) **“Collection Pad”** means an external level concrete surface large enough to accommodate bins and a waste collection vehicle.
- d) **“Municipality”** or **“Municipal”** means the municipality of the Region of Durham or any of the following area municipalities Municipality of Clarington, Township of Uxbridge, Township of Scugog, Township of Brock, City of Oshawa, Town of Ajax, Town of Whitby and the City of Pickering.
- e) **“Private Road or Roadway”** means lane, alley, unassumed road, or non-conforming road which is managed and maintained by the owner and not the municipality.
- f) **“Public Road or Roadway”** means a road that is under the jurisdiction of a public authority.
- g) **“Rough Grading”** means shaping the ground of a construction site to create a level surface for a solid foundation.
- h) **“T-turnaround”** means a “T” shaped area that allows vehicles to reverse direction through a 3-point turn.
- i) **“Turning Radius”** means the smallest vehicular turn path of a vehicle to maneuver a circular turn.

### **3 Residential Site Plan Requirements**

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When planning for municipal residential waste services for a new development, the site plan must include internal and/or external facilities for household organics and other waste diversion initiatives. The design of an efficient waste management area to allow residents to properly sort and store materials plays an important part in achieving waste diversion.

#### **3.1 Designated Area for Set Out**

Each multi-residential property shall have a minimum of one designated area for the setting out of waste and divertible materials and the property design shall provide for easy and barrier free access for residents and collection vehicles.

#### **3.2 Curbside Collection (Townhouse and other Private Road Developments)**

See Section 6 for detailed requirements.

Each dwelling unit must have clear delineation of set outs so ownership of waste receptacles left at the curb for collection can be determined. The residential waste set-out point must clearly be shown either with a pad or at the end of the owners' driveway. No central set out area is permitted. The footprint at the set-out area should allow for sufficient space for, at a minimum, two Blue Box receptacles, Green Bin(s), Leaf and Yard waste and space for up to four bags of garbage. Organics is collected weekly and garbage is collected every other week. If access to a curb where individual set-out is not designated or available, then a multi-residential collection area is required.

#### **3.3 Multi-residential Collection**

Each collection area must be centrally located and designed in a manner that residents can safely access, sort and manage their waste.

The Region works with owners of properties with difficult accessibility to provide collection to as many multi-residential developments as possible. However, if the Guidelines outlined in this document cannot be met, private collection may be required.

#### **3.4 Waste Plan**

Development applications must include information in a waste plan that demonstrates their site plans have incorporated all guidelines pertaining to municipal waste collection services. The waste plan will include the following:

- a) Number of dwelling units and number of building stories.

- b)** The proposed waste handling system anticipated for Blue Box materials, household organics, other divertible wastes, and garbage at the site.
- c)** A drawing showing the minimum road dimensions, turning radii, and overhead clearance that conform with the Region's requirements. The access route expected to be used showing waste collection vehicle (See Appendix "A" for dimensions) movement through the proposed development including entry, reversing, exit or any other movement necessary for waste collection must be included.
- d)** A drawing showing the internal waste storage area including room dimensions and layout showing the chute details (if applicable) and the size, type and number of collection containers and how these containers will be accessed by collection vehicles, including turning radii that conform with the Region's requirements for municipal waste collection.
- e)** Above ground features such as parking areas, mailboxes, common elements in relation to the waste collection access route.
- f)** If curbside set-out is proposed, a drawing that clearly depicts a designated area for each dwelling unit for the set out of Blue Box receptacles, Green Bins and garbage.
- g)** A drawing depicting that waste storage enclosures meet or exceed local municipality development standards and by-laws.

### **3.5 Start of Municipal Waste Collection Services**

#### **3.5.1 Subdivision Developments**

All roads within new subdivisions are considered private until assumed by the Region for the purpose of municipal waste collection services. Regional waste collection will not occur until at least 50 per cent of homes in an approved development area are occupied and the Region has determined that the collection route is safely passable for municipal waste collection vehicles.

#### **3.5.2 Multi-story Developments**

Every developer or builder of a new development must ensure that waste from construction operations is kept separate from any residential waste at all times. The Region shall review a property for municipal waste collection services when 75 per cent occupancy is confirmed and the Region has determined that the collection route is safely passable for municipal waste collection vehicles.



### 3.5.3 Private Roadway Developments

Every applicant requesting municipal waste collection on a private roadway development must complete the Region's Waste Collection Service on Private Property – Durham Region application and submit the required information and proof of insurance. The application is available in hardcopy or digital copy by request from [wastestaff@durham.ca](mailto:wastestaff@durham.ca), or online. Once a completed application is received, the Region will schedule a site visit to confirm that the requirements for municipal waste collection services have been met before approving the subject property for service.

Before a service application is approved for municipal waste collection, roadways must be accessible, allowing waste vehicles to move in a forward motion throughout the site and at least 50 per cent of the units must be occupied on the designated route.

Upon approving a private roadway development for municipal waste collection services, the Region will issue a Notification for the Start of Service to the property owner or property manager outlining all aspects of service and equipment that will be supplied to the site.

The builder or property manager is responsible for the management and proper disposal of residential waste until municipal waste collection begins.

## 4 General Waste Collection Requirements on Private Roads

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The following are the general requirements for Region collection of residential garbage, household organics and yard waste on private roadways. Applicants should refer to the applicable Provincial and Municipal By-laws for additional requirements.

- a) The Region will only collect residential waste.
- b) The Region reserves the right to revoke collection services to any residential or multi-residential development that does not meet the requirements outlined in this document or the Region's Waste By-law #XX-2024.
- c) Properties approved to receive front-end waste services are responsible for maintaining safe and accessible residential waste storage and handling systems that make waste diversion as convenient as waste disposal.
- d) All waste collection areas and the access road leading to them shall be provided exclusive of any onsite parking spaces.
- e) If access is blocked on the day of collection, no collection will be completed, and material will be left for removal at the property owner's expense and effort.

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- f) All residential waste must be securely stored inside an enclosed structure between collection days. Waste storage areas must be in an easily accessible location by residents in a well-lit, secure, and barrier free environment.
- g) All residential waste receptacles must be stored in their respective waste storage areas until the scheduled collection day and must be returned to their respective waste storage areas on the same day following collection with their lids securely closed.
- h) Waste information signage for multi-residential sites must be installed in appropriate locations to identify to residents the proper separation of any divertible material. Property owners are responsible for actively promoting recycling, and other diversion programs to reduce waste.
- i) Private access roads must be constructed of a suitable material such as asphalt or concrete and be structurally adequate to support the weight and vibrations of a fully loaded waste collection vehicle without damage to the roads.
- j) The owner, or agent of the owner, of the property agrees to indemnify and hold harmless the Region and its waste collection contractors on private property against all actions, suits, claims and demands, direct or indirect, which may arise as a result of the provision of these services to the property, including, but not limited to, any damages to structures that may be located on or about the premises, as a result of any waste material collection equipment entering the property, save and except any such actions, suits, claims and demands resulting from any fault, default, negligence, act or omission of the Region, or its waste collection contractors or any other Person for whom the Region is in law responsible.
- k) The property owner is responsible for making all collection receptacles accessible to municipal waste collection vehicles on the designated collection day.
- l) The property owner is responsible for collection, processing, composting, haulage and disposal of all waste from the property until the start of municipal waste collection services.
- m) Each property owner is responsible for ensuring that residents use collection containers for their intended purpose to minimize contamination of the respective waste diversion streams. Failure by an owner to address

contamination may result in suspension of municipal waste collection service at the discretion of the Region.

- n) Failure to provide proper storage space for all waste streams may result in the suspension or cancellation of municipal waste collection service.
- o) The Region reserves the right to provide notification of suspension or cancellation of municipal waste collection service for any contravention of this Guideline and/or By-law #XX-2024.

#### **4.1 Access Routes**

- a) All roadways must have the following minimum dimensions:
  - a. 6.5 metres in width from curb face to curb face,
  - b. 13.0 metres in turning radii to curb face,
  - c. 18.0 metres straight approach for multi-residential collection areas,
  - d. Overhead clearance of no less than 7.0 metres throughout.
- b) Where the requirement for a continuous roadway cannot be achieved, a “T” type turnaround or cul-de-sac type turnaround will be permitted. See specifications listed in Appendix B and C.
- c) Where the access route requires the collection vehicle to travel over the deck of an underground parking garage, the applicant must provide a letter to the Region certified by a Professional Engineer confirming the structural capability of the deck to support the weight and vibrations of a fully loaded waste collection vehicle.

### **5 General Waste Collection Requirements for High Rise Buildings**

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The following applies to multi-residential high- or mid-rise buildings with six or more dwelling units and stacked townhouses with no garage that utilize a central set out area. The requirements for collection on private roads outlined in Section 3 also apply.

#### **5.1 Storage Areas**

- a) The development must have internal waste collection storage rooms of sufficient size to receive and accommodate all garbage, household organics and Blue Box materials from residents.

- b) Only residential waste will be collected from front-end receptacles. No large bulky items, hazardous waste or electronic waste are to be placed in front-end receptacles.
- c) Storage rooms will be fully accessible and identified for the sole purpose of managing waste by residents.
- d) All receptacles will be legibly marked for garbage, household organics, Blue Box materials, and any other divertible materials.
- e) All waste storage rooms must be ventilated, well lit, secure, rodent-proof and separated from the living space in accordance with local zoning By-laws, and Ontario building and fire codes.
- f) All waste storage rooms must be maintained to ensure the safety of residents and collection contractors.
- g) All front-end collection containers must have heavy duty wheels that can be locked to avoid rolling.
- h) Multi-residential developments with greater than 30 units must use compactors for all garbage.
- i) Buildings with waste chutes must ensure waste is sorted for municipal collection. Separate collection receptacles must be provided for household organics, Blue Box materials and garbage. Educational information and signage are available from the Region to illustrate and encourage proper sorting of waste and must be used to promote proper management and sorting.
- j) Property owners and on-site staff must ensure appropriate internal collection procedures and waste handling systems are in place to meet Blue Box material sorting requirements established by the Blue Box material producers.
- k) Consideration must be given to in-unit storage requirements to accommodate various waste sorting receptacles necessary to participate in the Region's diversion programs ensuring that waste diversion is as convenient as waste disposal.

## **5.2 Waste Collection Areas**

- a) Direct and safe access for collection vehicles entering from and exiting to the public road must be provided.
- b) The collection area on private property must consist of a level reinforced concrete pad suitably sized to accommodate all waste receptacles and the front-end collection vehicle. A front-end waste collection vehicle must not tip on asphalt as damage can occur due to the weight of the vehicle.
- c) Front-end waste collection containers must be secured with locking wheels and bollards or curbs.
- d) Owners must ensure that municipal waste collection vehicles are able to empty and return receptacles to the collection area without requiring containers to be shuffled either manually or mechanically.
- e) Owners must ensure that municipal waste collection vehicles are able to safely drive out onto the public roadway. Reversing onto a public roadway or oncoming traffic is not permitted unless a spotter is present and the Region has approved the method.
- f) All waste collection areas must be kept clear of all obstructions and clearly marked as a “No Stopping” or “No Parking” area.
- g) Internal waste collection areas, where collection vehicles must empty collection containers inside a building, are permitted. A minimum of 7.0 metre height clearance must be provided enabling the waste collection vehicle to safely complete the maneuver without hitting or scraping walls or roof of the building. Convex mirrors inside and outside the building must be installed and maintained to ensure that municipal waste collection vehicles can safely exit the building.

### **5.3 Frequency of Service**

The Region’s waste collection service for multi-residential collection in front-end receptacles will be limited as follows:

Household Organics: weekly collection will be provided, at minimum, with twice per week collection on a case-by-case basis.

Garbage: weekly for sites under 100 units and twice weekly for greater than 100 units (front-end collection from forklift designed bins).

Bulky items service: by appointment only.

Other diversion programs: as defined by the Region. Includes e-waste, textiles and batteries. All programs are promoted in partnership with each respective service provider but operated independently of the Region.

## **5.4 Waste Collection Equipment**

All receptacles must meet the requirement of the Region for waste collection. Recommendations on the number of receptacles are estimates only and actual requirements may vary by site and with the frequency of collection.

### **5.4.1 Garbage Receptacle**

The following information for front-end collection garbage receptacle size and requirements for multi-residential sites is intended for general guidance. Proponents should retain the services of a waste management consultant for advice specific to each development.

**a) Compacted (internal storage)**

One front-end container per 50 units. Each front-end containers size is typically 3 cubic yards, and an extra container should be available for use on the compactor. An additional extra container should be added above basic requirements for buildings over 150 units.

**b) Uncompacted (external storage)**

Table 1 in section 5.4.3 indicates the quantity and sizes of front-end bins that are suggested for uncompacted waste for each building size. 6 cubic yard front-end bins are most commonly used.

### **5.4.2 Household Organics**

Durham Region operates an Enhanced Green Bin program that accepts the items listed in Schedule E of the Waste Management Services By-law #XX-2024.

The Region of Durham supplies an in-unit kitchen catcher for each residential unit to collect household organics and wheeled tote containers as common collection containers for bulking the household organics from individual residential units.

### **5.4.3 Waste Collection Container Estimates**

Table 1 provides a guideline for residential buildings based on an average of two residents per unit and best practices for source separation of divertible materials.

Table 1: Waste Receptacle Recommendations

Number of Dwelling Units	Organics Receptacles	Front-End Garbage Receptacles
6-10	1 Cart	1 x 2yd <sup>3</sup>
11-20	1 Cart	1 x 3yd <sup>3</sup>
21-30	2 Carts	1 x 4yd <sup>3</sup>
31-40	2 Carts	1 x 6yd <sup>3</sup>
41-50	3 Carts	1 x 8yd <sup>3</sup>
51-60	3 Carts	1 x 8yd <sup>3</sup>
61-70	4 Carts	2 x 6yd <sup>3</sup>
71-80	4 Carts	2 x 6yd <sup>3</sup>
81-90	5 Carts	2 x 8yd <sup>3</sup>
91-100	5 Carts	2 x 8yd <sup>3</sup>
<b>Twice Weekly Collection Recommended</b>		
101-110	6 Carts	3 x 8yd <sup>3</sup>
111-120	6 Carts	3 x 8yd <sup>3</sup>
121-130	7 Carts	3 x 8yd <sup>3</sup>
131-140	7 Carts	3 x 8yd <sup>3</sup>
141-150	8 Carts	3 x 8yd <sup>3</sup>
151-160	8 Carts	4 x 8yd <sup>3</sup>
161-170	9 Carts	4 x 8yd <sup>3</sup>
171-180	9 Carts	4 x 8yd <sup>3</sup>
181-190	10 Carts	4 x 8yd <sup>3</sup>
191-200	10 Carts	4 x 8yd <sup>3</sup>
201-210	11 Carts	5 x 8yd <sup>3</sup>
211-220	11 Carts	5 x 8yd <sup>3</sup>
221-230	12 Carts	5 x 8yd <sup>3</sup>
231-240	12 Carts	5 x 8yd <sup>3</sup>
241-250	13 Carts	6 x 8yd <sup>3</sup>

## 6 General Waste Collection Requirements for Townhouse Properties on Private Roads Receiving Curbside Service

A multi-residential townhouse development, where the internal private road enables curbside collection, may be approved for weekly curbside waste collection. The Waste Collection Service on Private Property – Durham Region application must be completed by the condominium board or designate on behalf of all residents and be submitted online. The Region will conduct a review of the site to ensure it meets the vehicle

accessibility requirements for waste collection service. This review will only be completed once 50 per cent of homes in an approved development area are occupied and the Region has determined that the collection route is safely passable for municipal waste collection vehicles.

The condominium board is responsible for all road maintenance and access within the site.

Townhouse developments approved for curbside collection will receive the same services as single family homes and residents must follow By-law #XX-2024 requirements for curbside set out.

The following requirements may be unique to townhouse developments on private roads:

#### **6.1.1 Collection Areas**

- a) Collection areas must be located along the internal roadway of the development in front of each dwelling unit. It is the responsibility of the residents to properly place their waste out for collection on the designated day of the week as per the Region's Waste Collection By-law #XX-2024.
- b) The collection route must be kept clear of all obstructions and clearly marked as a "No Stopping" or "No Parking" area along the private roadway.
- c) A minimum overhead clearance of 7.0 metres must be provided from all obstructions such as wires, balconies, trees or other throughout the collection access route and in all waste collection areas.
- d) Clear delineation of ownership of the waste at the set out point of each unit is required to ensure no piles are created and illegal dumping is prevented. Waste set out may be either at the end of a driveway or on a clearly labeled set out point which reflects the unit number of the property.
- e) Access routes must meet the requirements outlined in section 4.1.

## **7 Regional approval process for municipal waste collection on private property**

The Region's Works Department Waste Management Services Branch reviews all new residential development applications. If additional information is required, a developer will be requested to submit additional details, such as a detailed waste plan, or a detailed drawing showing the proposed movements of municipal waste collection vehicles through the site. Municipal waste collection services may be denied for any



development that does not meet the minimum requirements for municipal waste collection services.

Multi-residential development applications must clearly depict details of internal waste storage rooms, respective compacting and sorting equipment, and collection areas.

The Region's comments related to approval of municipal waste collection services remain as recommendation only until a formal application is submitted and approved, and a final site visit is completed which confirms that the property conforms with the Region's design standards for municipal waste collection services.

### **7.1 Application for Waste Collection Services**

An application for Waste Collection Service on Private Property – Durham Region and Indemnification Form must be completed for every development on private roadways as a condition for the provision of municipal waste collection on private roadways.

No application is required for developments on public roadways. However, each developer/builder must submit closing lists confirming occupancy as a condition for the Region's commencement of municipal waste collection services.

### **7.2 Site Reviews**

The Region will complete a site review upon receipt of, either an application for Waste Collection Service on Private Property – Durham Region application and Indemnification Form or closing lists. Refer to Appendix E Checklist for Waste Collection - Services on Private Property for details of the site review. During the site review, a waste collection vehicle will traverse the route confirming uninterrupted access/egress. The internal waste collection areas will be reviewed to ensure that all equipment installations meet the Region's design standards for municipal waste collection services.

All reviews are based on meeting these Guidelines and a final decision will be provided upon final site inspection. If approved, confirmation will be provided with details of the service levels that can be provided by the Region. If application for service is made by the builder prior to completion of the development and the establishment of the condominium corporation occurs, a revised and updated Application and Certificate of Insurance must be provided by the condominium corporation.

### **7.3 Insurance Certificate**

Upon approval of municipal waste collection services, a Certificate of Insurance must be completed and submitted to the Region confirming that the Region is named as an insured party on the property's insurance policy and will continue to be named so at

renewal of the policy. A new Certificate of Insurance is required to be submitted to the Region at any time the ownership of a property changes.

The Region reserves the right to require an original up-to-date certificate of insurance at any time. Failure to comply shall result in the Region suspending municipal waste collection services the required Certificate of Insurance is provided.

#### **7.4 Submission of Documents**

All documents should be submitted either by mail to:

**Supervisor, Waste Services**

Regional Municipality of Durham, 5<sup>th</sup> Floor  
605 Rossland Road East, PO Box 623  
Whitby, Ontario L1N 6A3

Or electronically to:

[wastestaff@durham.ca](mailto:wastestaff@durham.ca)

The Region will respond in writing/email to the applicant acknowledging that the document has been received.

### **8 Revisions to the Technical and Risk Management Guidelines for Municipal Waste Collection Services on Private Property and for New Residential Developments in Durham Region**

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The Region may, from time-to-time review, revise and update this document.

Any revisions to this document will require the approval of the Director of Waste Management Services or designate.

**Appendix A: Dimensions of Waste Collection Vehicles and Containers**

The following table illustrates typical vehicle dimensions for a typical waste collection vehicle. The dimensions are approximate and may vary from actual. All measurements are in metres:

Vehicle Type	Length	Width	Height	Turning Radius
Multi-Residential Recycling Collection (side loaded by driver)	10.76 m	2.77 m	<ul style="list-style-type: none"> <li>• 3.69 m to top of cab</li> <li>• 5.08 m with bucket up</li> </ul>	11.50 m
Multi-Residential Front-end Waste	9.85 m	2.77 m	<ul style="list-style-type: none"> <li>• 4.31 m to top of cab</li> <li>• 7 m with forks extended</li> </ul>	11.50 m
Curbside Waste and Organic Rear Packer (hand bombed)	11.54 m	2.77 m	3.69 m	13.00 m
Curbside Recycling Side Packer (hand bombed)	10.46 m	2.98 m	3.85 m	13.00 m

The following figure illustrates a typical lift and tip of a front-end vehicle.

**COLLECTION VEHICLE USED FOR FRONT-END GARBAGE RECEPTACLES**

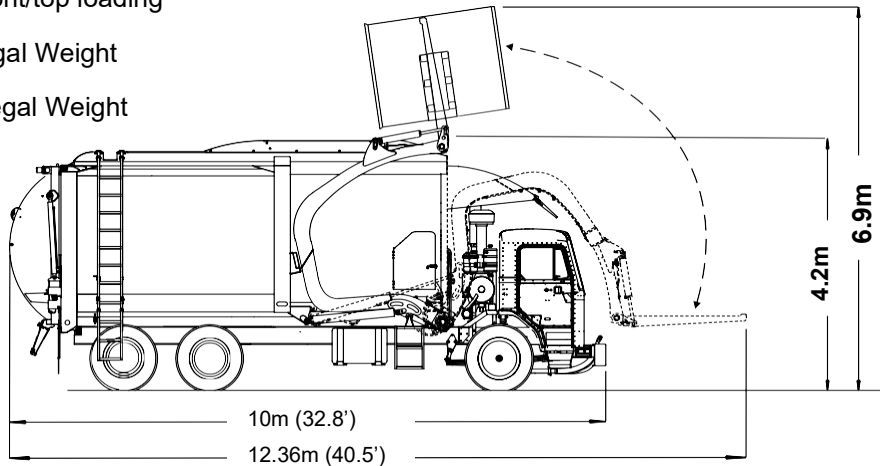
Example: SU9/medium size trucks front/top loading

7,300 kg (16,094 lbs) - Front Axle Legal Weight

17,000 kg (37,479 lbs) - Rear Axle Legal Weight

**Dimensions:**

- **Length:** 10 m (collection 12.36 m)
- **Width:** 3.15 m
- **Height:** 4.2 m (collection 6.9 m)



\*Note: front-end collection bins contain protruding side brackets to facilitate lifting by collection truck lift arms. Extra space on either side of such bins has been incorporated into the recommended footprint column for space planning purposes.

\*\*Note: height of front-end collection bins does not include castors (wheels), which are optional on bins and could add 6 to 8 inches.

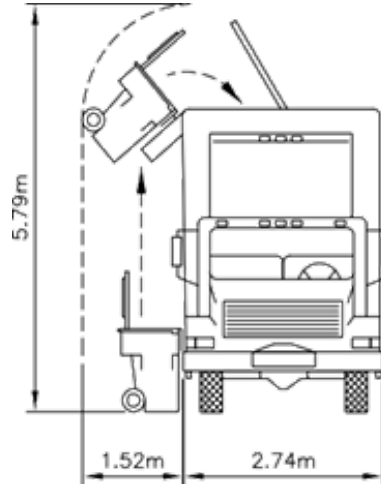
The following illustrates the motion of multi-residential organics cart recycling collection vehicle.

**ORGANICS CART RECYCLING**

Example: SU9/medium size trucks side loading

**Dimensions**

- **Length:** 10.67 m
- **Width:** 2.74 m (collection 4.26 m)
- **Height:** 4.27 m (collection 5.79 m)



Front-end forklift vehicle capacity	Length	Width	Height**	Recommended Footprint
65 Gallon (246 L)	0.68 m 2.24 ft	0.68 m 2.23 ft	1.09 m 3.58 ft	1 cubic m 3.3 ft x 3.3 ft
2 Cubic Yard Bin	1.82 m 6.0 ft	0.91 m 3 ft	0.91 m 3 ft	2 m x 1.2 m 6.5 ft x 4 ft
3 Cubic Yard Bin	1.82 m 6.0 ft	1.03 m 3.4 ft	1.21 m 4.0 ft	2 m x 1.4 m 6.5 ft x 4.5 ft
4 Cubic Yard Bin	1.82 m 6.0 ft	1.37 m 4.5 ft	1.22 m 4.0 ft	2 m x 1.7 m 6.5 ft x 5.5 ft
6 Cubic Yard Bin	1.82 m 6.0 ft	1.82 m 6.0 ft	1.6 m 5.25 ft	2 m x 2.1 m 6.5 ft x 7 ft
8 Cubic Yard Bin	1.82 m 6.0 ft	2.1 m 7.0 ft	1.82 m 6.0 ft	2 m x 2.4 m 6.5 ft x 8 ft

**Appendix B: Determine Access Route for Collection Vehicles and Turn Radius**

A waste collection vehicle needs to safely enter and exit a site to provide municipal waste collection services. Insufficient space for the vehicle to move in and out of an area, poses a risk to pedestrians and vehicular traffic. Design guidelines are summarized to assist in developing the footprint where waste can be collected safely.

Element	Design Guideline
Access In/Out	Collection vehicles when entering a private roadway, must have clear visibility into the collection point where set-out occurs. The collection vehicle must move in a forward motion to collect. Once collection is complete, the truck may maneuver with a three-point turn either on a t-turn or cul-de-sac but must generally move in a forward motion. Reversing onto the public roadway or oncoming traffic is not permitted unless a spotter is present, and the Region has approved the method.
Roadway	Must meet municipal and regional road requirements ensuring clear site lines with a minimum width of 6.5 meters throughout.
Slope	Slope into site must not exceed 6 per cent and area where bins are placed for collection must be less than 1 per cent and ensure bins do not roll.
Under route	If a collection vehicle must travel over an underground parking garage or any underground utility service, the road must meet or exceed the ability to handle the weight of a fully loaded waste collection vehicle. Engineering report will be required on file to validate strength of structure.
Overhead clearance	Minimum vehicle clearance along route must be 7 meters. Internal building collection is permitted but design of collection point must adhere to width, height and tipping dimensions of a front-end waste vehicle and convex mirrors to enable clear visibility to exist the area.
Turning radius	Provide the collection vehicle a minimum turning radius of 13 metres to face of curb throughout the entire access route.

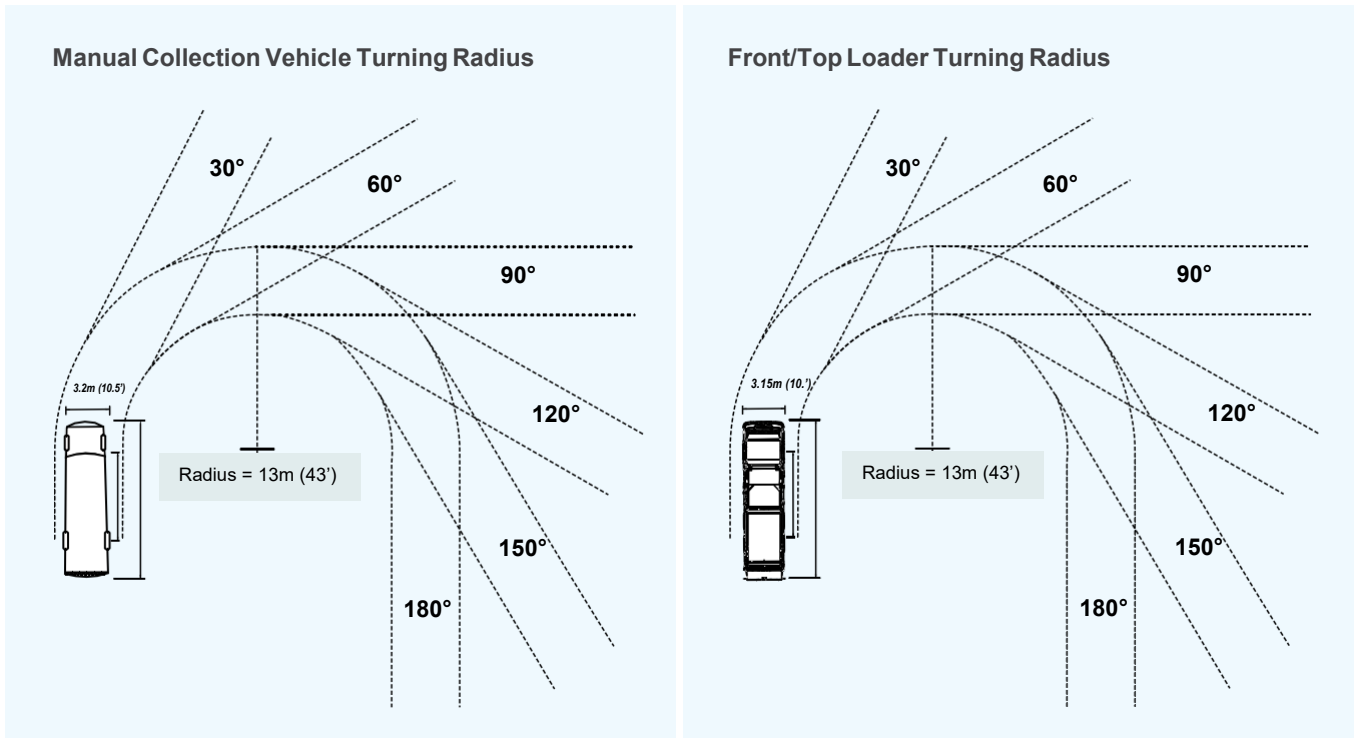


Figure 1 Collection Vehicle Turning Radius

**Appendix C: Dimensions for a "T" Turnaround**

Measurements of road width are pavement to pavement. Rolling curbs are considered additional width and not roadbed.

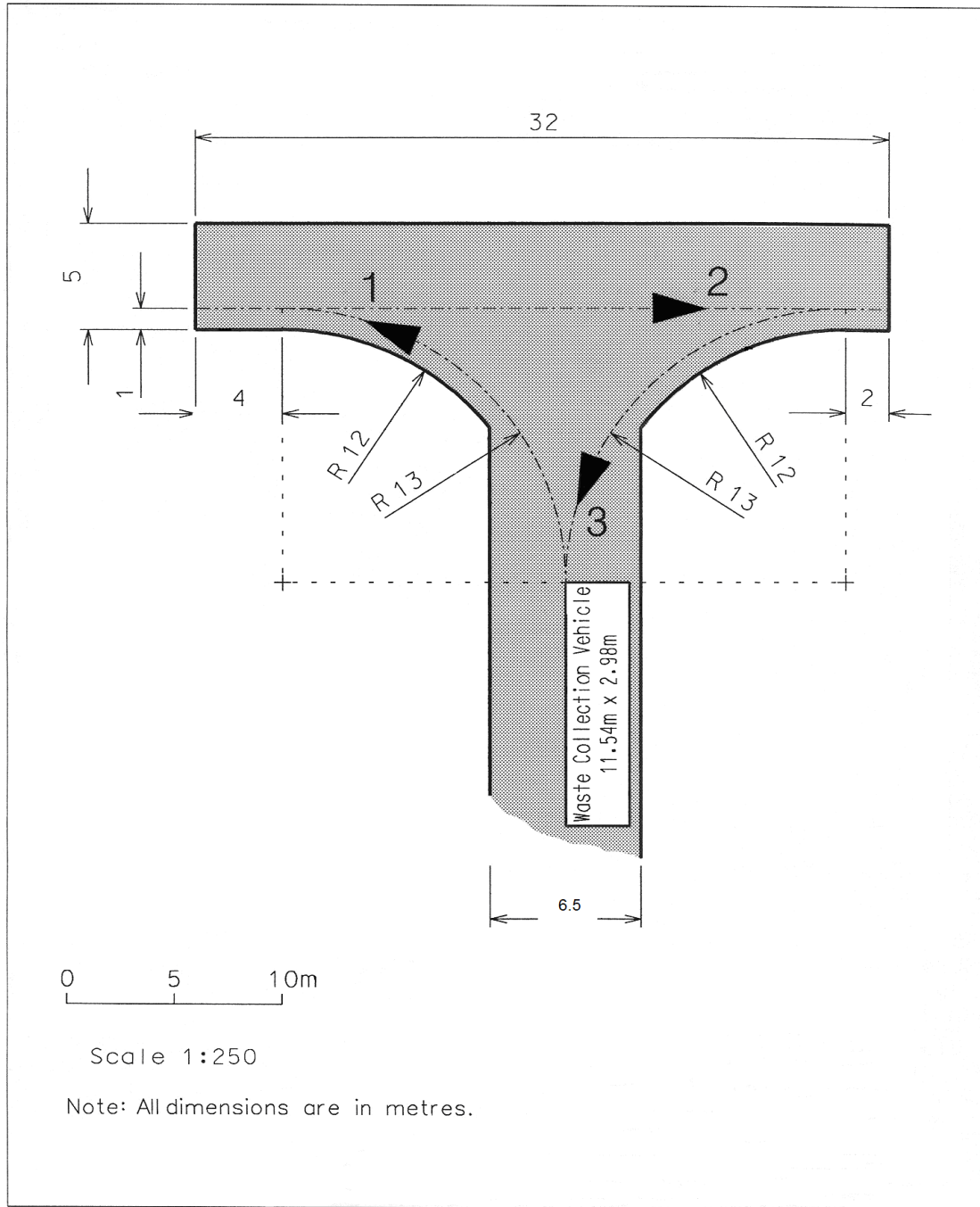


Figure 2 Dimensions for a "T" Turnaround

### Appendix D: Dimensions for a Cul-de-sac Turnaround

Measurements of road width are pavement to pavement. Rolling curbs are considered additional width and not roadbed. The internal radius is measured from the centre point of the cul-de-sac to the face of the curb.

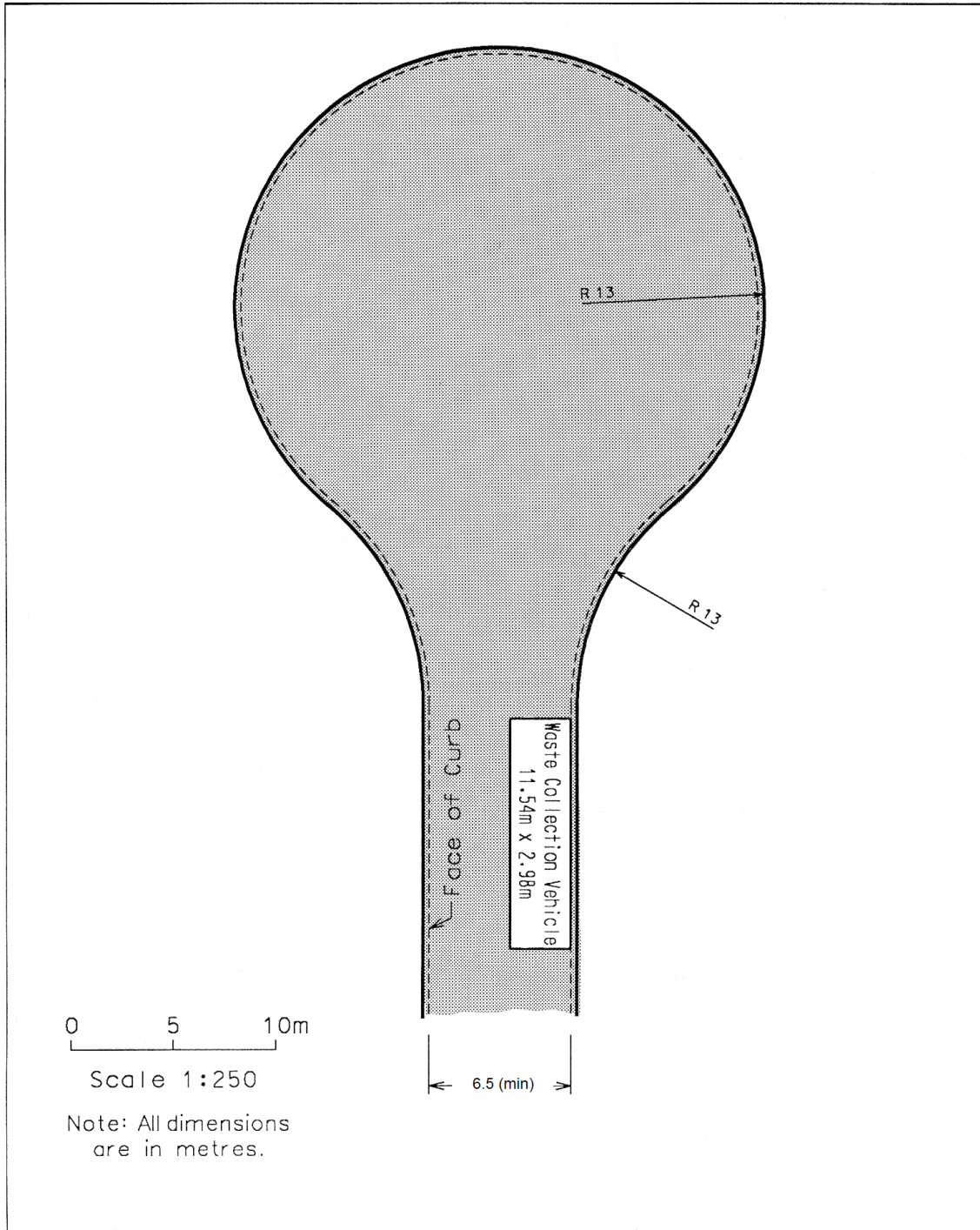


Figure 3 Dimensions for a Cul-de-Sac Turnaround



**Appendix E: Checklist for Waste Collection Staff – Services on Private Property**

Completed by Region or waste contractor staff during site review of a new application. \_\_\_\_\_(initials)

ADDRESS REVIEWED: \_\_\_\_\_ DATE: \_\_\_\_\_

**General Site Requirements**

**Confirmed (Y/N)**

The property owner designed and constructed proper and safe residential waste handling systems for their residents on private property including access routes, storage facilities, collection areas, and access to a public road. Reversing onto a public roadway or oncoming traffic is not permitted unless a spotter is present and the Region has approved the method.	
The design of the collection area and the access road, as outlined in this document, is provided exclusive of any onsite parking spaces. No Parking signs have been installed.	
All containers used for source separation of waste are securely stored inside until the scheduled collection day, and a system is confirmed that bins are returned to the storage area following collection.	
Private access roads have been constructed of a suitable material such as asphalt or concrete and structurally adequate to prevent damage by and support of a fully loaded garbage collection vehicle of approximately 30 tonnes.	
Road width is equal to or greater than 6.5 meters throughout the route measuring from pavement to pavement and turn radius is no less than 13 meters.	

**High Rise Buildings ONLY:** For multi-storey residential high rise buildings with more than 6 units, waste collection design and services are to be as follows:

**a) Storage Checklist**

**Confirmed (Y/N)**

Internal garbage and recycling storage room(s) have sufficient size to accommodate all required garbage and recycling containers. Such space provides for easy access and movement of containers to and from the storage room. The storage room must be ventilated, well lit, rodent-proof and separated from the living space, and meet or exceed local zoning By-laws, building and fire codes;	
Appropriate location ensures a safe and clean environment around the waste collection areas and access routes for residents. Property owners or onsite designate confirm they can actively promote waste diversion programs onsite as a means of reducing garbage;	
The storage room has a roll up overhead door a minimum size of 4.0 metres wide and 4.0 metres high, leading to the collection area.	

<p>Property owner/manager/designate responsible will move all garbage, recycling, organic waste storage containers to the designated collection point on the designated collection day(s). Front-end collected garbage containers that cannot be accessed from within the collection vehicle will not be collected.</p>	
<p>Large multi-storey residential development sites greater than 30 units must mechanically compact garbage waste. Waste handling systems must include separate containers for organics, Blue Box materials and garbage.</p>	
<p>If equipped with a chute system, an adequately sized chute system (designated: garbage, organics, containers, papers) exists adjacent to the building elevators, or an acceptable equivalent location, and residents can source separate waste prior to sending it down the chute system.</p>	
<p>A waste enclosure is present for bulky goods collection adjacent to and separate from the garbage and organics bins to enable material to be separate from residual waste for bulky-good collection is provided.</p>	

**b) Collection Area Checklist**

**Confirmed (Y/N)**

<p>The collection area is directly accessible to the garbage and organics collection vehicles on private property with direct and safe access entering in a forward motion from, and once collection is complete, exiting to the public road.</p>	
<p>The collection area is level with the access roadway and consists of a level concrete pad and apron with a minimum width of 3.0 meters for every garbage bin and 1 metre for every recycling bin. Sufficient space on the concrete pad enables the waste vehicle to complete collection operations. The minimum depth of the collection area is 3 metres.</p>	
<p>The collection area has bollards or curbs to prevent the containers from rolling.</p>	
<p>The collection vehicle is able to empty and return containers to the waste collection area without requiring containers to be shuffled either manually or mechanically.</p>	
<p>The collection area is clear of all obstructions and clearly marked as a NO STOPPING area.</p>	
<p>In the collection area, an overhead clearance of 7 metres is provided and no obstructions such as wires, balconies and trees are visible.</p>	
<p>Where the requirement for a continuous drive-through access and exit cannot be met, a "T" type turnaround is provided that includes the length of the collection vehicle plus the length. Specification listed in Appendix C.</p>	

**c) Access Routes Checklist**

**Confirmed (Y/N)**

The internal roadway is a minimum of 6.5 metres in width, uses a minimum of 13 metres in turning radii and the approach to the collection area is designed with a minimum of 18 metres straight approach.	
Where the access route used by the waste collection vehicle travels over the deck of an underground parking garage, the applicant has provided a letter to the Region, certified by an Engineer that confirms the structural capability of the deck to support the weight and vibrations of a fully loaded waste collection vehicle.	
The internal roadway permits forward movement. Continuous drive through access is preferred.	

**Townhouse/ Single Family Properties ONLY:** For single family dwellings and multi-residential townhouse type developments with an internal private road network or unassumed road, waste collection design and services are to be as follows:

**a) Storage Area Checklist**

**Confirmed (Y/N)**

The development can accommodate waste material storage inside the single family dwellings and/or internal road type townhouse units.	
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**b) Collection Area Checklist**

The waste collection area is along the internal access route of the development in front of each and every dwelling unit. Residents can properly place their waste materials out for waste collection on the designated day of the week.	
The collection area is clear of all obstructions and clearly marked as a “No Stopping” or “No Parking” area.	
Along the collection access route and in the collection area, an overhead clearance of 7 metres is provided from all obstructions such as wires, balconies and trees.	

**c) Access Routes Checklist**

**Confirmed (Y/N)**

The internal road layout is designed to permit continuous collection.	
The internal roadways is a minimum of 6.5 metres in width and a minimum of 13 metres in turning radii measured curb-to-curb.	
Where a continuous drive-through route cannot be achieved, a “T” type turnaround or cul-de-sac type turnaround is provided. Refer to specifications in Appendix C and D.	
The internal access route is designed to structurally withstand the weight of fully loaded waste collection vehicles.	
Where the access route used by the collection vehicle travels is over the deck of an underground parking garage, a letter to the Region and/or Municipality, certified by an Engineer that confirms the structural capability of the deck to support a fully loaded waste collection vehicle has been provided.	

START SERVICE RECOMMENDED: YES /NO IF **YES**, START DATE: \_\_\_\_\_