



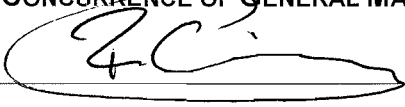


To: Public Works and Transportation Committee **Date:** May 9, 2014
From: Tom Stewart, ASCT.
Director, Public Works **File:** 10-6370-03-01/2014-
Vol 01
Re: Multi-Material BC Program - Post Collection Arrangements

Staff Recommendation

1. That the Chief Administrative Officer and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services with Sierra Waste Services Ltd. (in accordance with the May 9, 2014 Staff Report entitled "Multi-Material BC Program – Post Collection Arrangements" from the Director, Public Works (the "Staff Report")) to establish a recycling materials consolidation facility under the terms outlined in the Staff Report.
2. That additional funding for the consolidation facility in the amount of \$140,000 plus applicable taxes for one-time costs, and related service costs per tonne of approximately \$320,000 annually be approved, with funding from the Sanitation and Recycling provision.

Tom Stewart, ASCT.
Director, Public Works
(604-233-3301)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

At the April 28, 2014 meeting, Council considered the attached staff report (Attachment 1) regarding implementation of the Multi-Material BC recycling program. In approving a number of implementation items, Council also directed:

“That staff evaluate options, alternatives and costs associated with addressing the operational and logistical challenges associated with the current designated post-collection site for Richmond, and report back to Council.”

This report addresses the referral and provides details and information on an approach to consolidate Richmond’s recycling material for transport to the post-collection site.

Analysis

Background

The City joined the Multi-Material BC (MMBC) program to provide enhanced recycling services to residents commencing May 19, 2014. In the April 15, 2014 staff report, a concern was identified regarding the significant distance and travel time requirements to the designated post collection site for delivering Richmond’s recycling materials (Cascades Recovery Inc./Green By Nature [“GBN”] at 12345 104 Avenue, Surrey). In accordance with Council direction on this issue, a letter has been sent to key representatives at MMBC expressing this concern and urging MMBC to establish a site in closer proximity to Richmond. Discussions between City and MMBC staff will continue separately on this important issue.

Post Collection via a Consolidation Facility

To manage the post collection aspect in the interim and to support the program launch on May 19, 2014, staff recommend materials be consolidated at a location in Richmond, and then bulked and transported to the GBN site in Surrey. This is the most cost-effective and efficient approach which will ensure no impact to service levels for residents. Otherwise, it would be necessary to add additional collection vehicles at significantly higher costs.

To establish the consolidation facility, it is proposed to add this service to the City’s existing service contract with Sierra Waste Services Ltd. (“Sierra”) with the following business terms:

1. Sierra Waste Services Ltd. will deliver all recycling materials to Urban Impact Recycling Ltd.’s (“Urban Impact”) facility at 15360 Knox Way in Richmond.
2. Sierra will work with Urban Impact to create a distinct area at Urban Impact’s facility for Richmond’s recycling materials only (required to meet MMBC program requirements) with designated areas for the separate storage of paper, glass and mixed containers. The capital cost to the City for creation of this separate consolidation area is \$140,000 plus applicable taxes.

3. Sierra will arrange with Urban Impact to bulk load and then transport all Richmond recycling materials to MMBC's designated post-collection site, (i.e. Cascades Recovery Inc. located at 12345 104th Avenue, Surrey, BC), and require that MMBC requirements for material transportation, loading, unloading, weighing, record keeping, reporting of data, etc. be adhered to.
4. The terms of this arrangement will be for the period May 19, 2014 – December 31, 2017 (to coincide with the expiry of the existing solid waste/recycling contract term), subject to cancellation upon 180 days termination notice provided by either party, or 180 days notice if the City no longer requires the consolidation facility at Urban Impact.
5. Payment of material consolidation and transportation costs based on a provided unit price per tonne, at a total estimated annual amount of \$320,000 (pro-rated 2014 amount of \$200,000). The City will pay this amount to Sierra, who will in turn contract with and pay Urban Impact directly.
6. In the event of termination of the consolidation facility arrangement, the City will be rebated a portion of the \$140,000 capital cost paid under Item 2, less a termination payment of \$1,460/month for each month remaining in the contract.
7. In the event of a change in the post-collection service arrangement (e.g. MMBC directed change in location, change in operational delivery requirements, etc.), this arrangement is subject to review and negotiation on mutual agreement between the City and Sierra.

This proposed consolidation arrangement will ensure that enhanced recycling services under the new MMBC program can be effectively launched on May 19th, and will ensure no negative impact to service levels for residents. The proposed arrangement also provides reasonable termination provisions to permit cancellation or adjustments based on continued discussions with MMBC regarding Richmond's concerns with the post-collection site they have designated for the City's recycling materials.

Financial Impact

The proposed consolidation arrangement requires additional capital costs of \$140,000 plus applicable taxes, plus estimated annual amounts of approximately \$320,000 (pro-rated in 2014 to \$200,000). It is proposed that the funding source for these additional costs be from the sanitation and recycling provision.

Conclusion

There are outstanding issues to be resolved with MMBC regarding the designated post-collection site for Richmond's recycling materials. These discussions will continue. In the interim, to ensure the new recycling program can be effectively launched on May 19, 2014, this report proposes that a consolidation facility be established in Richmond under the City's existing Residential Solid Waste and Recycling Collection Services contract with Sierra Waste Services Ltd. (Contract T.2988).

May 9, 2014

- 4 -

A handwritten signature in black ink, appearing to read "S. Bycraft", with a long horizontal flourish extending to the right.

Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)

Att. 1: April 15, 2014 staff report, "Multi-Material BC Program Implementation"

Attachment 1

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	Date:	April 15, 2014
From:	Tom Stewart, ASCT. Director, Public Works	File:	10-6370-03-01/2014- Vol 01
Re:	Multi-Material BC Program Implementation		

Staff Recommendation

1. That the Chief Administrative Officer and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to or replacement of Contract T.2988, Residential Solid Waste & Recycling Collection Services with Sierra Waste Services Ltd. (in accordance with the April 7, 2014 Staff Report entitled "Multi-Material BC Program Implementation" from the Director, Public Works (the "Staff Report")), to:
 - a) include acquisition, storage, assembly, labelling, delivery, and related tasks for the bags, containers and carts associated with implementation of the program changes and added recycling materials to be collected under the terms of the City's agreement with Multi-Material BC per Section 1, Item a) of the Staff Report;
 - b) remove the processing and marketing components from the scope of work and incorporate other changes described in Section 1, Item b) of the Staff Report, effective May 19, 2014;
 - c) modify the scope of work as described in Section 1, Item c) of the Staff Report to collect glass as a separate recycling stream, newsprint and mixed paper products as one combined stream, and collect an expanded scope of recycling materials as defined by Multi-Material BC as Packaging and Printed Paper for all residents serviced by the City for recycling services under Contract T.2988, effective May 19, 2014;
 - d) add administrative provisions to address the requirements of the contract with MMBC, as described in Section 1, Item d) of the Staff Report;
 - e) revise the annual contract amount to approximately \$6,391,841.26 (depending on contract variables such as required added equipment, inflationary and unit count increases), effective May 19, 2014.
2. That additional funding for the remaining portion of the 2014 Sanitation and Recycling budget be approved at the estimated amount of \$650,000 and that full program funding in the estimated amount of \$1,040,000 be included in the 2015 utility budget process for Council's consideration.

4196769

CNCL - 526

Attachment 1 (Cont'd)



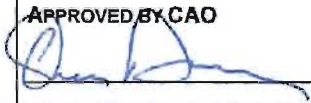
April 15, 2014

- 2 -

3. That a letter be sent to Allan Langdon, Managing Director of Multi-Material BC (MMBC), expressing concern regarding the negative operational and financial impacts associated with the current designated post-collection site (located in Surrey) for Richmond's recycling materials, and that MMBC be urged to establish a site within closer proximity to Richmond.
4. That staff evaluate options, alternatives and costs associated with addressing the operational and logistical challenges associated with the current designated post-collection site for Richmond, and report back to Council.



Tom Stewart, AScT.
 Director, Public Works
 (604-233-3301)
 Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Attachment 1 (Cont'd)

April 15, 2014

- 3 -

Staff Report**Origin**

In November, 2013, Council agreed to join the Multi-Material BC (MMBC) program in order to provide enhanced recycling of paper and packaging materials for single family and multi-family residents, commencing May 19, 2014. This arrangement requires contractual amendments to the City's existing service contract T.2988 with Sierra Waste Services Ltd.

This report provides details on the required contractual amendments and provides a progress update on implementation activities.

Analysis

As background, the City has engaged Sierra Waste Services Ltd. under Contract T.2988 – Residential Solid Waste and Recycling Collection Services until December 31, 2017. In accepting the incentive offer from MMBC, the City is assuming the role of contractor to MMBC for the collection of recycling materials. However, Sierra Waste Services Ltd. will remain the City's contractor who provides the services on the City's behalf. From the public's perspective, the only apparent service related changes are the separate collection of glass, a change in sorting requirements for newspaper and mixed paper items, and an increase in the range of materials which will be accepted for recycling in both the blue box and blue cart (multi-family) recycling programs.

Contract T.2988 is a multi-service contract for curbside garbage, organics and large item collection services, as well as curbside/blue box and multi-family/blue cart recycling services. It is the curbside and multi-family recycling services components of this contract that are impacted as a result of the City entering into an agreement with MMBC.

1. Summary of Contractual Amendments Required to Contract T.2988

Changes impacting the City's agreement with Sierra Waste Services Ltd. are in the areas of start up costs, processing and marketing, expansion to the scope of work, and items of a general administrative nature.

- a) **Start Up Costs:** To meet MMBC's requirements for the separate collection of glass, new receptacles are required for residents with blue box service and new carts are required for multi-family residents. To meet the May 19, 2014 launch date, it is recommended that Sierra Waste Services Ltd. acquire, store, assemble, label and deliver these items on behalf of the City. Delivery will also include related items developed and provided by the City (educational materials, re-usable recycling bags, etc.).

The change in sorting requirements and expanded scope of recycling materials to be added also necessitates that all multi-family recycling carts be re-labelled as part of educating and communicating new program information to residents. It is proposed that Sierra Waste Services also undertake the required cart re-labelling work on the City's behalf. The estimated cost of the start up cost items and associated activities by Sierra Waste Services is up to \$520,000. Funding for these start up costs was previously approved by Council.

4196769

CNCL - 528

Attachment 1 (Cont'd)

April 15, 2014

- 4 -

- b) Processing & Marketing: Under existing Contract T.2988, the City pays Sierra Waste for processing all recycling materials collected and the City is, in turn, paid commodity revenues for the sale of recycling materials based on commodity market pricing. Under the City's agreement with MMBC, MMBC now assumes all rights, revenues, etc. associated with processing and marketing all recycling materials (and have contracted Green By Nature to process and market these materials on their behalf).

As a result of this change:

- i. The processing and marketing aspects of the City's agreement with Sierra Waste Ltd. must be removed and the contractor be compensated for any resulting lost revenue;
- ii. Provisions must be included to address changes by MMBC in the location of the designated processing facility;
- iii. Mechanisms to ensure a transparent and equitable process for the contractor to work with the City to identify alternative processing and marketing arrangements in the event of dissolution of the agreement with MMBC (i.e. MMBC contract stipulates a 180 day termination for convenience clause).

The noted changes result in increased costs to the City for contract compensation and lost opportunity for revenues from the sale of recycling commodities. This is outlined in the Financial Impact section of this report.

- c) Expanded Scope of Work: There are a number of requirements under the MMBC agreement which will result in changes to the scope of work under Contract T.2988:
- i. Newspaper and mixed paper products will be combined into one "Paper Products" stream. This will necessitate that a separate, larger bag be provided to residents for placing all their paper items (replacing the current Blue and Yellow Bags). Existing collection vehicles must be modified to accommodate this combined paper products stream.
 - ii. Glass must now be collected separately. This will require that a new receptacle be provided to residents for separating their glass jars and bottles, and the contractor to modify the collection vehicles and collection process to collect the glass as a separate stream.
 - iii. Additional materials are being added to the program, which requires that additional equipment be added to accommodate the increased volume. A sample list of materials to be added to the program includes the following. A full list per the City's agreement with MMBC is contained in *Attachment 1*:
 - Paper and plastic drink cups
 - Milk cartons (including soy, rice milk and cream cartons)
 - Aseptic containers (soup, broth, sauce, etc. containers)
 - Plastic bakery trays and packaging (plastic egg cartons, deli trays, muffin and sandwich containers, etc.)

4196769

CNCL - 529

Attachment 1 (Cont'd)

April 15, 2014

- 5 -

- Plastic pill bottles, including vitamins, personal care products, cosmetic containers, etc.
- Plastic pails, such as laundry detergent and ice cream buckets.
- Plastic lids and garden pots, plastic hinged containers (e.g. diaper wipes)
- Food and solvent spray cans, hairspray, deodorant, wax and polish spray cans
- Spiral wound cans (e.g. frozen juice, cookie dough, coffee, nuts)

At this early stage, it is difficult to predict the additional volume which will result from the significantly expanded range of items residents will be able to recycle. It is recommended that flexible and transparent language be incorporated into Contract T.2988 to be conservative but allow for additional equipment if required to meet volume demands.

The noted changes result in increased costs to the City for contract compensation associated with additional equipment requirements. A minimum of two trucks will need to be added, with the ability to add additional equipment or trucks at a rate to be negotiated with Sierra Waste Services Ltd. if required to meet volume demands in order to maintain service levels.

Associated costs are outlined in the Financial Impact section of this report.

- d. Administrative Requirements: The MMBC agreement contains a number of items where it would be prudent for the City to incorporate language in Contract T.2988 to identify avenues to address:
- i. Changes requested by MMBC (which cannot be refused unless technically not feasible to carry out).
 - ii. Compliance with MMBC policies and standards.
 - iii. Contingency planning.
 - iv. Record keeping and reporting requirements.
 - v. Confidentiality requirements.
 - vi. Intellectual property - proprietary rights owned by MMBC.
 - vii. Indemnity and insurance provisions.
 - viii. Service level failure credits.

The language will be structured in a manner that provides for transparency in addressing any potential items impacting cost, without transferring financial risk to the contractor. Any issues which arise that result in increased costs would be reported to Council for consideration.

4196769

CNCL - 530

Attachment 1 (Cont'd)

April 15, 2014

- 6 -

2. *Update on Implementation Activities*

The MMBC program will be launched on May 19, 2014. A key factor that the City was only recently informally notified of (on April 7, 2014) by Green By Nature (the organization selected by MMBC to manage their post-collection system) is that the designated processing site for delivery of Richmond's recycling materials will be the Cascades Recovery Inc. site at 12345 – 104 Avenue in Surrey. This has operational and financial impacts beyond those projected in this report due to longer travel distances and delivery wait times than that currently required since the City's recycling materials are now delivered to Urban Impact on Knox Way in Richmond. This will also have further impacts to the terms and costs of the City's contract with Sierra Waste Services Ltd. beyond that identified in this report. Other impacts include increases emissions associated with longer travelling distances and idling/wait times.

With this information only recently being made available, staff will begin identifying potential alternatives and options for how to most efficiently and cost-effectively manage delivery of the City's recycling materials to the Cascades site. This information will be reported back to Council separately. In the interim, staff recommend that Council express the City's concern to MMBC about the distant location of the designated processing site for Richmond, and urge that MMBC establish a location in closer proximity to the City.

In terms of the May 19, 2014 launch date, a number of measures are underway in an effort to launch the City's program to coincide with the MMBC program implementation timeframe. This will mean three key changes for residents with both blue box and multi-family (blue cart) collection services as outlined below.

Residents with Blue Box Service

- a) *Newsprint and Paper Products Now Combined:* To accommodate the requirements of MMBC for a single paper stream, residents will be provided with a separate, larger yellow bag in which to place all their newsprint and paper products into a new "Mixed Paper" re-usable plastic bag. Residents may continue to use up any existing supply of blue and yellow bags or may bring these bags to the Recycling Depot to be recycled.
- b) *Separate Collection of Glass Jars and Bottles:* A separate, smaller grey box will be provided for residents to separate glass jars and bottles for recycling. Residents will be asked to place the grey box at curbside, along with their blue box and new yellow "Mixed Paper" bag on their recycling collection day. These receptacles will be emptied into a separate compartment on the recycling truck and returned to be re-used by residents.
- c) *Expanded Materials Accepted for Recycling:* Residents will be asked to place their remaining recycling materials PLUS the additional materials being added by MMBC in their existing blue box. Residents may use a second blue box, if required. Alternatively, taller/larger blue boxes (22 gallons vs. the 16 gallon capacity standard blue box) will be stocked and available at the Recycling Depot, should residents require or wish to use a larger capacity blue box to hold sufficient volumes of their recycling materials.

Attachment 1 (Cont'd)

April 15, 2014

- 7 -

These items, along with program educational material, are targeted for delivery to residents during the first two weeks of May. Collection of the new items will commence on residents' first collection day during the week of May 19th.

Attachment 2 contains an overview of the program changes for residents with blue box service.

Residents with Blue Cart Service

The program changes for residents with central recycling services in blue carts (multi-family) will principally mirror that of the blue box program:

- a) *Newsprint and Paper Products Now Combined:* Existing recycling carts currently for "Newsprint" and "Paper Products" will be re-labelled to combine both into "Mixed Paper" cart/s.
- b) *Separate Collection of Glass Jars and Bottles:* A separate (generally smaller) cart will be provided for the separate collection of glass. Consideration of the cart size provided will be based on estimated volumes, available space, etc.
- c) *Expanded Materials Accepted for Container Recycling:* The remaining carts will be re-labelled for all remaining containers PLUS the new items being added through the MMBC program.

These changes will be undertaken commencing the first two weeks in May, with collection of the new materials commencing the week of May 19th.

The costs for the receptacles/one-time costs associated with MMBC program launch requirements are addressed in the Financial Impact section of this report.

Financial Impact

One-Time: The one-time costs for activities to be undertaken by Sierra Waste Services on the City's behalf (i.e. acquisition and delivery of boxes and carts associated with this implementation) are estimated at \$520,000. Council previously approved these funds from the Sanitation & Recycling provision (Project 41597).

Operating: As noted in this report, there are increased annual operating costs impacting the 2014 and future budgets for contracted as well as City costs. Total annual costs (based on 2014 rates and unit count data) are provided in the following table. These amounts will be pro-rated in 2014 to correspond with the planned May 19th commencement date of this program. These amounts are exclusive of applicable taxes. As previously noted, these costs do not include the impacts associated with the longer travel distances that will be required for delivery of Richmond's recycling materials to the designated processing site in Surrey. These costs could range anywhere between \$250,000 - \$750,000 annually, depending on whether a consolidation/transfer facility can be arranged, or if multiple additional trucks will need to be added.

MMBC Revenue: Under the agreement with MMBC, the City is paid a market clearing price for providing services on behalf of MMBC (\$38.50/unit for blue box service, and \$23.75/unit for multi-family blue cart/central collection service). MMBC may deduct any service level failure

4196769

CNCL - 532

Attachment 1 (Cont'd)

April 15, 2014

- 8 -

credits and other amounts from their payment, however, none are assumed in the financial analysis which follows.

Recycling Cost Under MMBC Agreement		
Description	Estimated Total Annual	2014 Projected Costs (Start Date May 19, 2014)
Financial Incentive		
MMBC Incentive	(\$2,316,242)	(\$1,440,512)*
Costs		
Additional Cost Items - MMBC		
Net Additional Contract Costs	\$454,409	\$282,605*
City Costs	\$285,000	\$177,247*
Loss of Commodity Revenue	\$300,520	\$186,899*
Total additional Costs - MMBC	\$1,039,929	\$646,751*
Current Recycling Net Fixed Costs	\$2,018,208	\$2,018,208
Total Costs under MMBC Agreement (Total Additional Costs - MMBC plus Current Recycling Net Fixed Costs)	\$3,058,137	\$2,664,959
Net City Costs (MMBC Financial Incentive less Total Costs under MMBC agreement)	\$741,895	\$1,224,447

* These costs are prorated based on the MMBC program start date of May 19, 2014

Recycling Cost Comparison Under MMBC Agreement vs Existing Next Fixed Cost		
Description	Estimated Total Annual	2014 Projected Costs (Start Date May 19, 2014)
Net City Costs	\$741,895	\$1,224,447
Total Existing Net Fixed Costs	\$2,018,208	\$2,018,208
Variance	(\$1,276,313) ¹	(\$793,761)
One Time costs		\$520,000
Net Cost Savings in 2014		(\$273,761)

¹Based upon estimated volumes of recyclables collected and a local processor identified by MMBC.

As described in the table, by entering into agreement with MMBC, the City incurs additional expenses for contractual change requirements and loss of recycling material revenues. The City in turn receives a financial incentive from MMBC for providing the service on their behalf. The net result is that the City's costs, after the MMBC financial incentive, are expected to be approximately \$740,000 per year, which represents a savings of approximately \$1.27 million annually. Net cost savings in 2014 are modest due to the May 19th launch date and one-time implementation costs, or approximately \$273,000. These amounts are consistent with previous staff calculations.

Attachment 1 (Cont'd)

April 15, 2014

- 9 -

The costs identified above are reflective of program-specific costs for the blue box and multi-family recycling programs. They do not include other recycling programs and services provided by the City or existing staffing/administration costs.

Conclusion

This report highlights the operational, financial and contractual changes required to implement the City's agreement with MMBC effective May 19, 2014. Under this new program, residents will be asked to sort and prepare their recycling materials in a different manner, and will be able to recycle a significantly greater volume of materials. While there are cost increases associated with this new program, the City will receive incentive funding from MMBC through which the City's overall annual costs will be reduced by approximately \$1.27 million over existing costs. Savings in 2014 are not as significant due to the incentive not being received until launch (May 19, 2014) and as a result of start up costs associated with this program. These savings are exclusive of additional costs the City will incur associated with delivery of recycling program materials to the designated post-collection facility in Surrey. This matter will be further reviewed and reported back to Council.

Overall, the packaging and printed paper stewardship program (administered on behalf of industry by MMBC) is a progressive step to enhance producer responsibility programs for a greater range of materials. The City, by entering into agreement with MMBC for this program, will receive incentive funding from industry through MMBC to apply to the cost of operating these and other recycling programs in general. It is also an important step toward advancing waste diversion objectives, as the City and region work to achieve 70% waste diversion by 2015.



Suzanne Bycraft
Mgr, Fleet & Environmental Programs
(604-233-3338)

SJB:

- Att. 1: List of Packaging and Printed Paper Items from MMBC Agreement
2: "To/From" Changes for Residents with Blue Box Service

Attachment 1 (Cont'd)

April 15, 2014

- 10 -

Attachment 1

List of Packaging and Printed Paper Items from MMBC Agreement

Material Type	Examples of PPP Accepted	Examples of PPP Not Accepted
Category 1 – Printed Papers		
Newspapers	Daily and community newspapers	
Newspaper Inserts	Newsprint advertising inserts and flyers	
Magazines	Daily, weekly, monthly magazines; travel or promotional magazines	
Catalogues	Retailer product catalogues; automotive and real estate guides/catalogues	
Telephone Directories	Phone books; newsprint directories	
Other Printed Media	Notepads; loose leaf paper; non-foil gift wrap	
Residential Printed Paper	White or coloured paper for general use, printers and copiers	
Miscellaneous Printed Papers	Blank and printed envelopes; greeting cards	
Category 2 – Old Corrugated Cardboard (OCC)		
Old Corrugated Cardboard	Grocery store/liquor store boxes; pizza boxes	
Category 3 (a) – Other Packaging (containing liquids when sold)		
Paper Cup (hot) (polycoated liner)	Non-foam paper cups	
Paper Cup (hot) (biodegradable liner)	Non-foam paper cups	
Paper Cup (cold) (waxed)	Non-foam paper cups	
Paper Cup (cold) (2-sided polycoated)	Non-foam paper cups	
Polycoated Milk Cartons	Milk, soy, rice milk and cream cartons	
Aseptic Containers	Milk, soy, rice milk, cream, soup, broth and sauce containers, typically about 1 litre in size	
Multi-laminated Paper Packaging	Microwavable paper containers; paper bowls/cups for soup	
Category 3 (b) Other Paper Packaging (not containing liquids when sold)		
Old Boxboard (OBB)	Cereal boxes; shoe boxes; tissue boxes; paper towel and toilet paper tubes; detergent boxes	
Wet Strength Boxboard	Carrier boxes for soft drink containers; some frozen food paper packaging	
Moulded Pulp	Egg cartons; formed coffee take out trays; paper based flower pots	
Kraft Papers	Paper bags	
Polycoated Boxboard	Some frozen food packaging	

4196769

CNCL - 535

4229060

PWT - 38

Attachment 1 (Cont'd)

April 15, 2014

- 11 -

Attachment 1 (Cont'd)

Category 6 – Other Plastic Packaging		
PETE Bottles (non-beverage)	Salad dressing bottles; edible oil bottles; dish soap or mouthwash bottles; window cleaners	
PETE Jars	Peanut butter containers; wide-mouth jars for nuts	
PETE Clamshells	Bakery trays; pre-made fruit and salad packaging; egg cartons	
PETE Trays	Single serve meals; deli and bakery items; housewares and hardware products	
PETE Tubs & Lids	Plastic lids for some containers	
PETE Cold Drink Cups	Take-out drink cups	
HDPE Bottles (non-beverage)	Shampoo bottles; milk jugs; spring water containers; bleach containers; vinegar containers; windshield washer fluid containers; pill bottles	
HDPE Jars	Personal care products; pharmaceuticals, vitamins and supplements containers	
HDPE Pails	Laundry detergent, ice cream pails	Pails for lubricants
HDPE Trays	Single serve meals; deli and bakery items; housewares and hardware products	
HDPE Tubs & Lids	Plastic lids for spreads and dairy containers	
HDPE Planter Pots	Plastic garden pots	
PVC Bottles	Water bottles; travel sized personal and hair care product bottles; household and automotive liquids containers	
PVC Jars	Peanut butter containers	
PVC Trays	Housewares and hardware products	
PVC Tubs & Lids	Plastic lids for some containers	
LDPE Bottles (non-beverage)	Hygienic, cosmetics and hair care	
LDPE Jars	Cosmetic containers	
LDPE Tubs & Jars	Plastic lids for spreads and dairy containers	
PP Bottles (non-beverage)	Butter and margarine containers; translucent squeeze bottles; travel sized personal and hair care product bottles	
PP Jars	Cosmetic containers	
PP Clamshells	Hinged containers e.g. sanitary wipes	
PP Trays	Single serve meals; deli and bakery items; housewares and hardware products	
PP Tubs & Lids	Large yogurt tubs; kitty litter containers; ice cream containers	
PP Cold Drink Cups	Some cold drink cups	

4196769

CNCL - 536

4229060

PWT - 39

Attachment 1 (Cont'd)

April 15, 2014

- 12 -

Attachment 1 (Cont'd)

Material Type	Examples of PPP Accepted	Examples of PPP Not Accepted
PP Planter Pots	Garden planter pots	
PS Bottles (non-beverage)	Pharmaceuticals, vitamin and supplements containers	
PS Clamshells (rigid)	Clear clamshell containers such as berry, muffin and sandwich containers	
PS Trays (rigid)	Clear rigid trays used for deli foods	
PS Tubs & Lids (rigid)	Dairy products tubs and lids	
PS Tubs & Lids (high impact)	Single serve yogurt containers	
PS Cold Drink Cups (rigid)	Clear rigid plastic drink cups	
PS Planter Pots	Some garden pots and trays	
Other ¹ Plastic Bottles (non-beverage)	Bottles without a resin code or with resin code #7	
Other Plastic Jars	Jars without a resin code or with resin code #7	
Other Plastic Clamshells	Clamshells without a resin code or with resin code #7	
Other Plastic Trays	Trays without a resin code or with resin code #7	
Other Plastic Tubs & Lids	Tubs & lids without a resin code or with resin code #7	
Category 7 – Metal Packaging		
Steel Cans (non-beverage)	Steel dog food and vegetable cans; metal lids and closures	
Steel Aerosol Cans	Food spray cans	
Spiral Wound Cans (steel ends)	Spiral wound containers for frozen juice, chips, cookie dough, coffee, nuts	
Aluminium Cans (non-beverage)	Cat food and other food cans	
Aluminium Aerosol Cans	Air freshener, deodorant and hairspray containers; food spray cans; wax and polish spray cans	
Aluminium Foil and Foil Containers	Foil wrap; pie plates; aluminium food trays	
Category 8 – Glass Packaging		
Clear Glass Bottles and Jars (non-beverage)	Food containers; ketchup bottles; pickle jars; jam and jelly containers; cosmetic jars	
Coloured Glass Bottles and Jars (non-beverage)	Cooking oils, vinegar bottles, cosmetic containers	

¹ 'Other' plastic packaging is typically: manufactured from a combination of recycled resins; manufactured with a barrier layer; or, lacking a resin code mark

Attachment 2



Attachment 1 (Cont'd)

April 15, 2014

- 14 -

Attachment 2 Cont'd)

YOUR EXPANDED BLUE BOX PROGRAM LET'S RECYCLE EVEN MORE!

Starting the week of May 19th, 2014, residents can recycle more household items using Richmond's Blue Box program. The newly expanded program includes multiple types of plastic containers, paper and plastic drink cups, milk cartons and flower pots, along with many more items.

We've made a few changes for easy recycling:

- Your **NEW** yellow Mixed Paper Recycling Bag is now for all paper products, including newspaper, cardboard and other paper
- Your **NEW** grey Glass Recycling Bin is for glass jars and bottles only
- Your Blue Box is for containers made from plastic, paper, tin and aluminium

Extra recycling? A larger Blue Box for containers is available at the Recycling Depot. Additional Mixed Paper Recycling Bags and Glass Recycling Bins are also available. Please call 604-276-4010 to order additional supplies, or pick them up at the following locations:

City Hall: 6911 No. 3 Road, open Monday to Friday from 8:15 a.m. to 5:00 p.m.
 Richmond Recycling Depot: 5555 Lynas Lane, open Wednesday to Sunday from 9:00 a.m. to 6:15 p.m.

All newsprint and paper items are combined into a new yellow Mixed Paper Recycling Bag



Glass jars & bottles are now separated into a new grey Glass Recycling Bin



Plastic bottles, tin & aluminium cans plus many new items go in your Blue Box



Environmental Programs Information Line: 604-276-4010
www.richmond.ca/recycle



4396769

CNCL - 539

Attachment 1 (Cont'd)

April 15, 2014


- 15 -

Attachment 2 (Cont'd)


USING YOUR EXPANDED RECYCLING SERVICE

The following guide highlights the many items accepted in recycling, how to sort them using the Blue Box, yellow Mixed Paper Recycling Bag and grey Glass Recycling Bin.


MIXED PAPER RECYCLING BAG – COMBINE ALL NEWSPRINT & PAPER PRODUCTS TOGETHER

ACCEPTED	HOW TO RECYCLE	NOT ACCEPTED
 <ul style="list-style-type: none"> ✓ Newspapers, inserts & flyers ✓ Flattened cardboard boxes ✓ Catalogues & magazines ✓ Cereal boxes ✓ Clean pizza boxes ✓ Corrugated cardboard (small pieces) ✓ Envelopes ✓ Junk mail ✓ Paper bags ✓ Paper egg cartons ✓ Paper gift wrap & greeting cards ✓ Telephone books ✓ Writing paper (Note pads, loose leaf paper, white or coloured paper, printed paper, plain & window envelopes, shredded paper.) 	<ul style="list-style-type: none"> • Remove plastic liners/covers • Remove any food residue • Flatten boxes • Place in Mixed Paper Recycling Bag • Cardboard is limited to one bundle per week. Bundle size: 3ft x 2ft x 4 in (90cm x 60cm x 10cm) <p><i>Note: Oversized/excessive amounts of cardboard can be dropped off at the City's Recycling Depot at 5555 Lynas Lane</i></p>	<ul style="list-style-type: none"> ✗ Cardboard boxes with wax coating ✗ Plastic bags used to cover newspapers/flyers ✗ Metallic wrapping paper ✗ Ribbons or bows ✗ Musical greeting cards with batteries ✗ Padded envelopes ✗ Plastic or foil candy wrappers

BLUE BOX FOR CONTAINERS – INCLUDES EXPANDED MATERIALS FOR RECYCLING

ACCEPTED	HOW TO RECYCLE	NOT ACCEPTED
 <ul style="list-style-type: none"> ✓ New! Aerosol cans & caps (food items, air fresheners, shaving cream, deodorant, hairspray) ✓ New! Microwaveable bowls, cups & lids ✓ New! Paper food containers & cartons (ice-cream, milk, liquid whipping cream) ✓ New! Plastic cold drink cups with lids ✓ New! Plastic containers, trays & caps (bakery containers & deli trays) ✓ New! Plastic and paper garden pots & trays ✓ New! Spiral wound paper cans & lids (frozen juice, potato chips, cookie dough, coffee, nuts, baby formula) ✓ Aluminium cans & lids ✓ Aluminium foil & foil containers (foil wrap, pie plates, food trays, etc.) ✓ Plastic bottles & caps (food items, condiments such as ketchup, mustard & relish, dish soap, mouthwash, shampoos, conditioners, etc.) ✓ Plastic jars & lids (margarine, spreads, dairy products such as yogurt, cottage cheese, sour cream, ice cream, etc.) ✓ Plastic tubs & lids ✓ Tin cans & lids 	<ul style="list-style-type: none"> • Remove labels • Remove food residue • Empty and rinse • Place in Blue Box 	<ul style="list-style-type: none"> ✗ Aerosol cans that carry a hazardous waste symbol for corrosive, poison or flammable products ✗ Aerosol cans that contained waxes, polishes, lubricating oils, solvents, insulating foam, pesticides ✗ Ceramic plant pots ✗ Containers for motor oil, or vehicle lubricant or wax products ✗ Foil-lined cardboard lids from take-out containers ✗ Garden hoses ✗ Plastic bags & wrap ✗ Plastic string or rope ✗ Spray paint cans ✗ Styrofoam materials

GLASS RECYCLING BIN – SEPARATE GLASS JARS & BOTTLES FROM OTHER CONTAINERS

ACCEPTED	HOW TO RECYCLE	NOT ACCEPTED
 <ul style="list-style-type: none"> ✓ New! Clear or coloured glass bottles & jars 	<ul style="list-style-type: none"> • Remove labels where possible • Remove food residue • Empty & rinse • Place in Glass Recycling Bin 	<ul style="list-style-type: none"> ✗ Glasses, dishes, cookware, window glass or mirrors ✗ Ceramic products • Lids (place lids in Blue Box)

For more information on Blue Box program recycling, and tips on how to reduce waste, visit www.richmond.ca/recycle.

PRINTED IN CANADA ON RECYCLED PAPER (100% POST CONSUMER CONTENT)

Issued: May 2014



4196769

CNCL - 540