


Waste Management Plan

Building Address:	38 Hayden			
Owner:	Hamilton East Kiwanis Non-Profit Homes Inc.			
Version:	1.00	Date:	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*
- *Recycling*
- *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 contractor collects all waste materials and places at the collection area between 7:00 p.m. on the evening before collection and before 7:00 a.m. on the collection day. Regular collection day is Tuesday.*
- *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

The building does not provide a designated waste sorting, there is a garbage room on the main floor and recycle bins at the back door to support proper disposal practices.

- *Tenants may place their household waste in the garbage room between collection days.*
- *The locations of waste sorting areas, bins, and receptacles are clearly identified and maintained in and around the building.*
- *Waste storage areas are kept clean, accessible, and free of obstructions to ensure safe use and efficient collection.*

Bulk Waste and Excess Materials

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

- *Bulk items are not placed in the garbage room.*
- *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

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.*

Roles and Responsibilities

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

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.