


# Waste Management Plan

<b>Building Address:</b>	21 Sanford Ave N.			
<b>Owner:</b>	Hamilton East Kiwanis Non-Profit Homes Inc.			
<b>Version:</b>	1.00	<b>Date:</b>	4 March 2026	

## Purpose

*The purpose of this Waste Management Plan is to describe how waste is managed within the building in a safe, orderly, and compliant manner. The Plan outlines procedures for the collection, storage, and disposal of garbage, recycling, organic waste, bulk items, and other waste streams in accordance with City of Hamilton requirements.*

## Legislative and Regulatory Compliance

*This Waste Management Plan demonstrates compliance with:*

- *City of Hamilton Property Standards By-law 23-162; and*
- *City of Hamilton Solid Waste Management By-law 20-221.*

*Building owners, operators, and landlords are responsible for ensuring all waste management practices meet applicable municipal requirements.*

## Waste Streams

*The building provides for the proper management of the following waste types:*

- *Garbage*
- *Bulk waste and oversized items*
- *Other regulated or special waste, as applicable*

## Collection Schedule

*Waste collection is coordinated in accordance with the City of Hamilton's approved collection schedule.*

- *Collection dates and times for garbage, recycling, organic waste, and other waste types are communicated to staff and residents.*
- *A garbage chute is located on each floor for regular kitchen and bathroom waste.*
- *Staff rotate the bins and place them out for collection Monday and Thursday mornings.*
- *City of Hamilton waste collection staff or contractors do not operate before 7:00 a.m. and generally complete collection by 6:00 p.m.*
- *To comply with the City's Noise By-law, no loading or waste handling activities are*

*conducted after 10:00 p.m. or before 7:00 a.m.*

## **Waste Storage and Sorting Areas**

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*The building does not provide waste storage or sorting areas.*

## **Bulk Waste and Excess Materials**

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*A process is in place to manage bulk items, debris, excess garbage, recycling, or other waste between scheduled collections.*

- *A waste bin is located in the parking lot for pet waste and other waste materials that will not fit into the garbage chute or is likely to cause a blockage in the chute or damage the compactor below.*
- *The waste bin is not for large bulk items or furniture. Tenants may submit a service request for a bulk pick-up.*
- *Kiwanis staff will arrange with the City of Hamilton. The tenant will be advised of the scheduled pick-up date. Bulk items can be placed at the collection area between 7:00 p.m. on the evening before collection and before 7:00 a.m. on the collection day.*
- *Bulk items found in and around the property or placed in the collection area outside of the stated times or without a confirmed pick-up date, will be removed by a contractor and may result in a chargeback to the tenant.*

## **Signage and Resident Information**

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*To support waste sorting and disposal:*

- *Posters are displayed in common areas showing the location of waste sorting areas and providing clear instructions on how materials should be sorted.*
- *Educational materials are consistent with City of Hamilton guidelines.*
- *Sample signage and educational resources may be obtained from [hamilton.ca/apartmentwaste](http://hamilton.ca/apartmentwaste).*

## **Roles and Responsibilities**

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**HEK** is responsible for implementing and maintaining this Waste Management Plan, coordinating waste collection, and ensuring compliance with municipal requirements.

**Residents** are responsible for properly sorting and disposing of waste in accordance with posted instructions and building policies.

**Contractors and Service Providers** must follow building procedures and applicable bylaws when handling waste.

## **Monitoring and Review**

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*This Waste Management Plan will be reviewed periodically and updated as required to reflect changes to City of Hamilton bylaws, collection practices, or building operations.*