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**CIF/SO Terms of Reference Year 7
(2022/2023)**



Residential Waste Composition Study

Results Summary Report

Revision 3 - April 9, 2024

Prepared for

The Continuous Improvement Fund

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APPENDIX A: Summary of Waste Audit Results

APPENDIX B: Waste Audit Category Definitions

1.0 INTRODUCTION

1.1 Background

AET Group Inc. (AET) was contracted by the Continuous Improvement Fund (CIF) to compile a report that summarizes the overall 2022/2023 waste composition results from six single-family residential curbside audits, one multi-family residential audit, and three residential drop-off depot audits. Kilogram per household per week (kg/hh/wk) and kilogram per unit per week (kg/unit/wk) generation rates are summarized by material type, season, and municipal group.

The municipalities audited fell into six of RPRA's nine municipal group classifications. The audit results include the following municipal groups: Large Urban, Urban Regional, Medium Urban, Rural Regional, Rural Depot North, and Rural Depot South. The remaining municipal groups that were not part of the 2022/2023 audit program include Small Urban, Rural Collection South, and Rural Collection North.

Year 7 (2022/2023) of the Residential Waste Composition Study Program was jointly funded by the CIF and Stewardship Ontario (SO), with additional support from the Carton Council of Canada and the Canadian Beverage Container Recycling Association. Visit <https://thecif.ca/centre-of-excellence/policy/waste-composition-studies/> for more information about the CIF/SO Residential Waste Composition Study Program and past reports.

2.0 APPROACH AND METHODOLOGY

2.1 Data Collection

Four seasonal 2-week audits were scheduled in each municipality over the study period (eight weeks total per municipality). The single-family curbside sample size was 100 households per municipality (10 sample areas of 10 households each). The sampled households were pre-selected and remained the same throughout all four seasonal audits. Sampled multi-residential buildings included different number of units for each municipality but the same buildings were audited each season.

The Depot sampling was designed to achieve a representative sample of material from an equivalent of 100 households' generation over a seven-day period (i.e. 700 household generation days) each season. Auditors were stationed at the depots during regular operating hours where they interviewed residents dropping off garbage and recycling. The auditors would ask the following:

- Is this from a permanent or seasonal residence?
- How many households of material is this from?
- What is the generation period of this material (i.e. how many days since your last waste disposal)?

The audit team collected samples until a minimum of 700 household generation days was received. Only residential household garbage and recycling material was accepted (i.e. no commercial, construction/renovation, bulky items).

The number of households sampled is adjusted to account for any hauler issues (e.g. material picked up by regular hauler before audit team arrival), resident opt-out, or seasonal drop off locations. Material categories were the same for all audits and were based on whether the materials were considered Obligated Blue Box materials or not under [O. Reg 391/21](#). As this approach to material classification differs somewhat from the one used in previous years,

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care should be taken by Municipalities when comparing the results in this report to past studies. Category Definitions are provided in Appendix B.

2.2 Calculations

The calculations used to analyze the waste audit results are as follows:

Total kg/hh/wk:

$$\left(\frac{\text{Total disposed weight (kg)}}{\text{Number of households sampled}} \right) \div \text{generation period (days)} \times 7 \text{ days}$$

Capture Rate:

$$\left(\frac{\text{Total Recycled (kg) or Composted (kg)}}{\text{Total Generated (kg)}} \right) \times 100\%$$

4-Season Average (kg/hh/wk):

$$\left(\frac{\text{Fall 2022 (kg/hh/wk)} + \text{Winter 2023 (kg/hh/wk)} + \text{Spring 2023 (kg/hh/wk)} + \text{Summer 2023 (kg/hh/wk)}}{4} \right)$$

There were two participating municipalities that only completed three of the four seasonal studies. In those cases, a 3-season average was used and calculated in a similar fashion.

3.0 RESULTS AND DISCUSSION

3.1 Single Family Residential Curbside Results

The following section summarizes the results of the waste composition calculations. Table 3.1 provides an overview of the waste collection details for the six municipal groups audited. The results are presented by primary material category, stream (garbage, recycling & organics, if applicable) as well as a cumulative total (all streams combined). Full detailed results can be found in Appendix A, including breakdown by material sub-category and acceptance criteria under O. Reg 391/21.

Table 3.1 Overview of Single-Family Collection Details

Municipal Group	Garbage		Recycling			Organics	
	Collection Frequency	Bag/ Container Limit	Collection Frequency	Type of Collection	Type of Recycling Receptacles	Organics Program in Place?	Collection Frequency
Large Urban A	Weekly	1 bags/container limit. Garbage tag allowed	Weekly	Two-Stream	Blue Box	Yes	Weekly
Urban Regional A	Bi-weekly	4 bags/container limit. Garbage tag allowed	Weekly	Two-Stream	Blue Box	Yes*	Weekly
Medium Urban A	Weekly	5 bags/container limit. Garbage tag allowed	Weekly	Two-Stream	Blue Box	No	N/A
Urban Regional B	Weekly	1 bags/container limit. Garbage tag allowed	Bi-weekly	Two-Stream	Blue Box	No	N/A
Rural Regional A	Weekly, some areas Bi-weekly	Cart System	Weekly, some areas Bi-weekly	Single-Stream	Cart System	No	N/A
Urban Regional C	Bi-weekly	Cart System	Bi-weekly	Single-Stream	Cart System	Yes	Weekly

*Urban Regional A organics was weighed curbside but not audited in detail.

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3.1.1 Large Urban A

The Large Urban A composition results are based on a municipality that has weekly garbage, weekly recycling and weekly organics collection. There is a set-out limit of one (1) bags/containers of garbage per collection. Any excess garbage must be tagged with a garbage tag and unlimited excess recycling can be set out next to their blue box. The recycling program is two-stream blue box collection, where residents set out their containers and fibres separately.

Figure 3.1 Large Urban A Garbage, Recycling & Organic Stream Breakdown (kg/hh/wk)

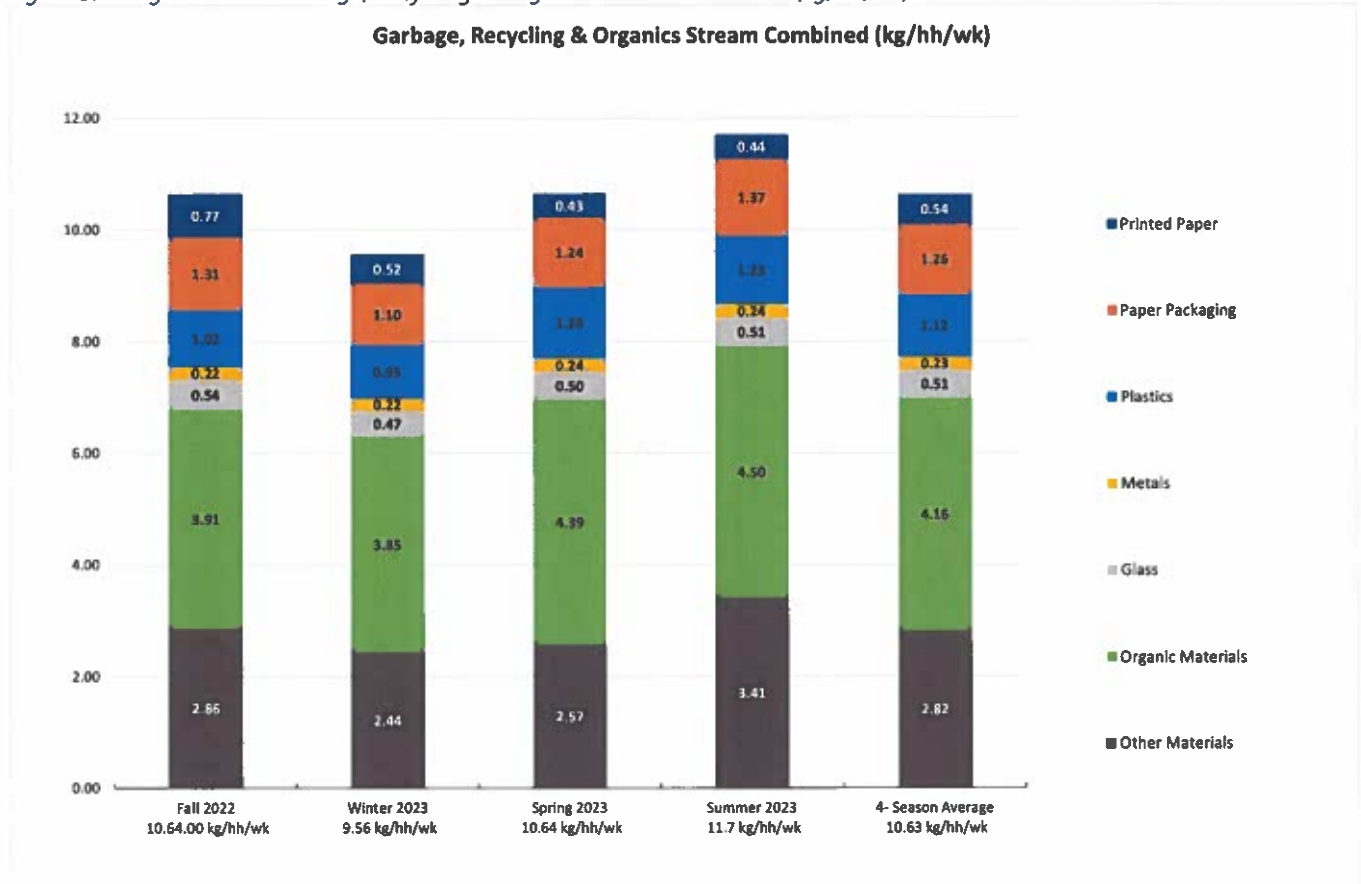
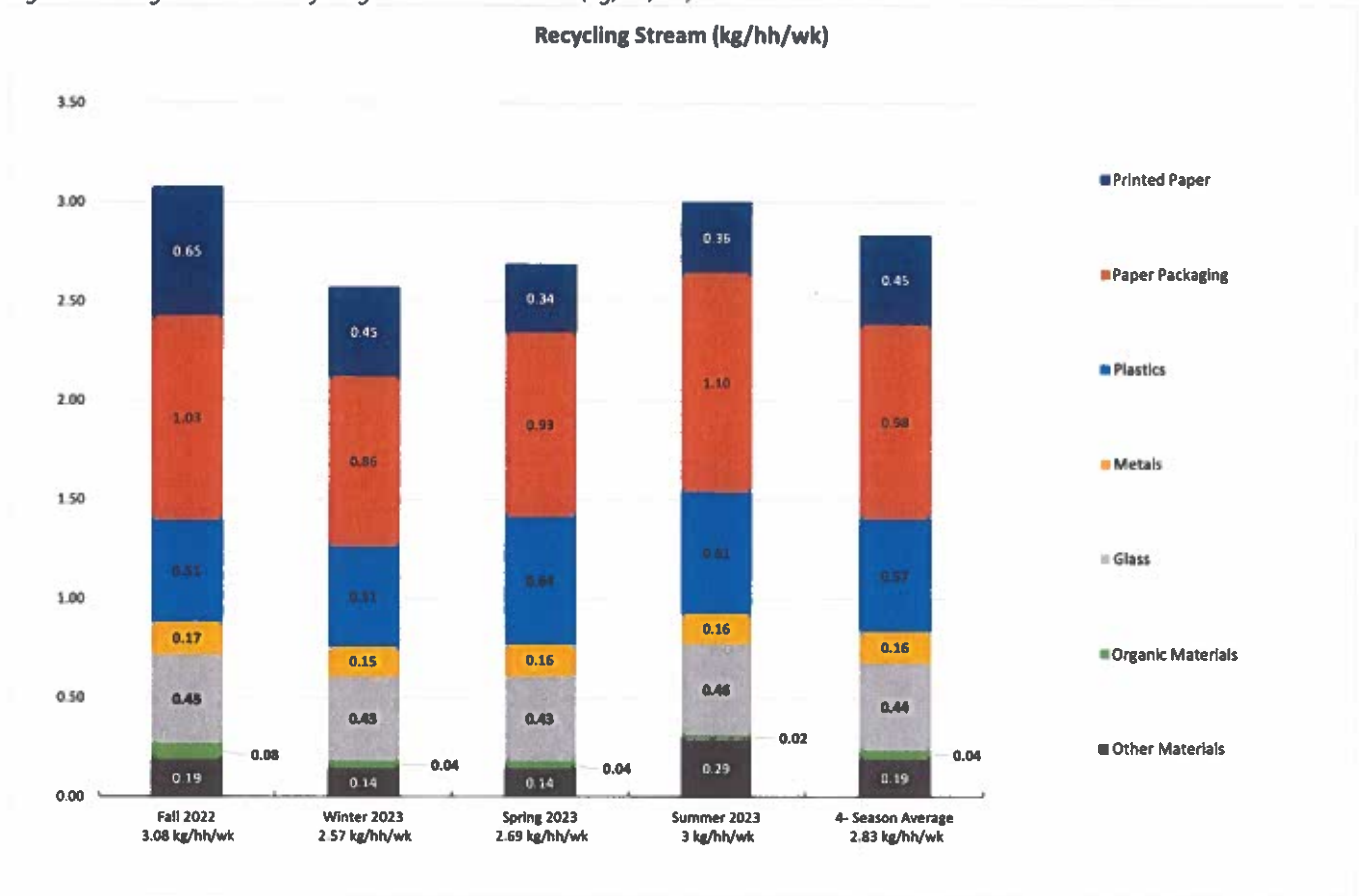


Figure 3.2 Large Urban A Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.3 Large Urban A Garbage Stream Breakdown (kg/hh/wk)

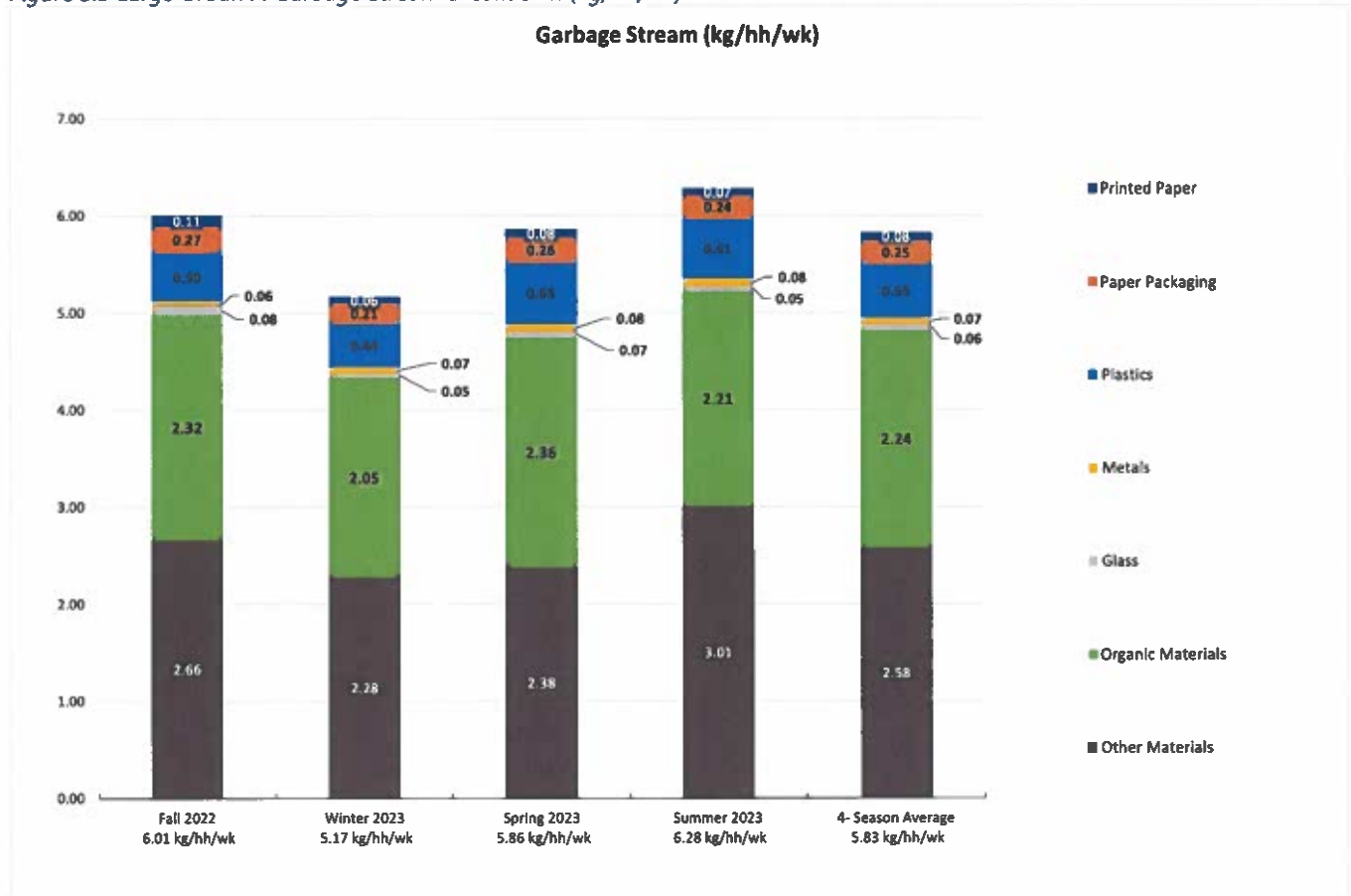
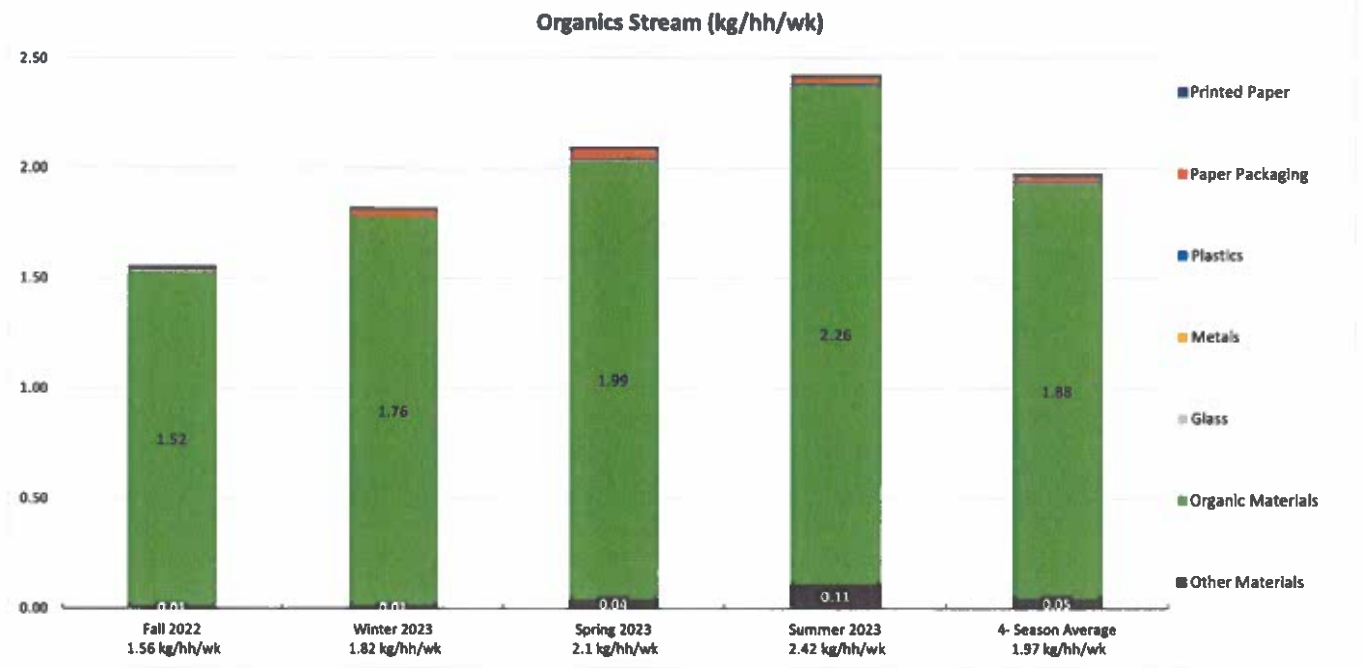


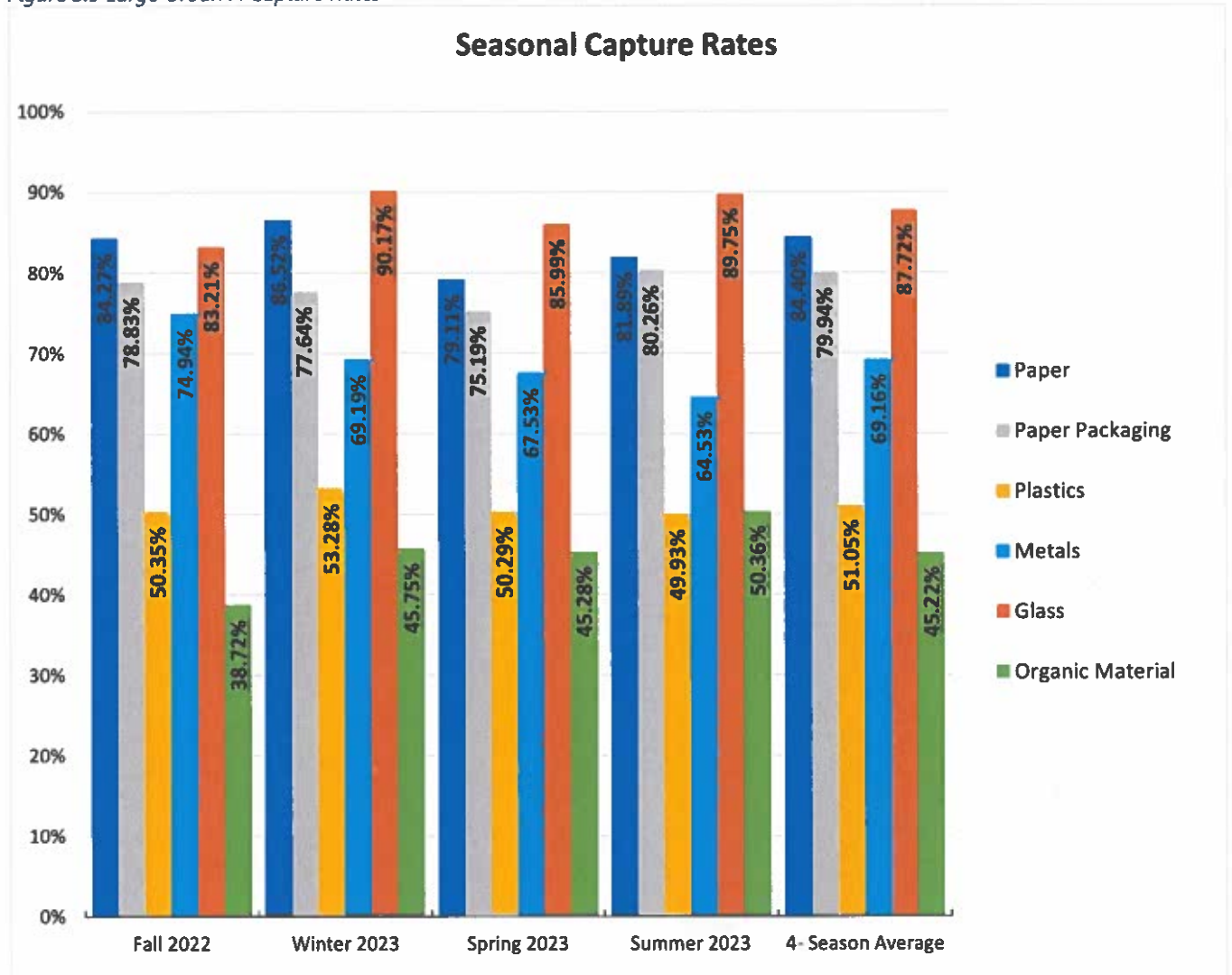
Figure 3.4 Large Urban A Organics Stream Breakdown (kg/hh/wk)



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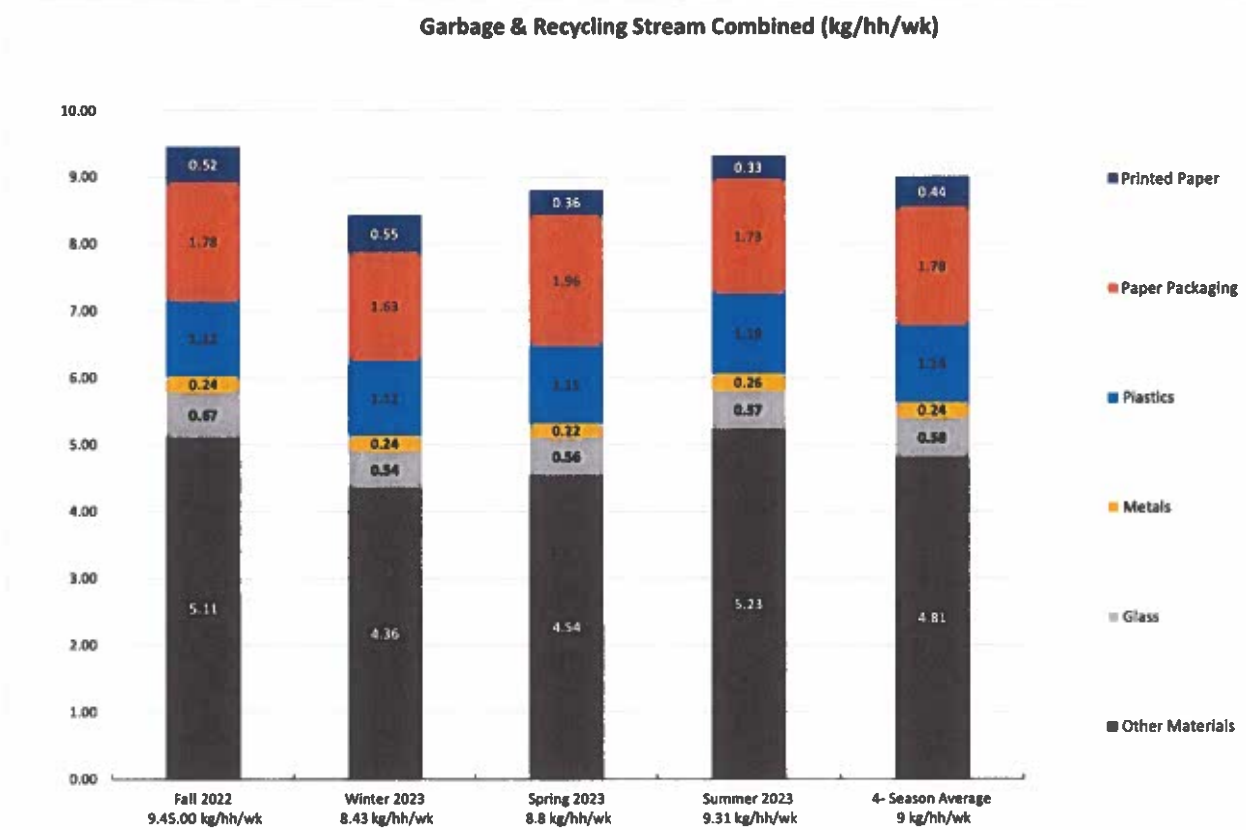
Figure 3.5 Large Urban A Capture Rates



3.1.2 Urban Regional A

The Urban Regional A composition results are based on a municipality that has bi-weekly garbage collection and weekly recycling and organics collection. There is a set-out limit of four (4) bags/containers of garbage per collection. Any excess garbage must be tagged with a garbage tag and unlimited excess recycling can be set-out next to their blue box. The recycling program is two-stream blue box collection, where residents set out their containers and fibres separately. Organics is collected on a weekly basis and a standard green bin is used. The organics material was not audited for this study.

Figure 3.6 Urban Regional A Garbage & Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.7 Urban Regional A Recycling Stream Breakdown (kg/hh/wk)

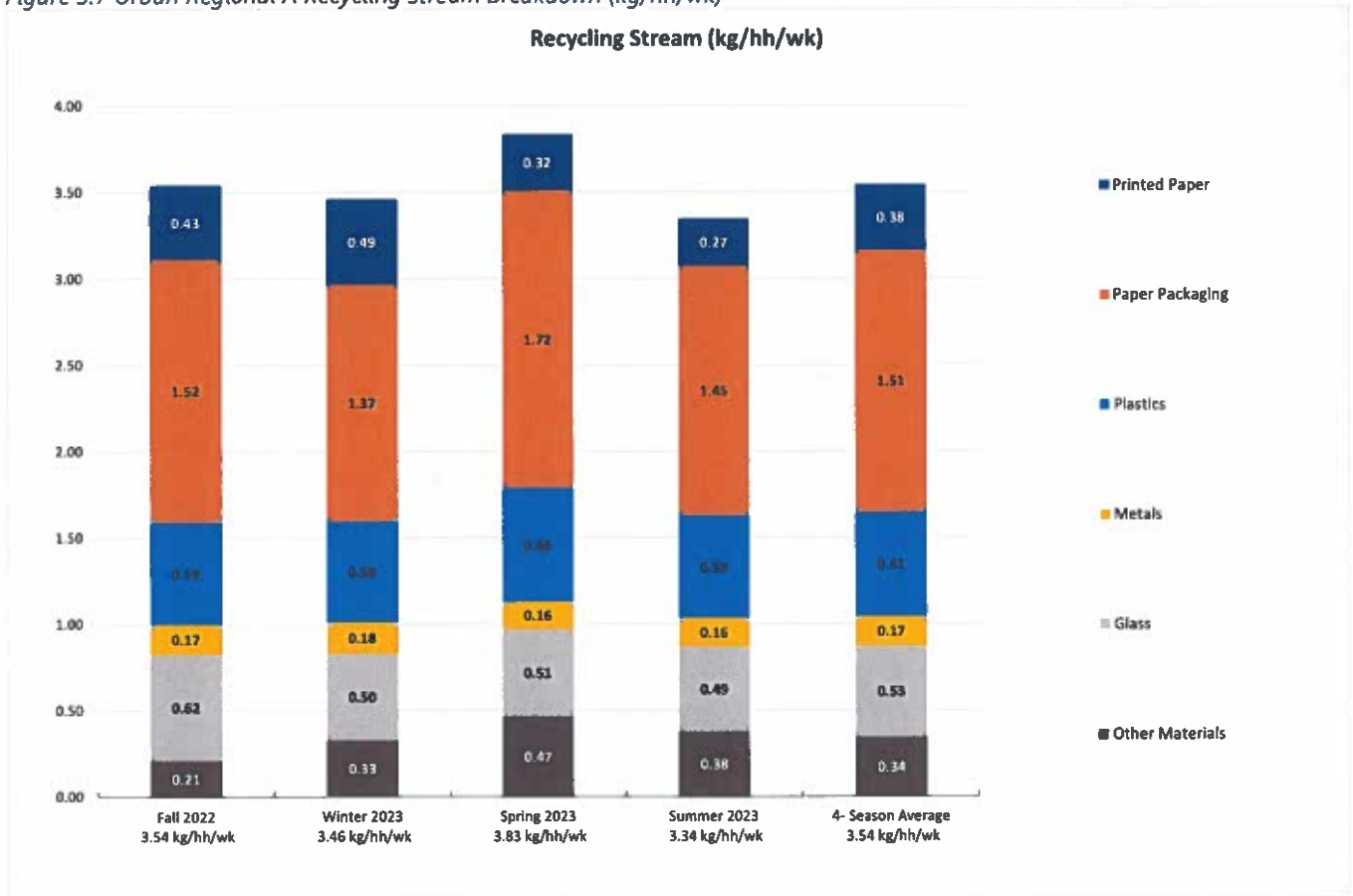
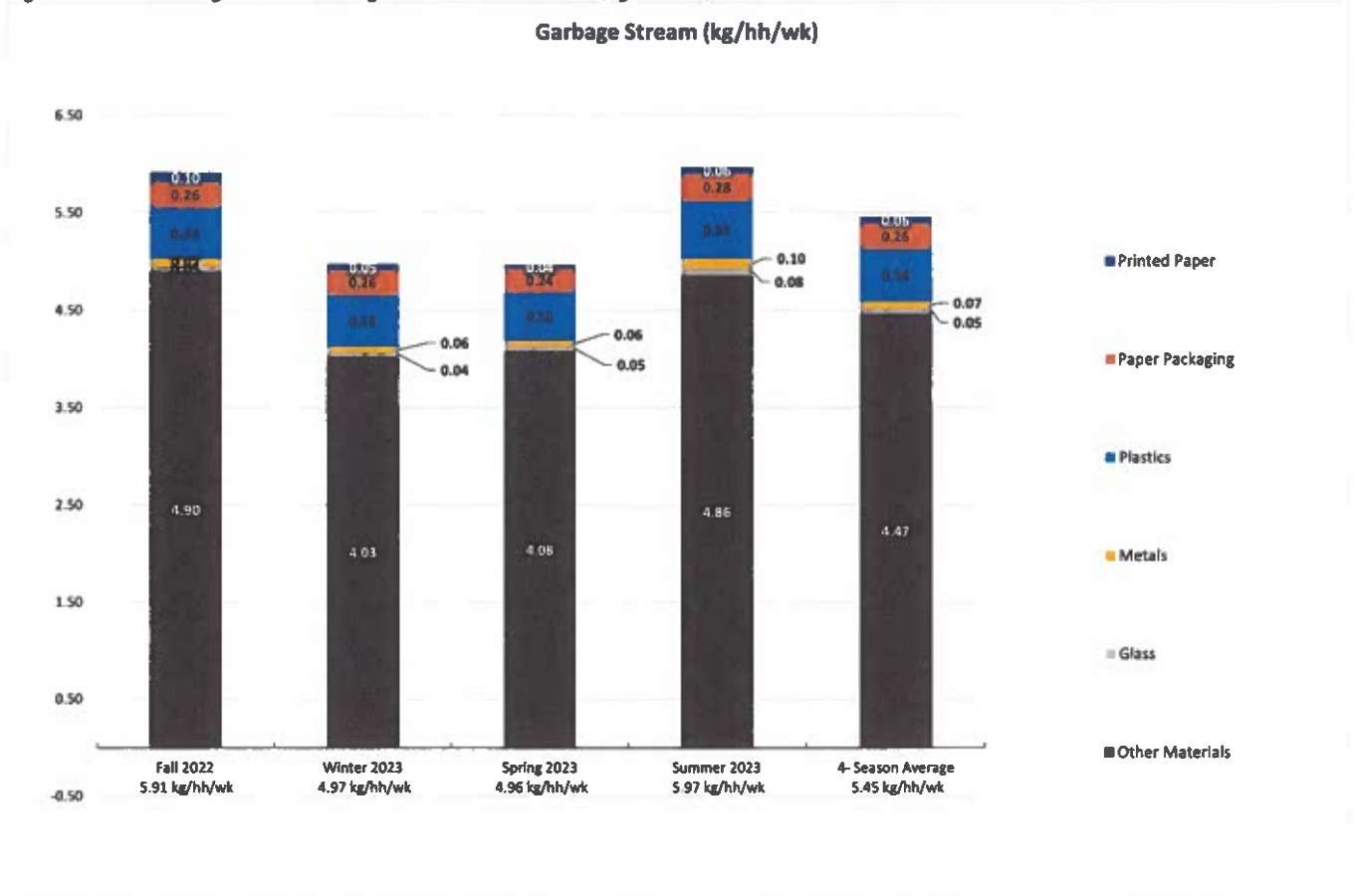


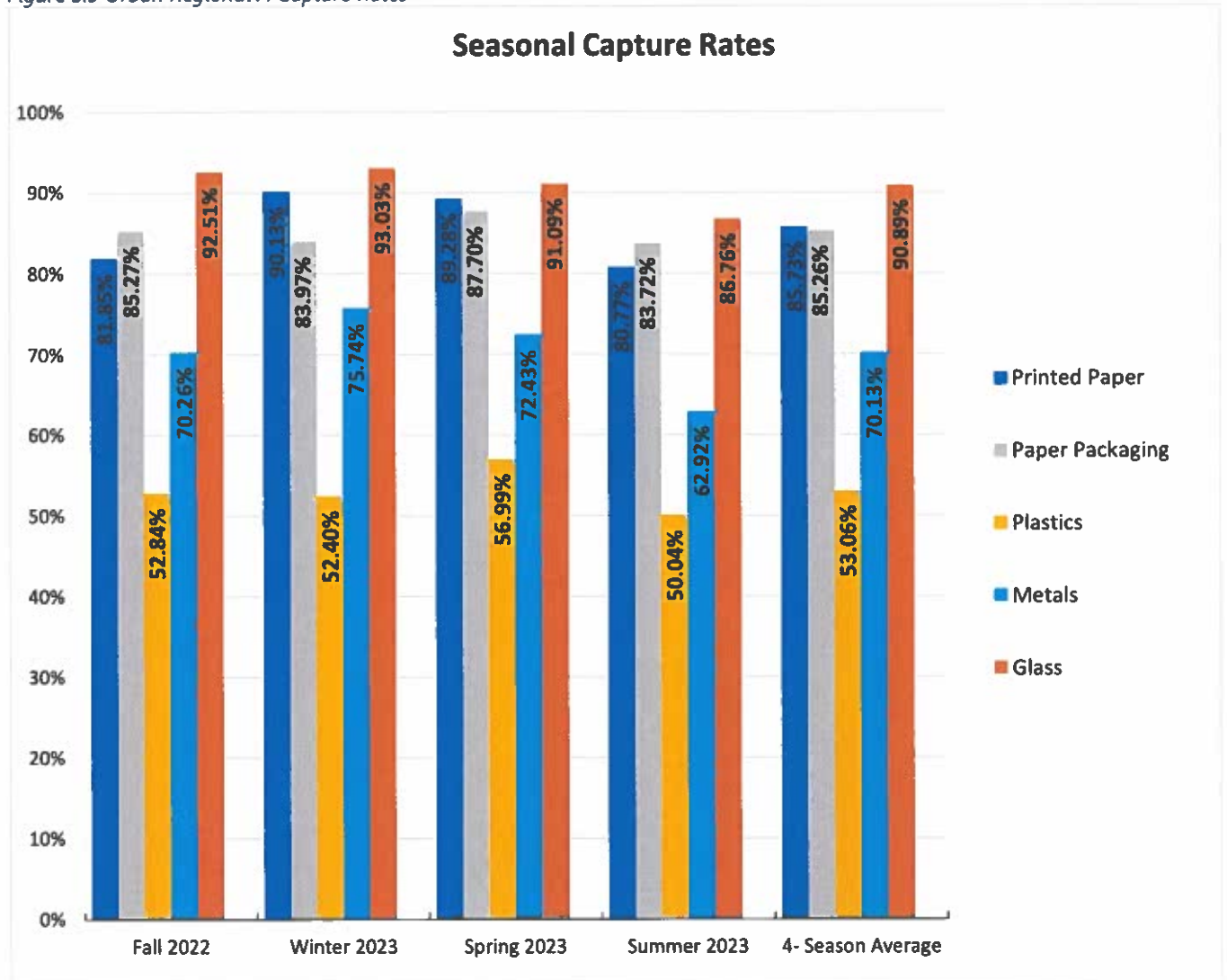
Figure 3.8 Urban Regional A Garbage Stream Breakdown (kg/hh/wk)



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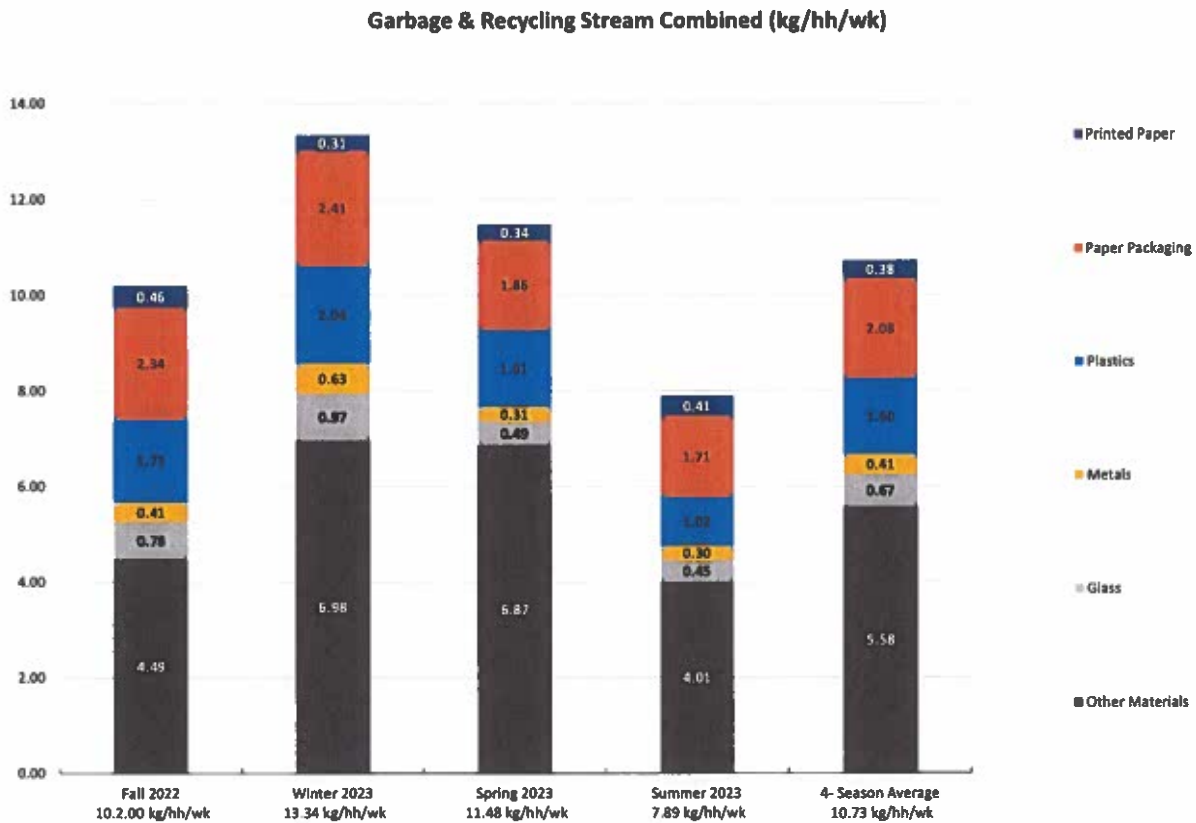
Figure 3.9 Urban Regional A Capture Rates



3.1.3 Medium Urban A

The Medium Urban A composition results are based on a municipality that has weekly garbage and recycling collection. There is a set-out limit of five (5) bags/containers of garbage per collection. Any excess garbage must be tagged with a garbage tag and unlimited excess recycling can be set-out next to their blue box. The recycling program is two-stream blue box collection, where residents set out their containers and fibres separately.

Figure 3.10 Medium Urban A Garbage & Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.11 Medium Urban A Recycling Stream Breakdown (kg/hh/wk)

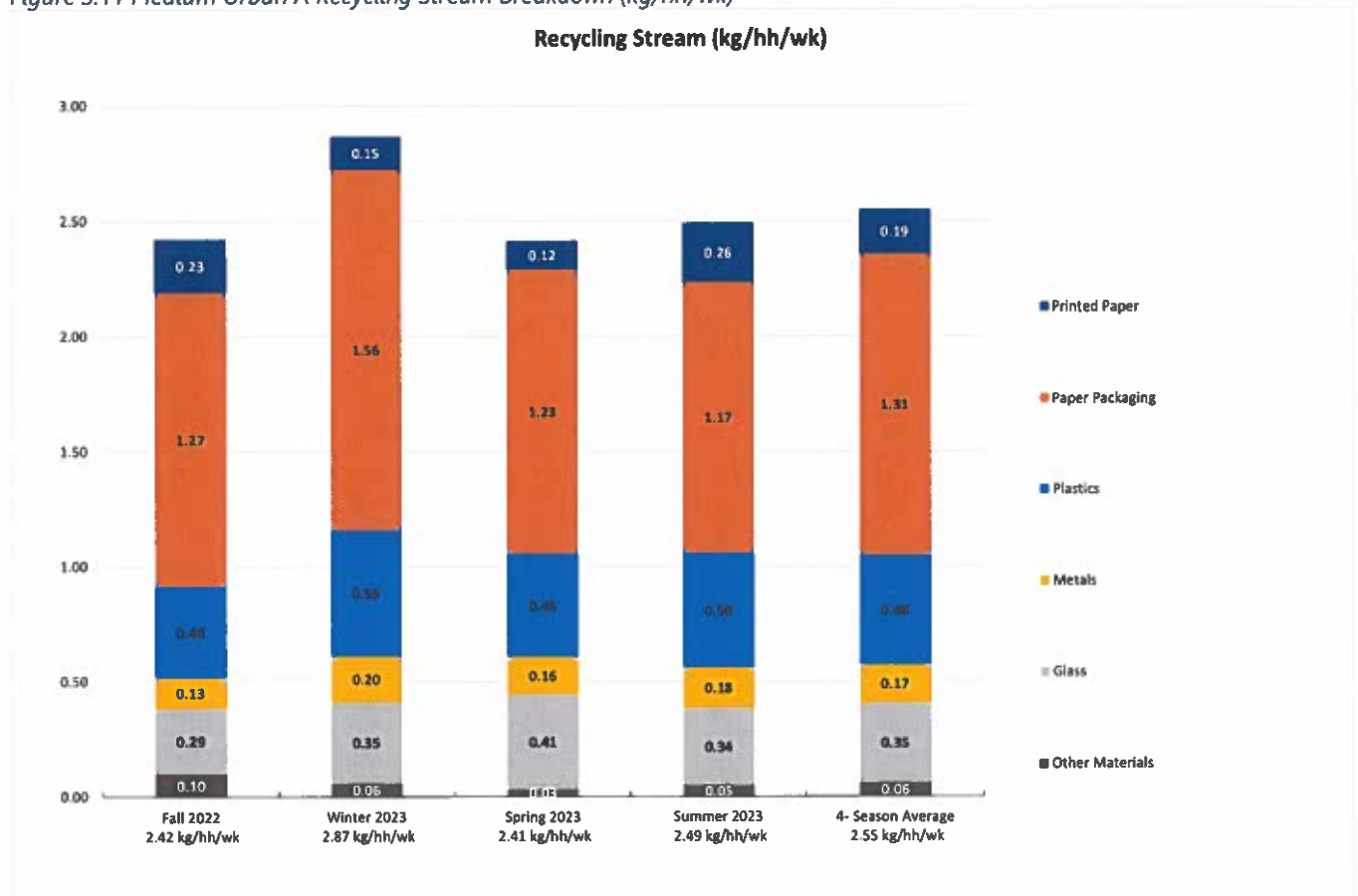
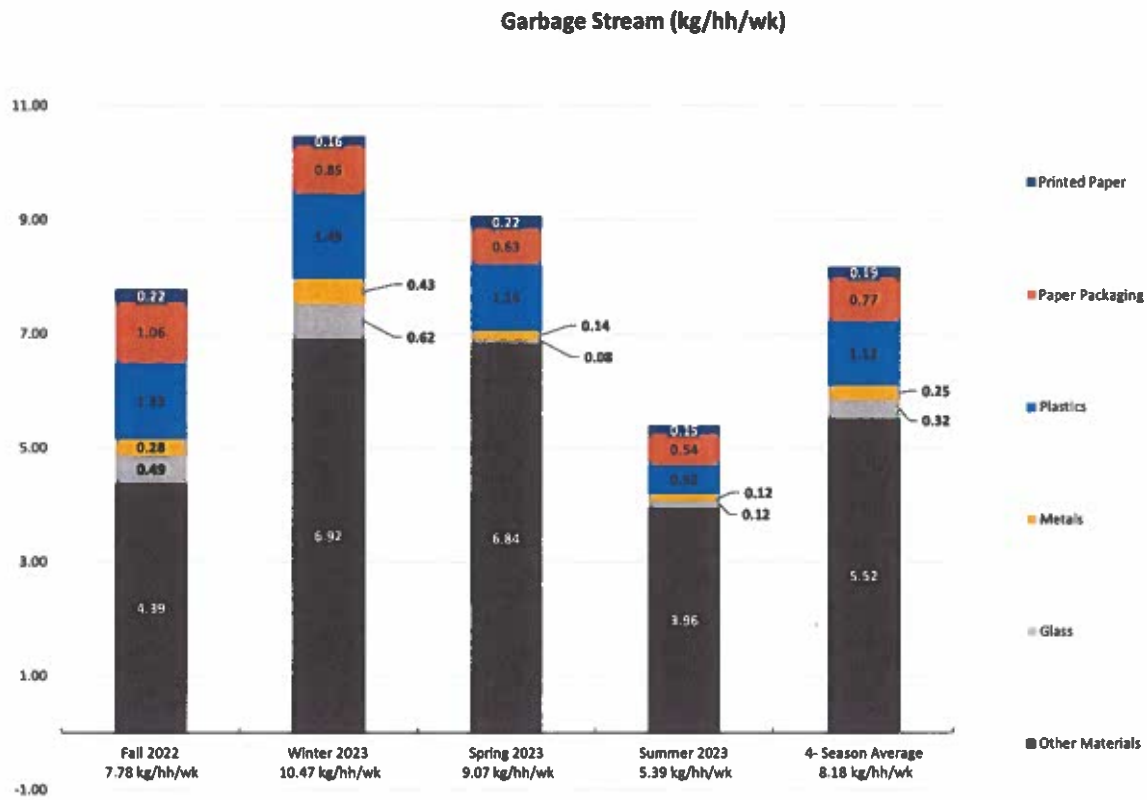


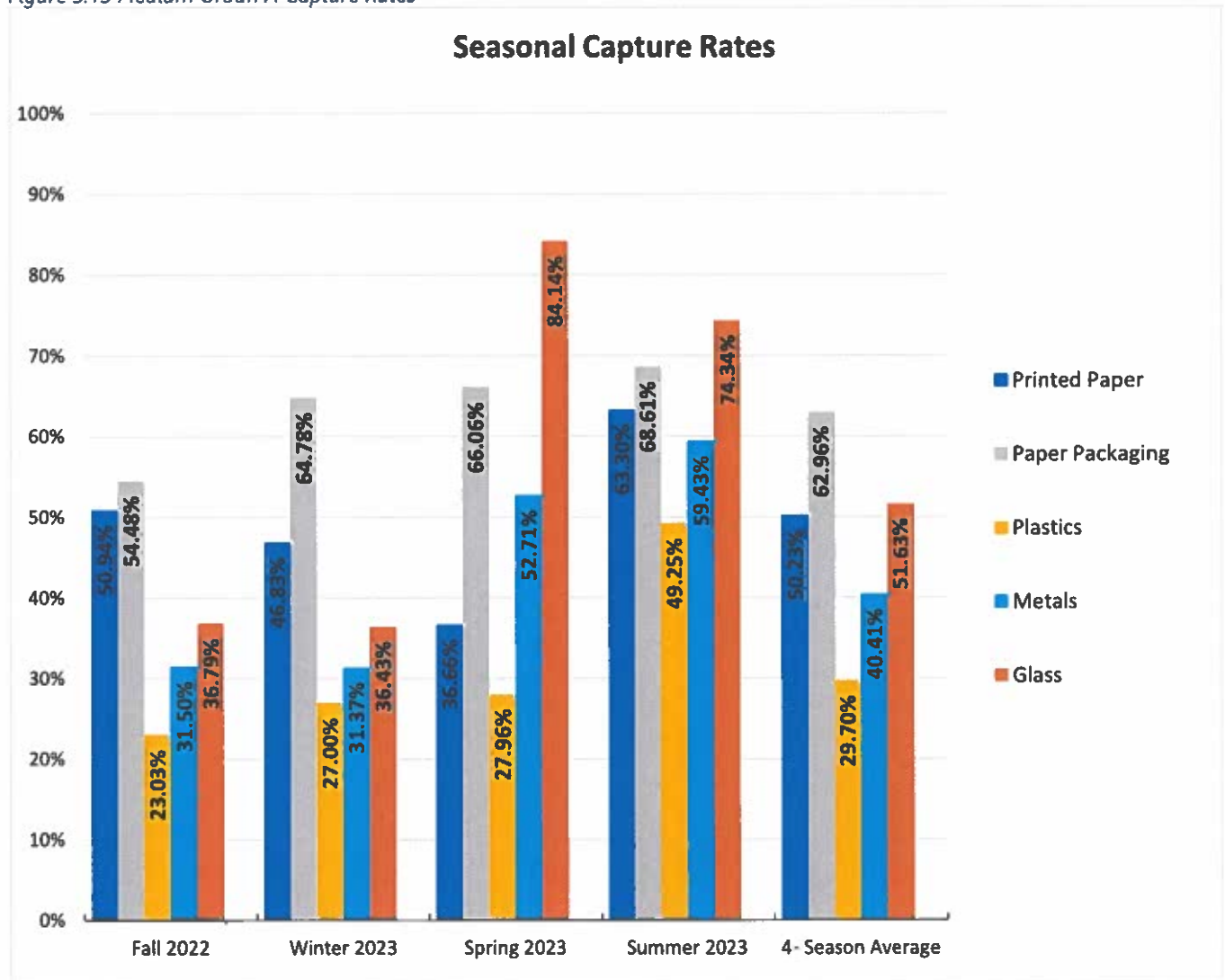
Figure 3.12 Medium Urban A Garbage Stream Breakdown (kg/hh/wk)



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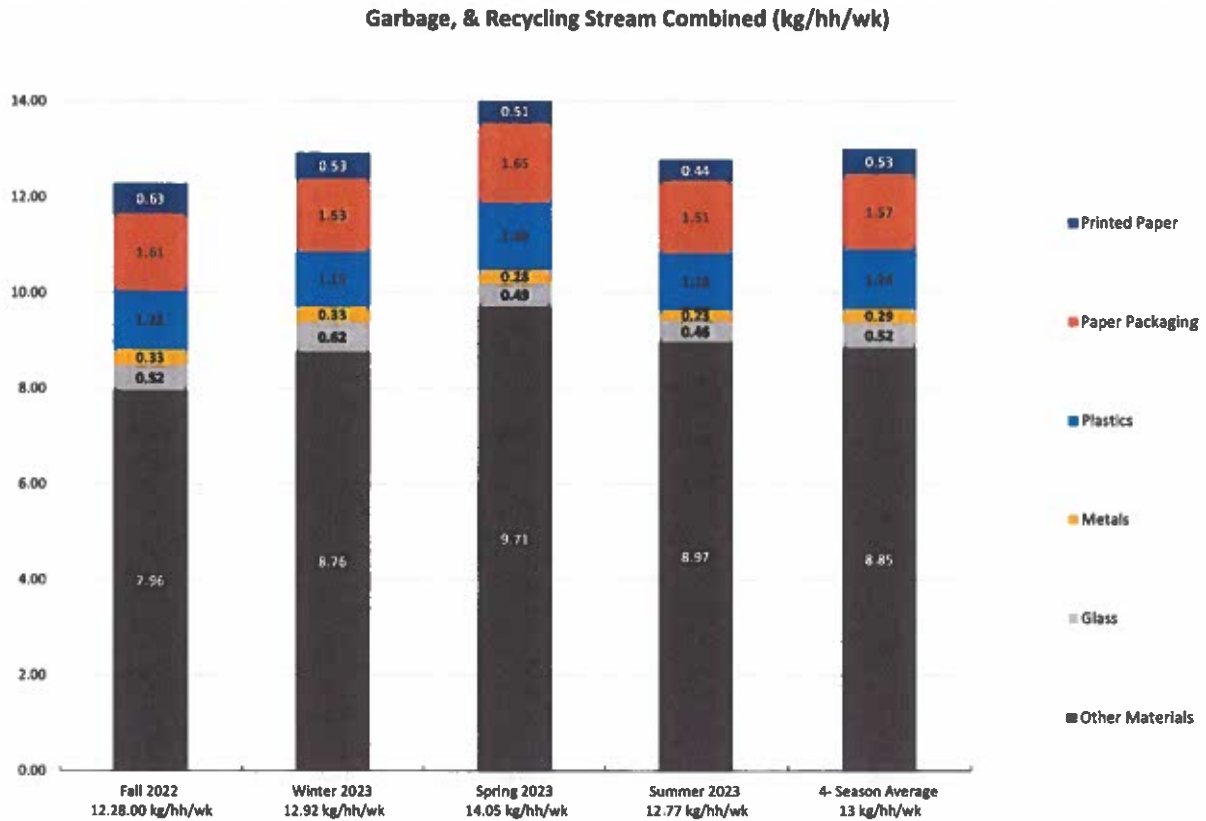
Figure 3.13 Medium Urban A Capture Rates



3.1.4 Urban Regional B

The Urban Regional B composition results are based on a municipality that has weekly garbage and bi-weekly recycling collection. The recycling program is two-stream blue box collection, where residents set out their containers and fibres separately.

Figure 3.14 Urban Regional B Garbage & Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.15 Urban Regional B Recycling Stream Breakdown (kg/hh/wk)

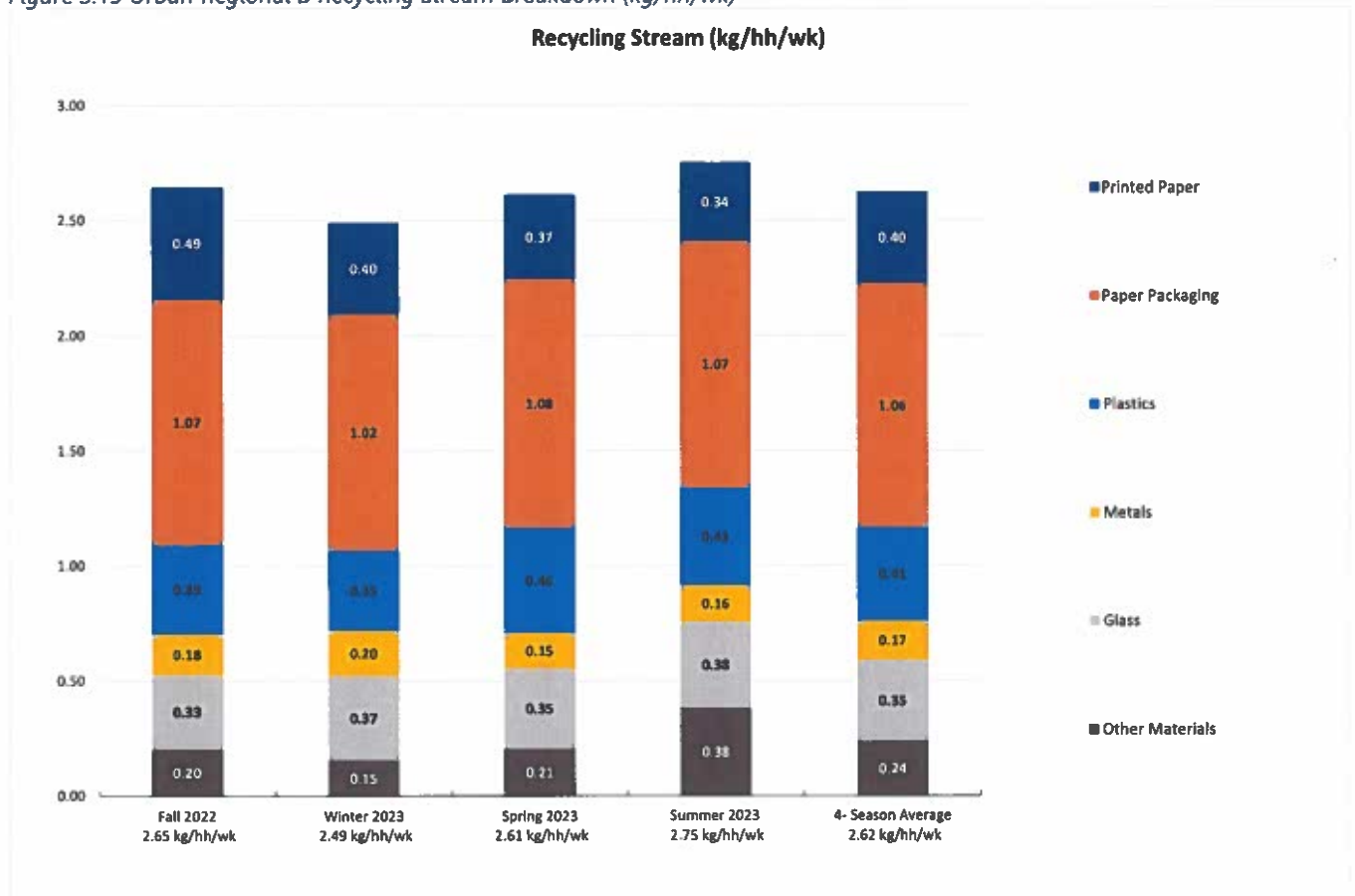
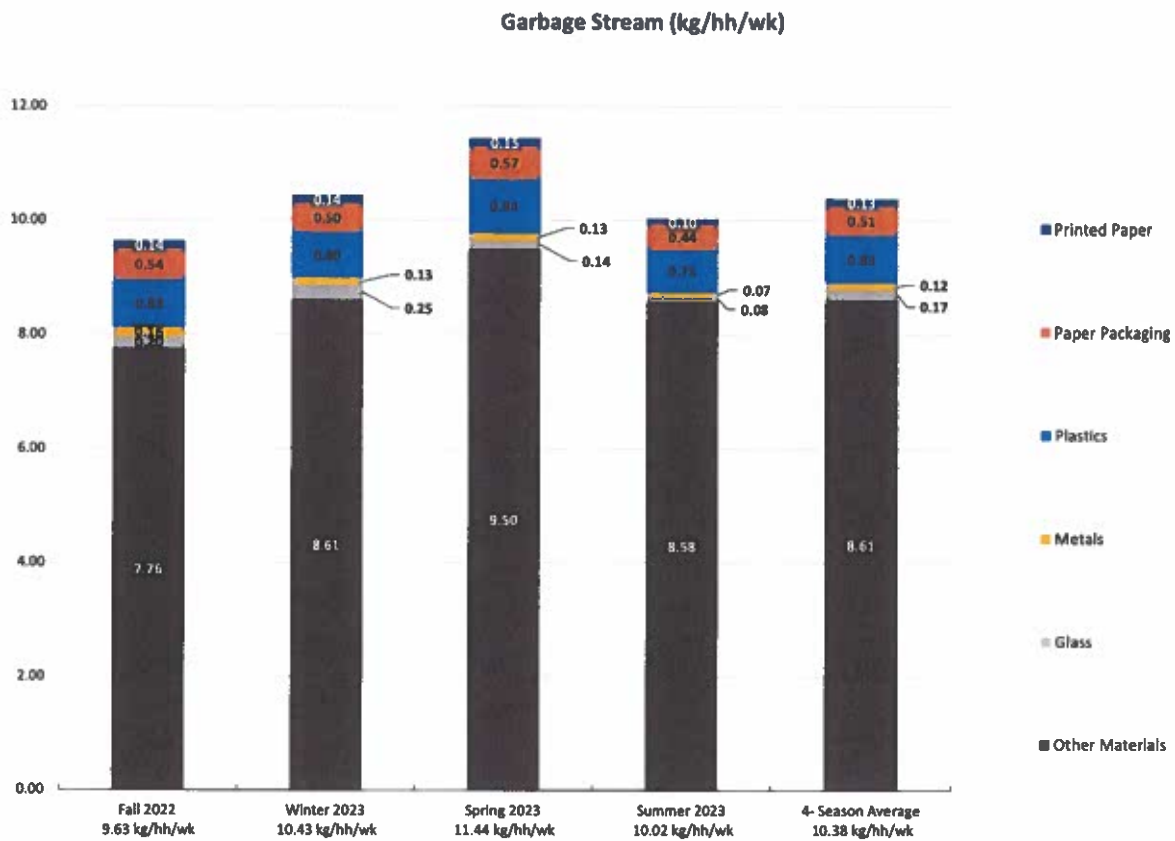


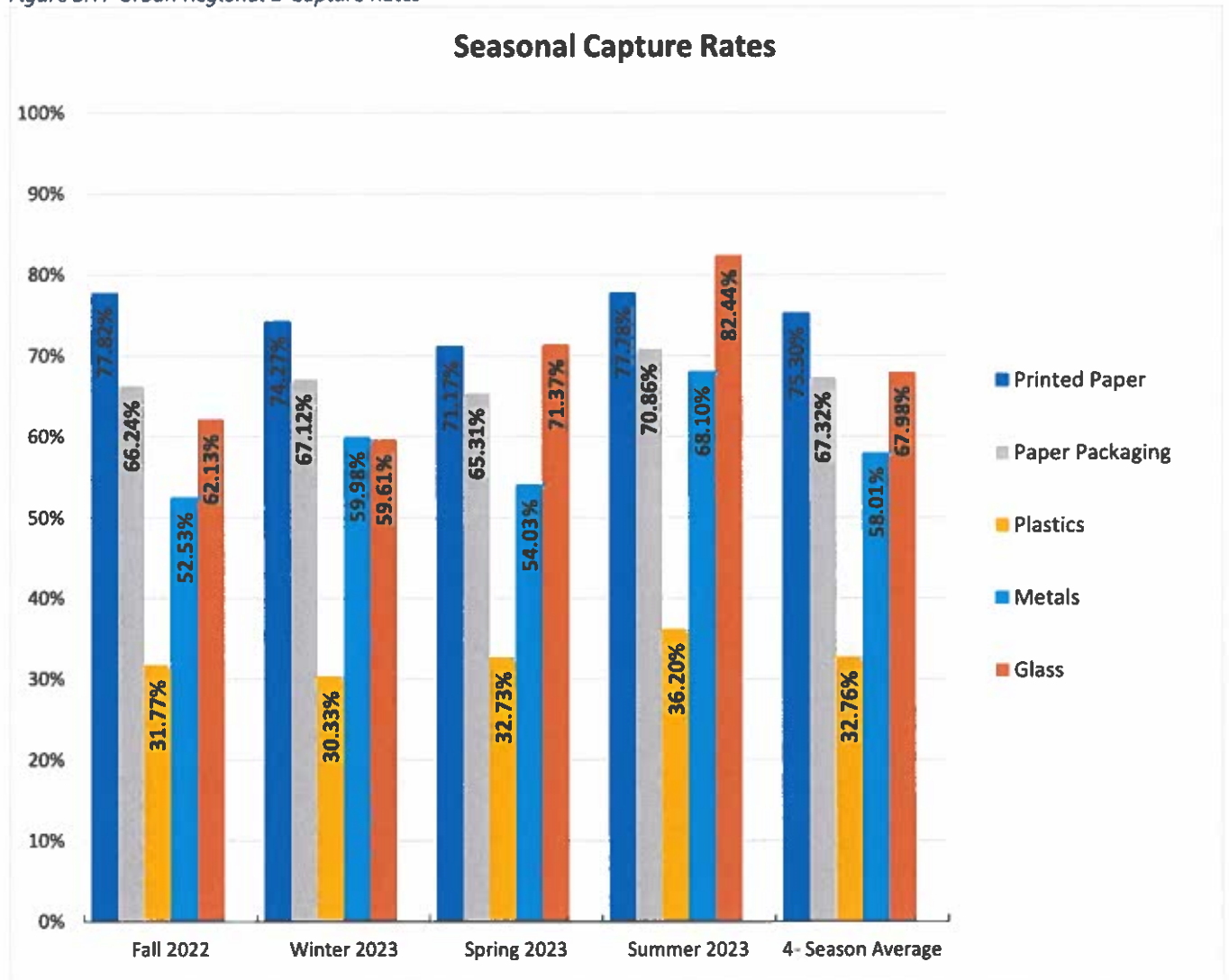
Figure 3.16 Urban Regional B Garbage Stream Breakdown (kg/hh/wk)



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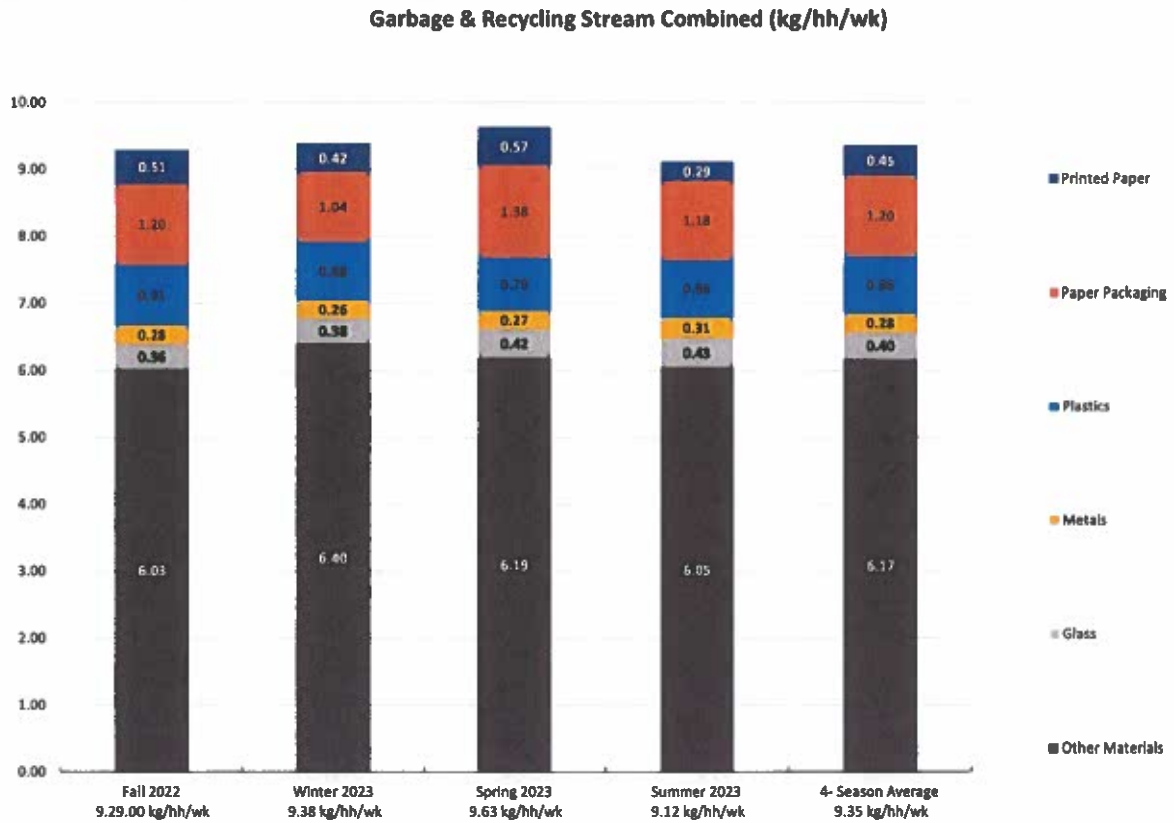
Figure 3.17 Urban Regional B Capture Rates



3.1.5 Rural Regional A

The Rural Regional A composition results are based on a municipality that has weekly (some areas bi-weekly) garbage and recycling collection and operates on a cart-based system. The recycling program is single-stream cart system, where residents set out their containers and fibres commingled.

Figure 3.18 Rural Regional A Garbage & Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.19 Rural Regional A Recycling Stream Breakdown (kg/hh/wk)

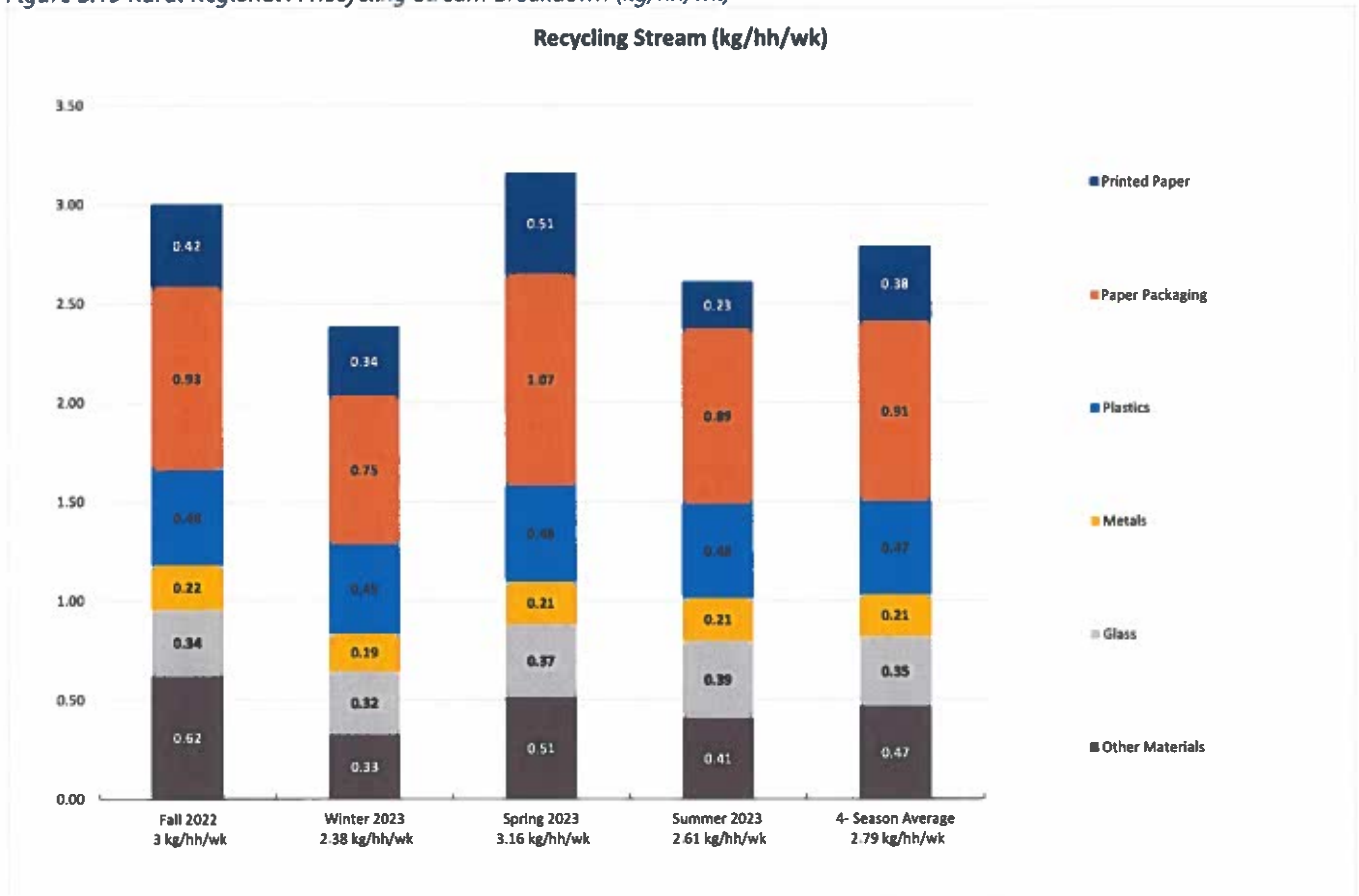
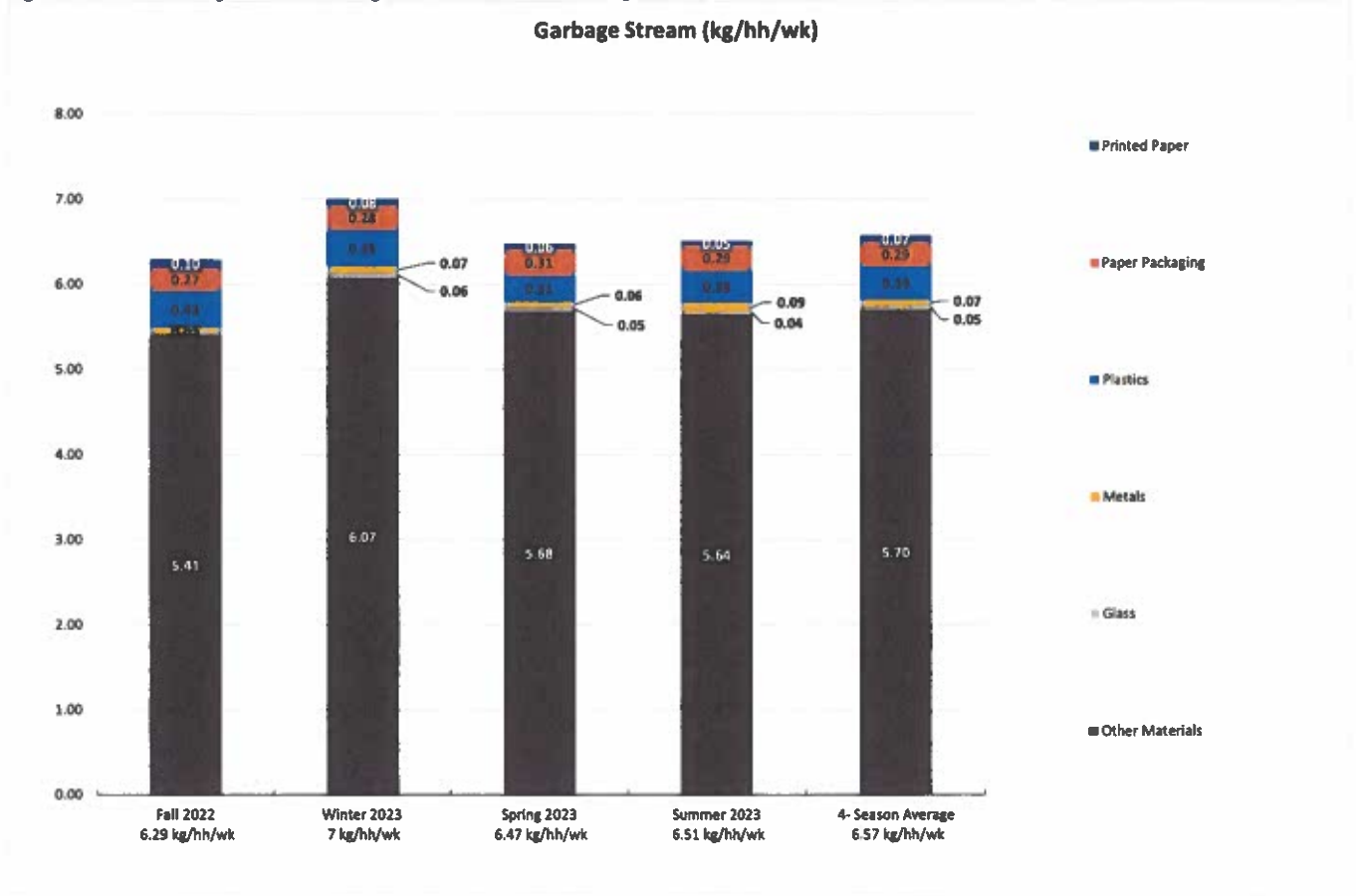


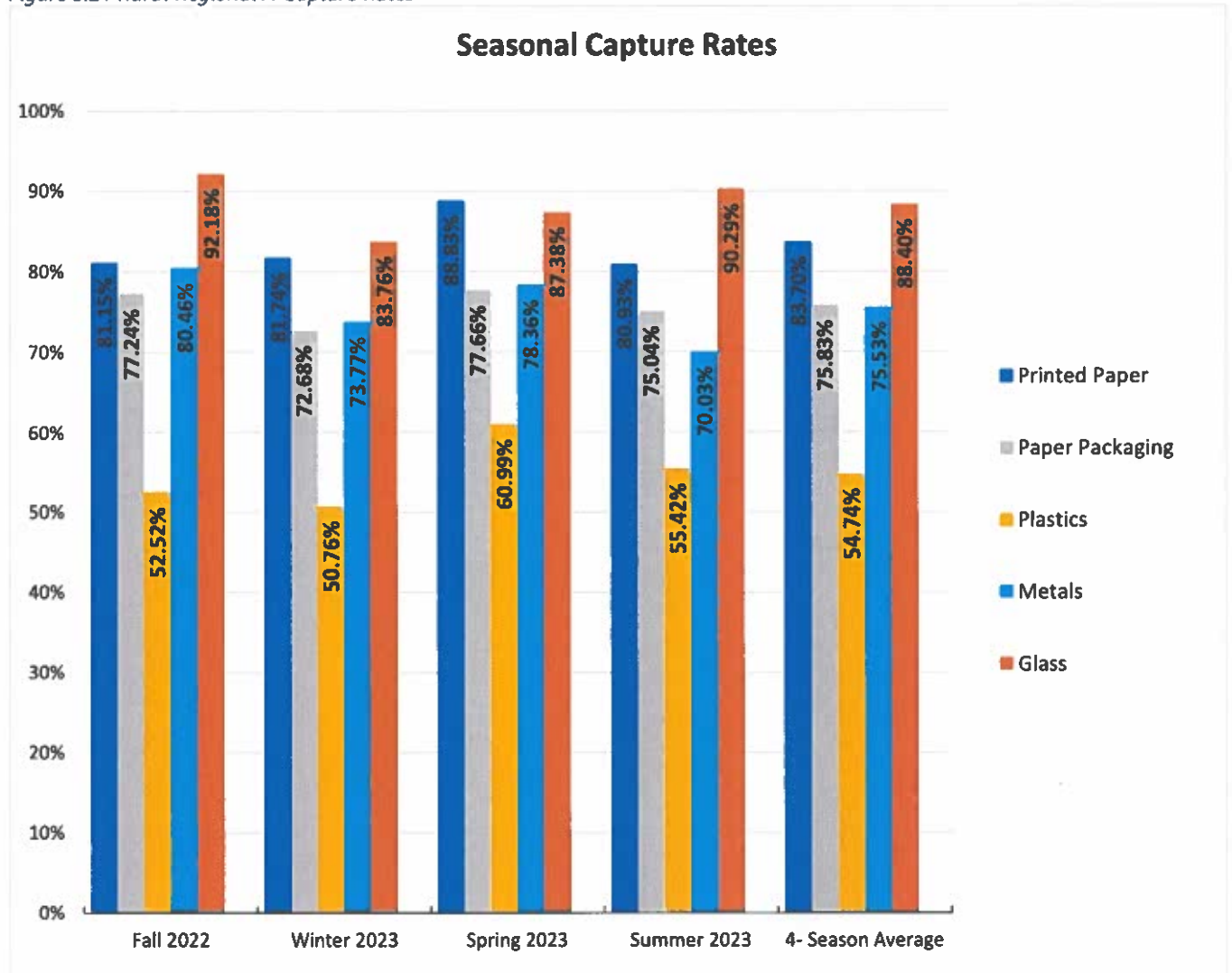
Figure 3.20 Rural Regional A Garbage Stream Breakdown (kg/hh/wk)



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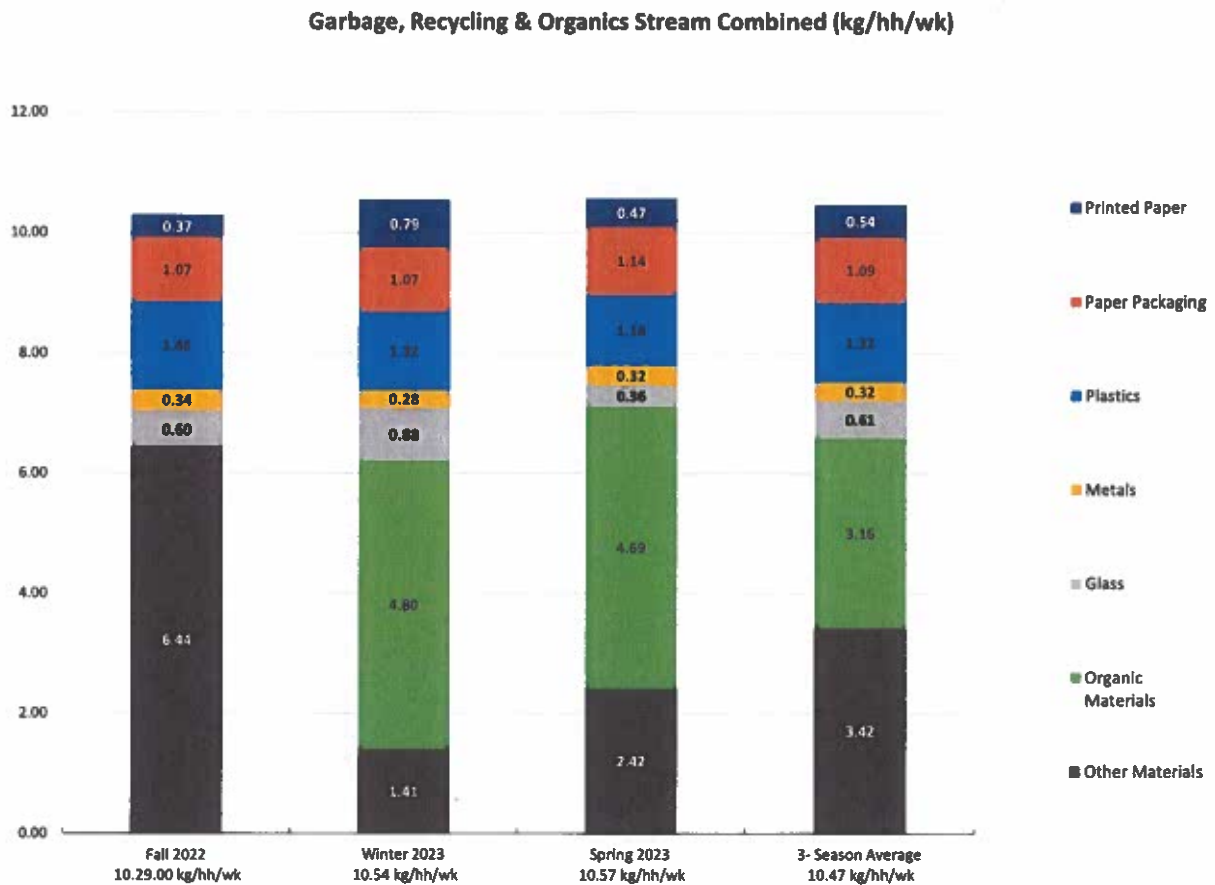
Figure 3.21 Rural Regional A Capture Rates



3.1.6 Urban Regional C

The Urban Regional C composition results are based on a municipality that has bi-weekly garbage and recycling collection. The garbage program is cart based. The recycling program is single-stream cart system, where residents set out their containers and fibres commingled. No Summer 2023 Audit Data was gathered for this municipality and Fall 2022 sorting did not breakdown the organic materials from the other materials.

Figure 3.22 Urban Regional C Garbage, Recycling, & Organic Stream Breakdown (kg/hh/wk)



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Figure 3.23 Urban Regional C Recycling Stream Breakdown (kg/hh/wk)

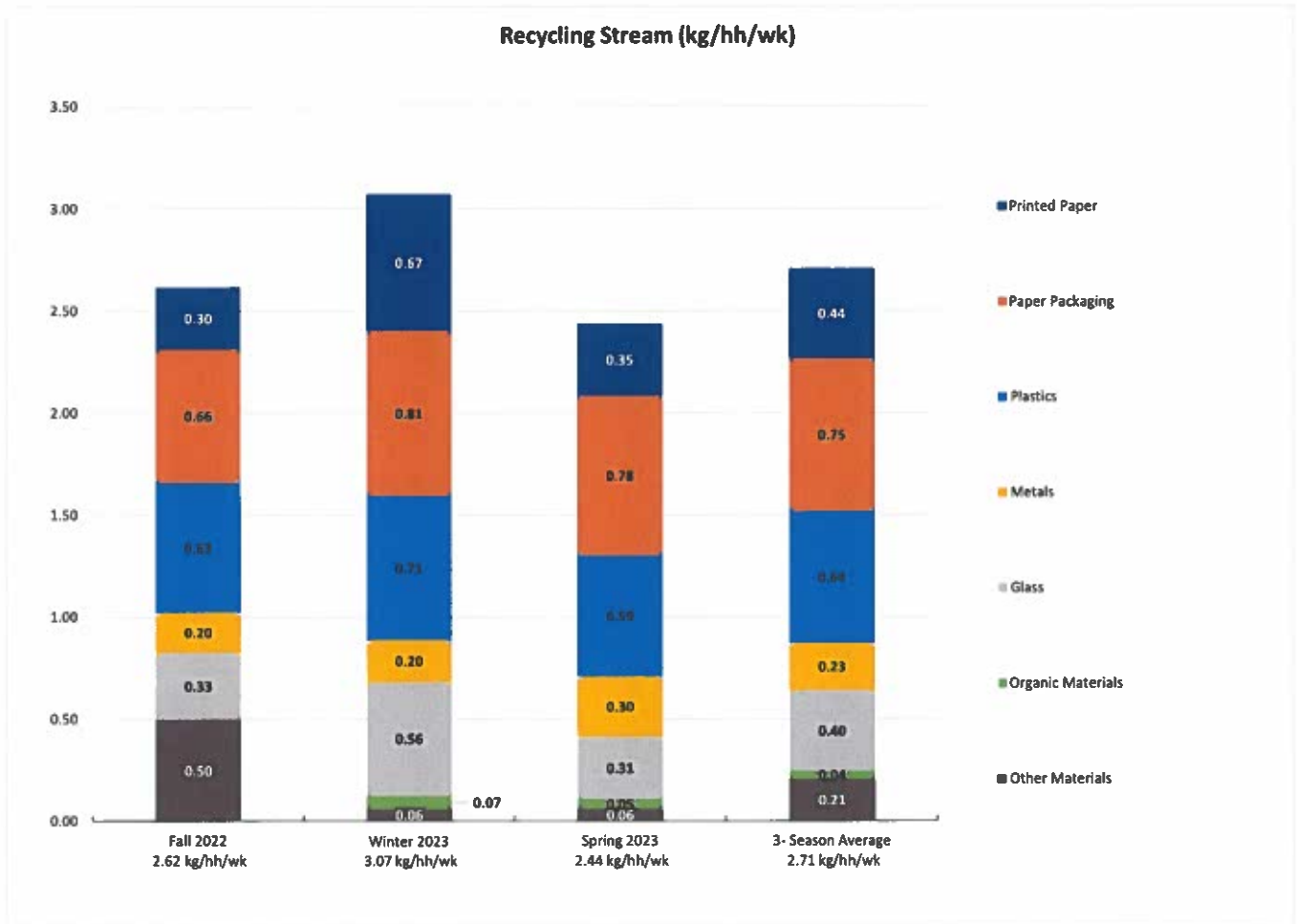
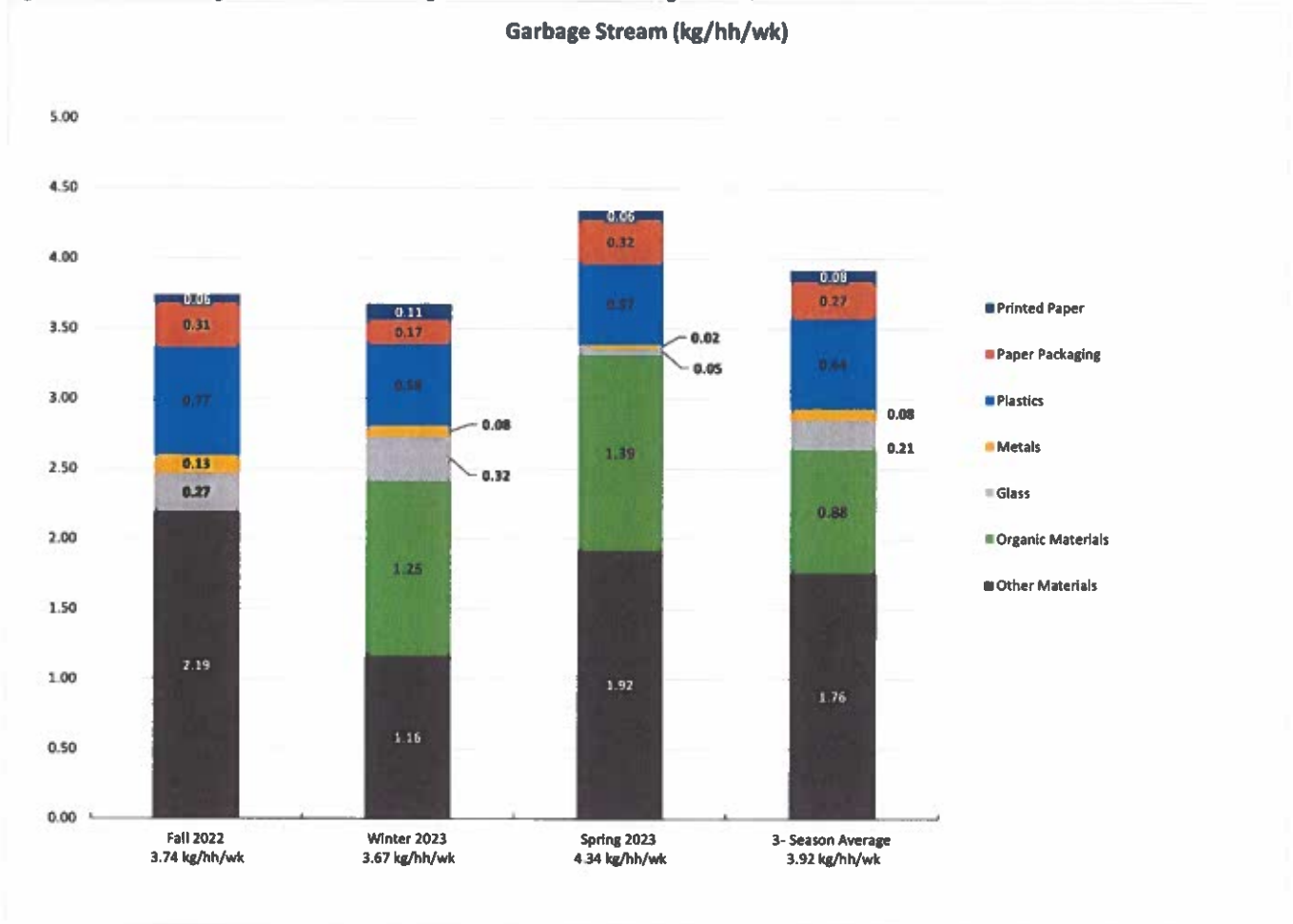


Figure 3.24 Urban Regional C South Garbage Stream Breakdown (kg/hh/wk)



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Figure 3.25 Urban Regional C Organics Stream Breakdown (kg/hh/wk)

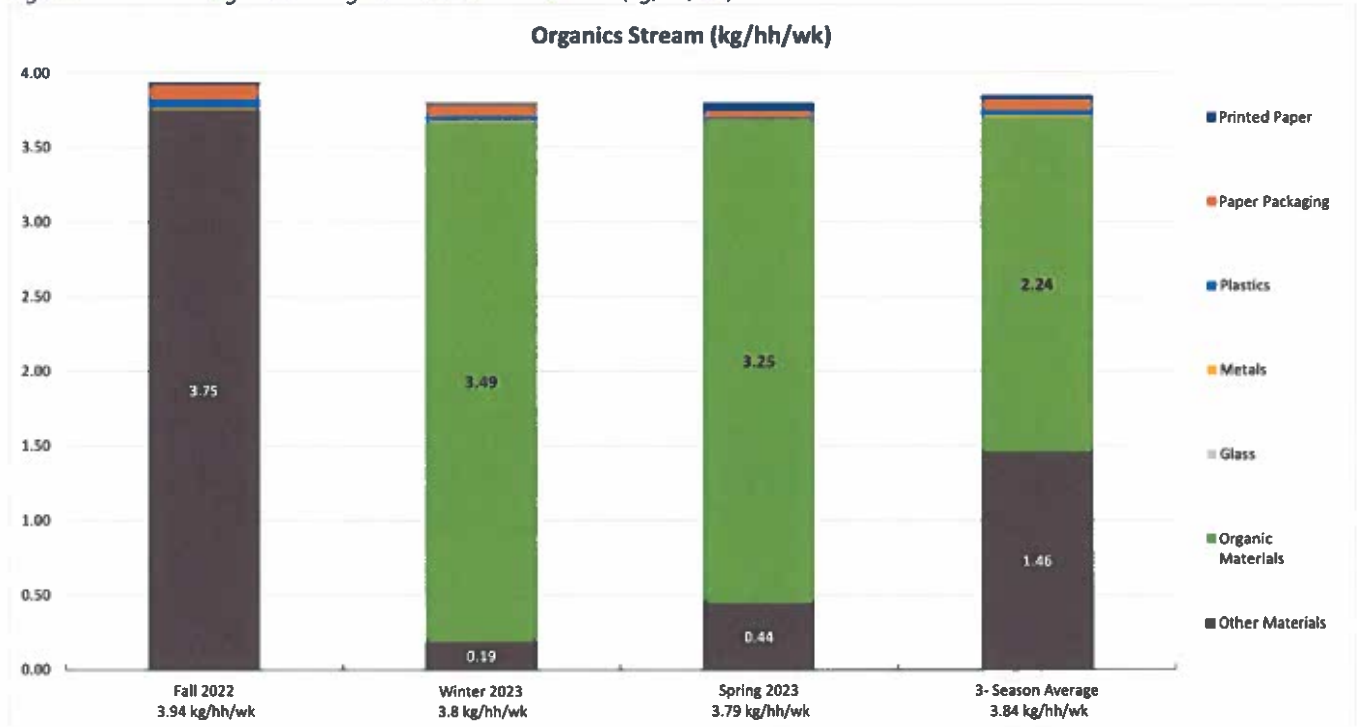
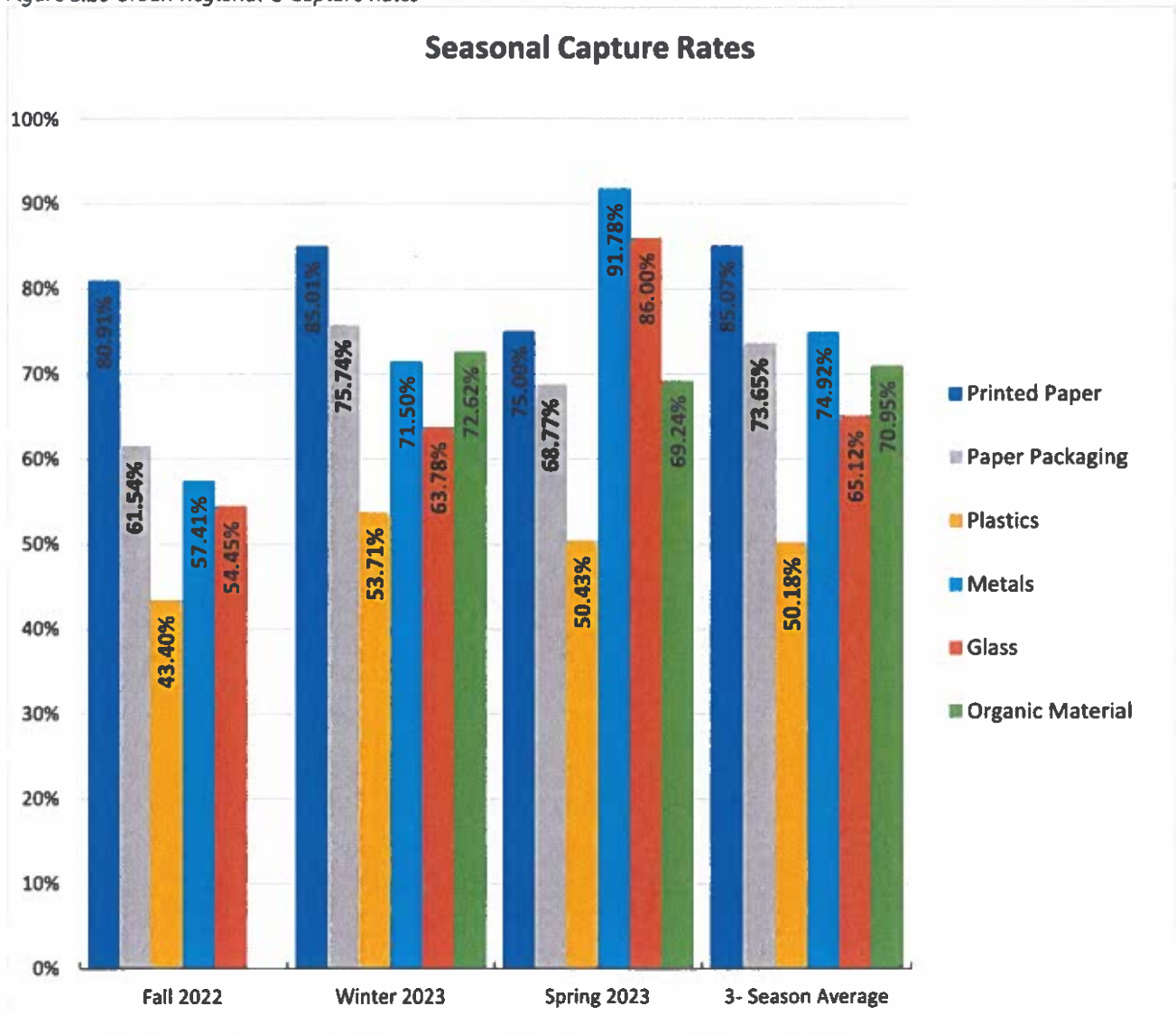


Figure 3.26 Urban Regional C Capture Rates



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3.2 Multi-Family Residential Results

The following section summarizes the results of the waste composition calculations. Table 3.2 provides an overview of the waste collection details for the one (1) municipal group audited. The results are presented by primary material category, stream (garbage, recycling & organics, if applicable) as well as a cumulative total (all streams combined). Full detailed results can be found in Appendix A, including breakdown by material sub-category and acceptance criteria under O. Reg 391/21.

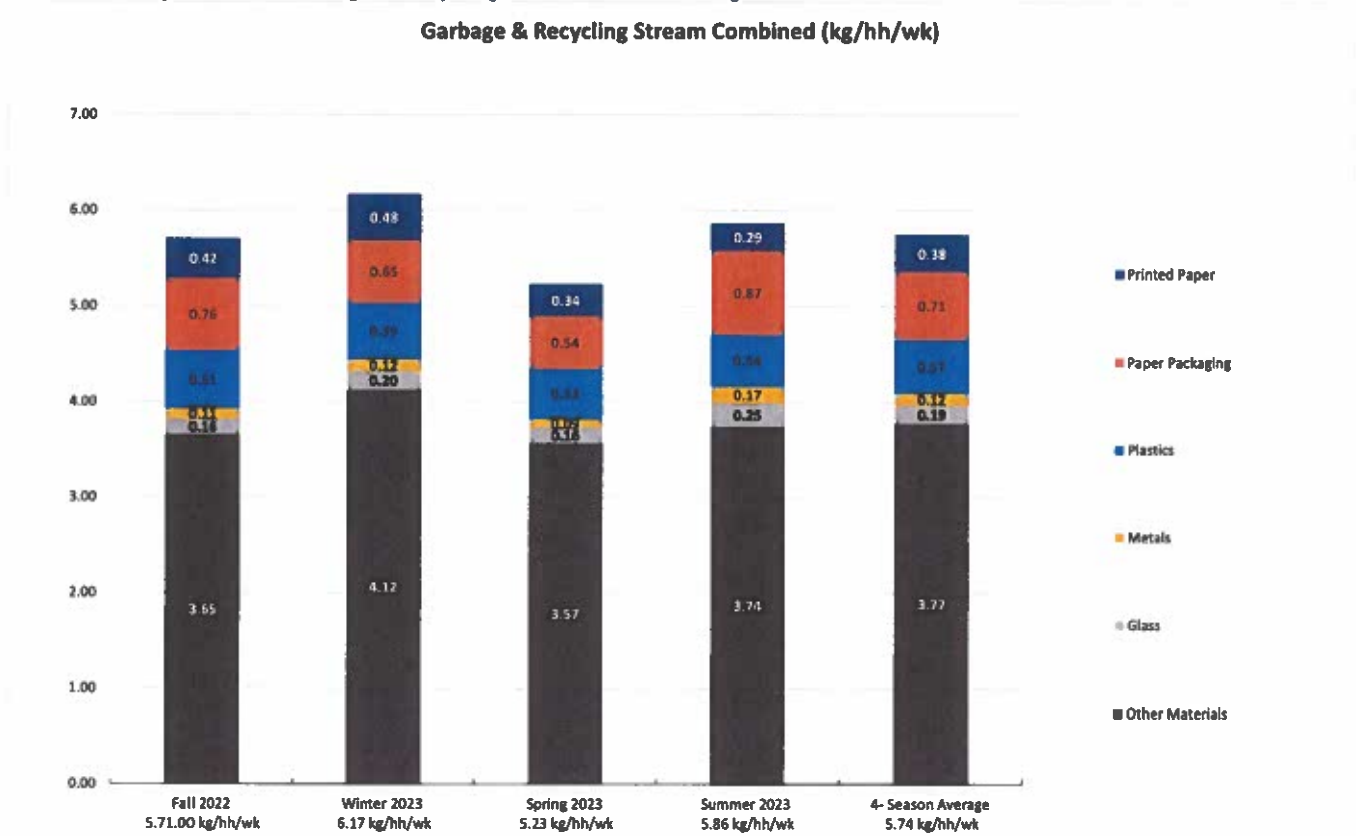
Table 3.2 Overview of Multi-Family Collection Details

Municipal Group	Garbage		Recycling		Organics		
	Collection Frequency	Collection Receptacles	Collection Frequency	Type of Collection	Type of Recycling Receptacles	Organics Program in Place?	Collection Frequency
Large Urban B	Twice a week	Various types. Typically 6 cubic yard front-end bins	Weekly	Two-Stream	Cart System	No	N/A

3.2.1 Large Urban B

The Large Urban B composition results are based on multi-family units in a municipality that has bi-weekly garbage, and weekly recycling collection. Garbage is typically placed in 6-yrd front end bins. The recycling program is single-stream cart system, where residents set out their containers and fibres commingled.

Figure 3.27 Large Urban A Garbage & Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.28 Large Urban A Recycling Stream Breakdown (kg/hh/wk)

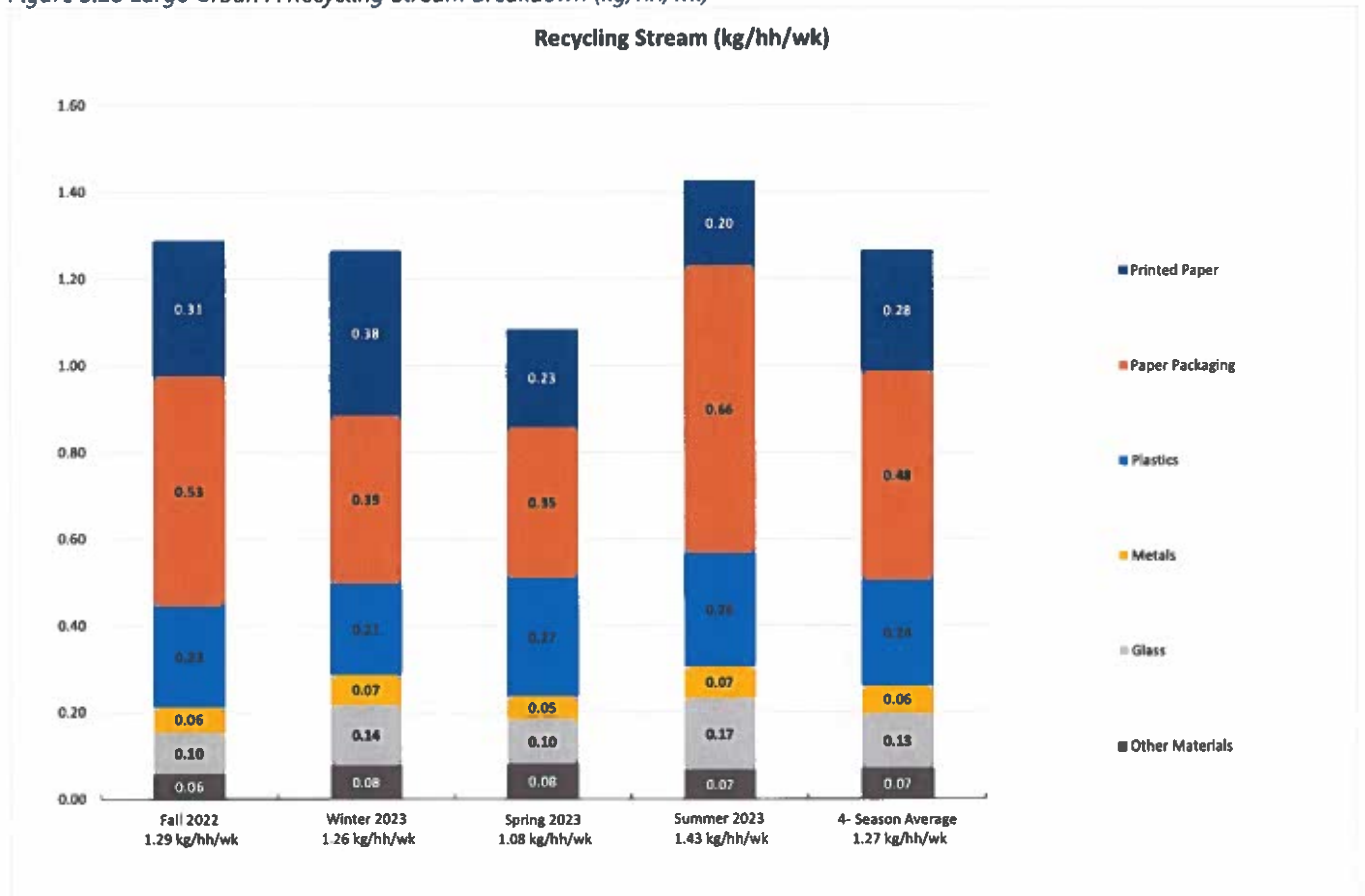
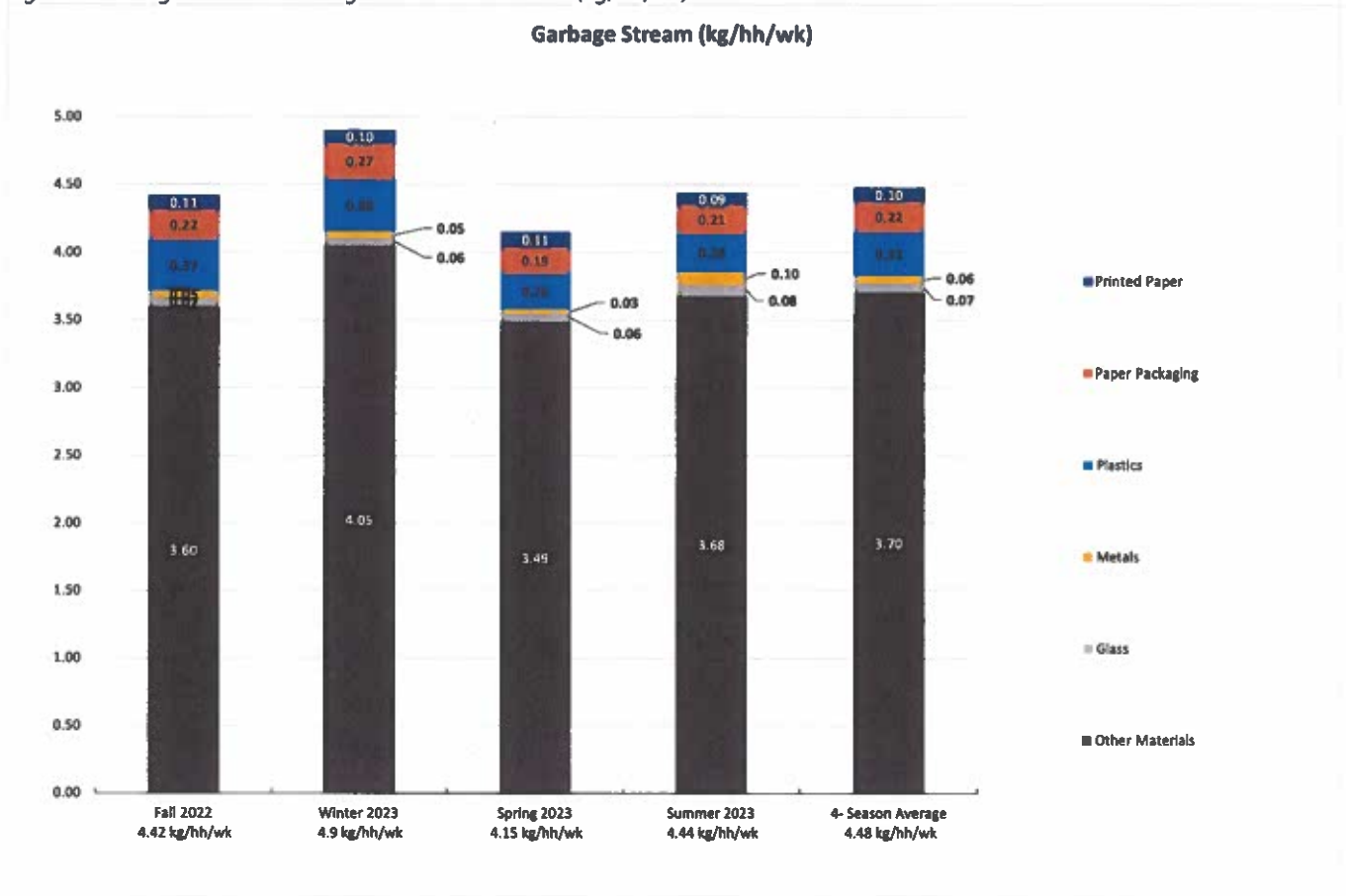


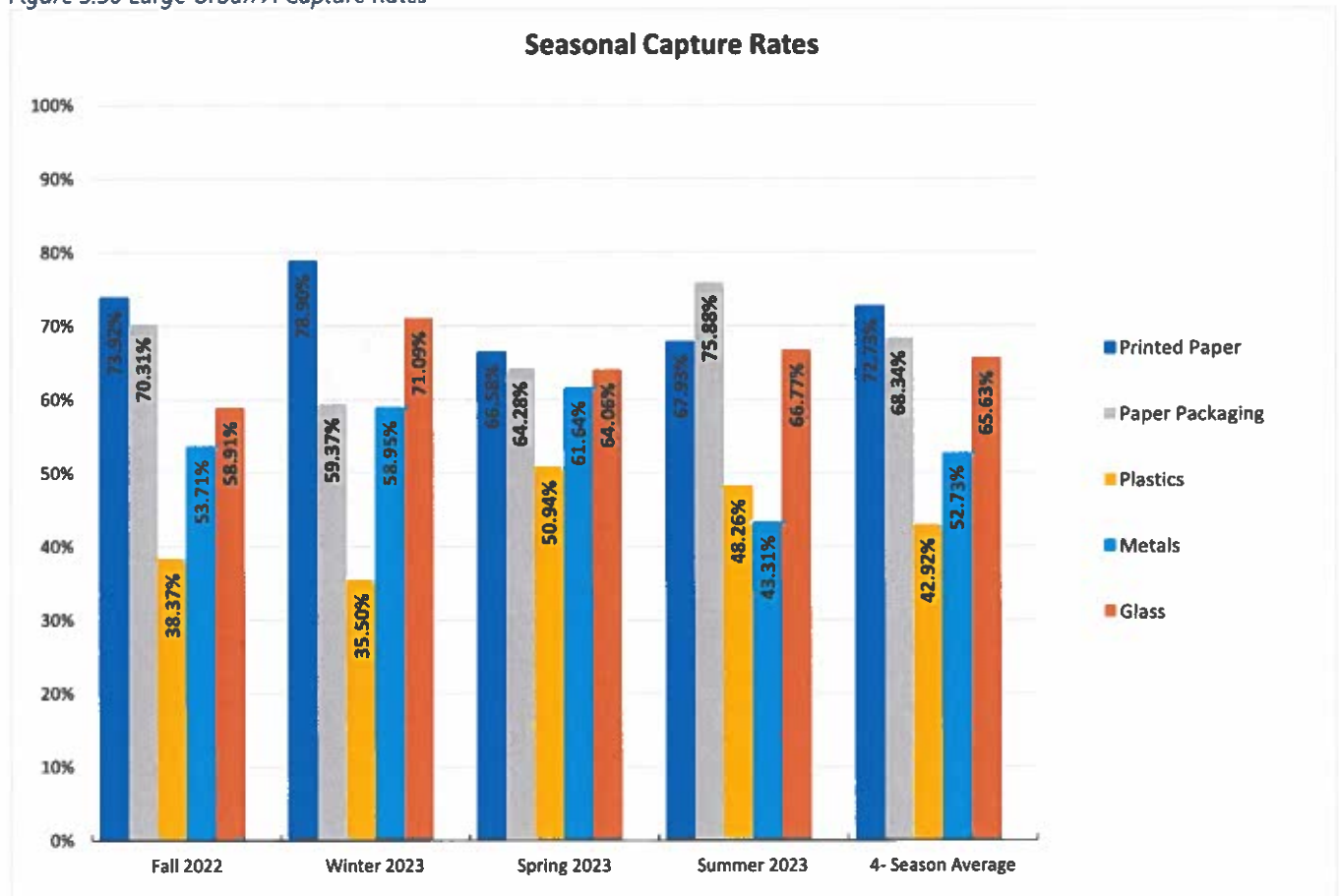
Figure 3.29 Large Urban A Garbage Stream Breakdown (kg/hh/wk)



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Figure 3.30 Large Urban A Capture Rates



3.3 Residential Drop-Off Depot Results

The following section summarizes the results of the Drop-off Depot waste composition study. Table 3.3 provides an overview of the waste collection details for the three (3) municipal groups audited. The results are presented by primary material category, stream (garbage & recycling) as well as a cumulative total (all streams combined). Full detailed results can be found in Appendix A, including breakdown by material sub-category and acceptance criteria for the recycling streams.

Table 3.3 Overview of Drop-Off Depot Collection Details

Municipal Group	Garbage		Recycling			Organics	
	Collection Frequency	Bag/ Container Limit	Collection Frequency	Type of Collection	Type of Recycling Receptacles	Organics Program in Place?	Collection Frequency
Rural Depot North A	Drop off	N/A	Drop off	Recycling station	-	No	
Rural Depot North B	Drop off	N/A	Drop off	Recycling station	-	Yes	Bin on site for compost
Rural Depot South	Drop off	N/A	Drop off	Recycling station	-	No	

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3.3.1 Rural Depot North A

The Rural Depot North A composition results are based on a municipality with a depot that residents can use to deliver their garbage and recycling. The depot location has recycling stations for residents to use when sorting their recyclables.

Figure 3.31 Rural Depot North A Drop-Off Depot Garbage & Recycling Stream Breakdown (kg/hh/wk)

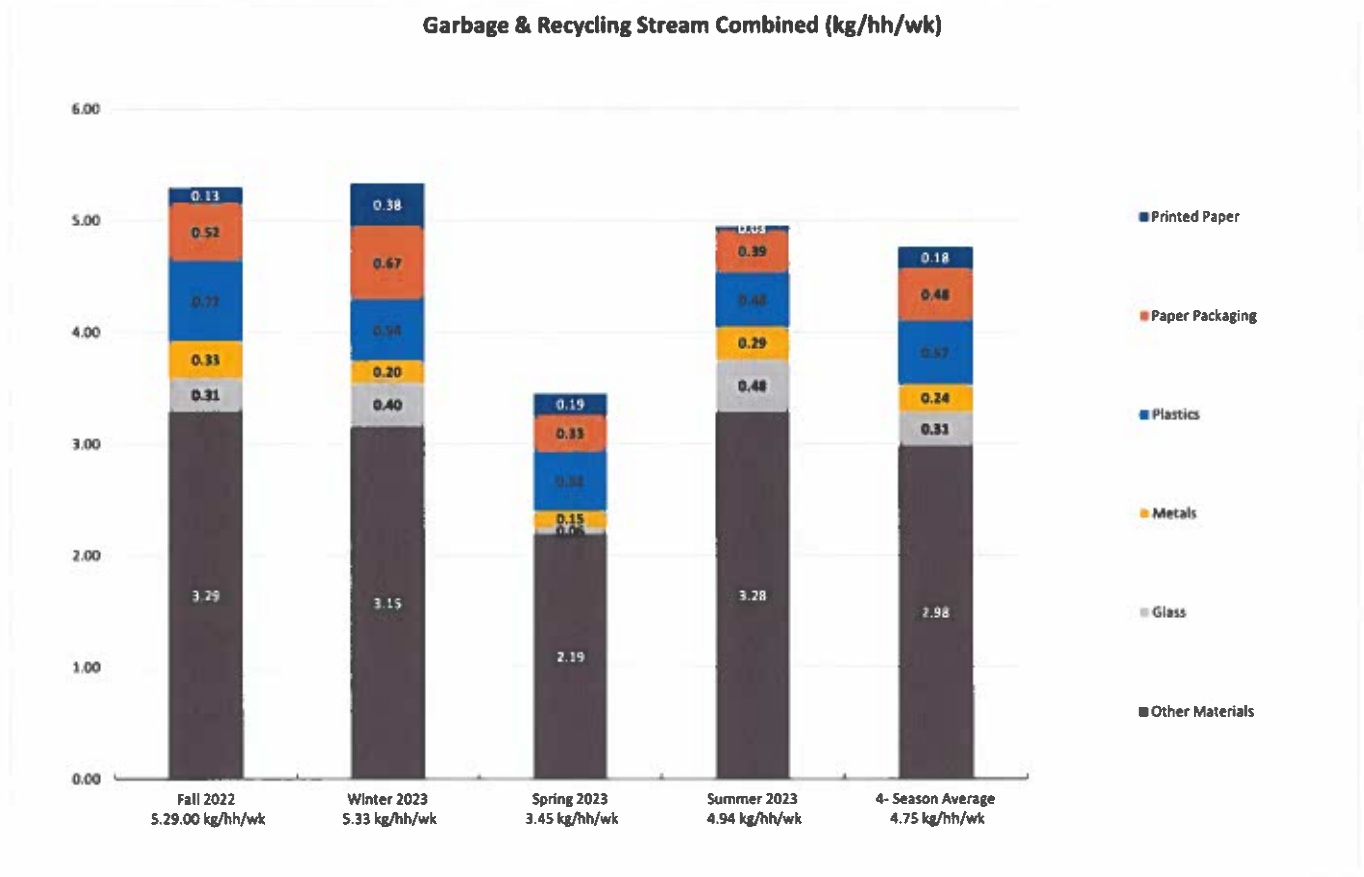
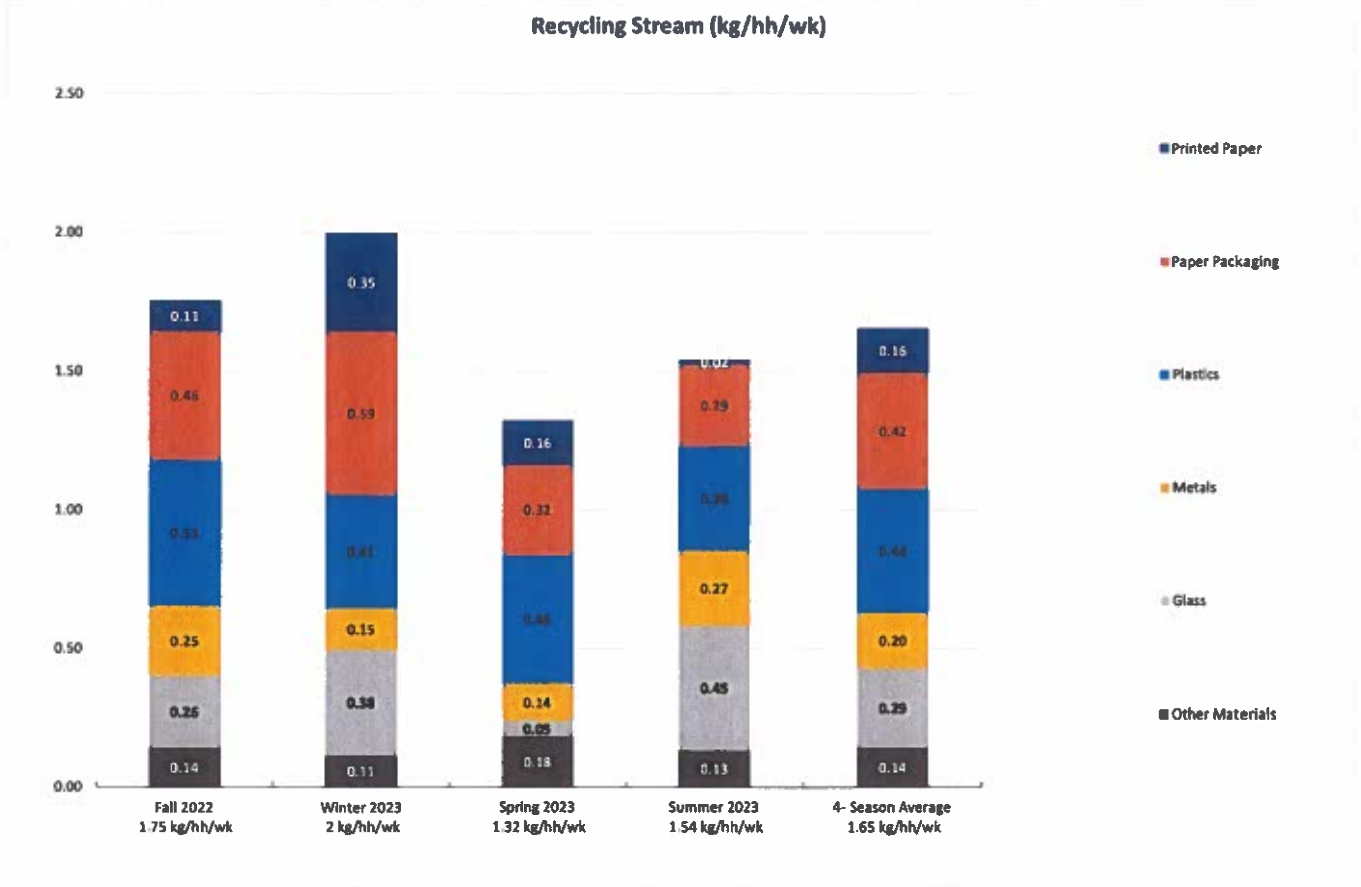


Figure 3.32 Rural Depot North A Drop-Off Depot Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.33 Rural Depot North A Drop-Off Depot Garbage Stream Breakdown (kg/hh/wk)

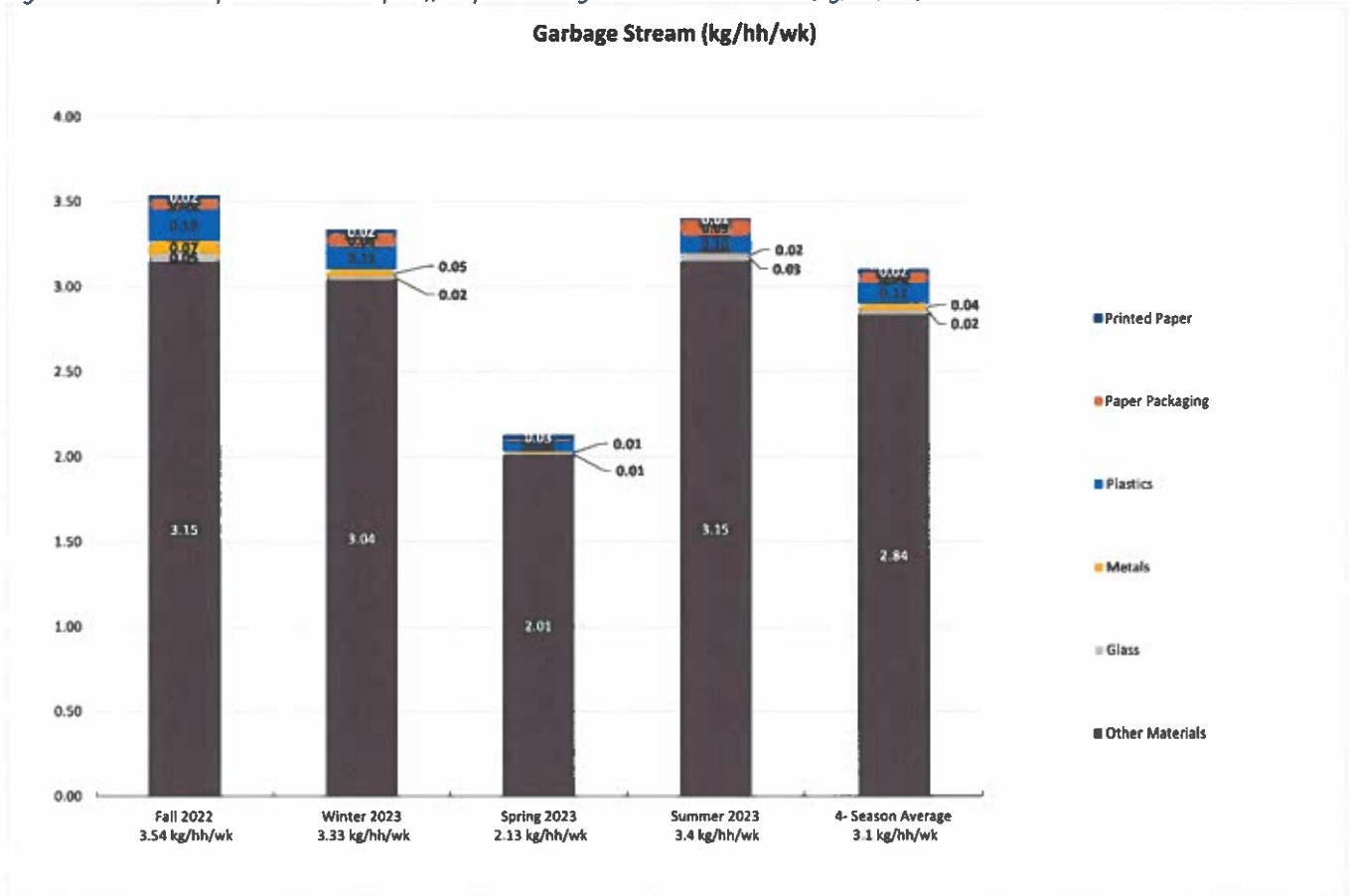
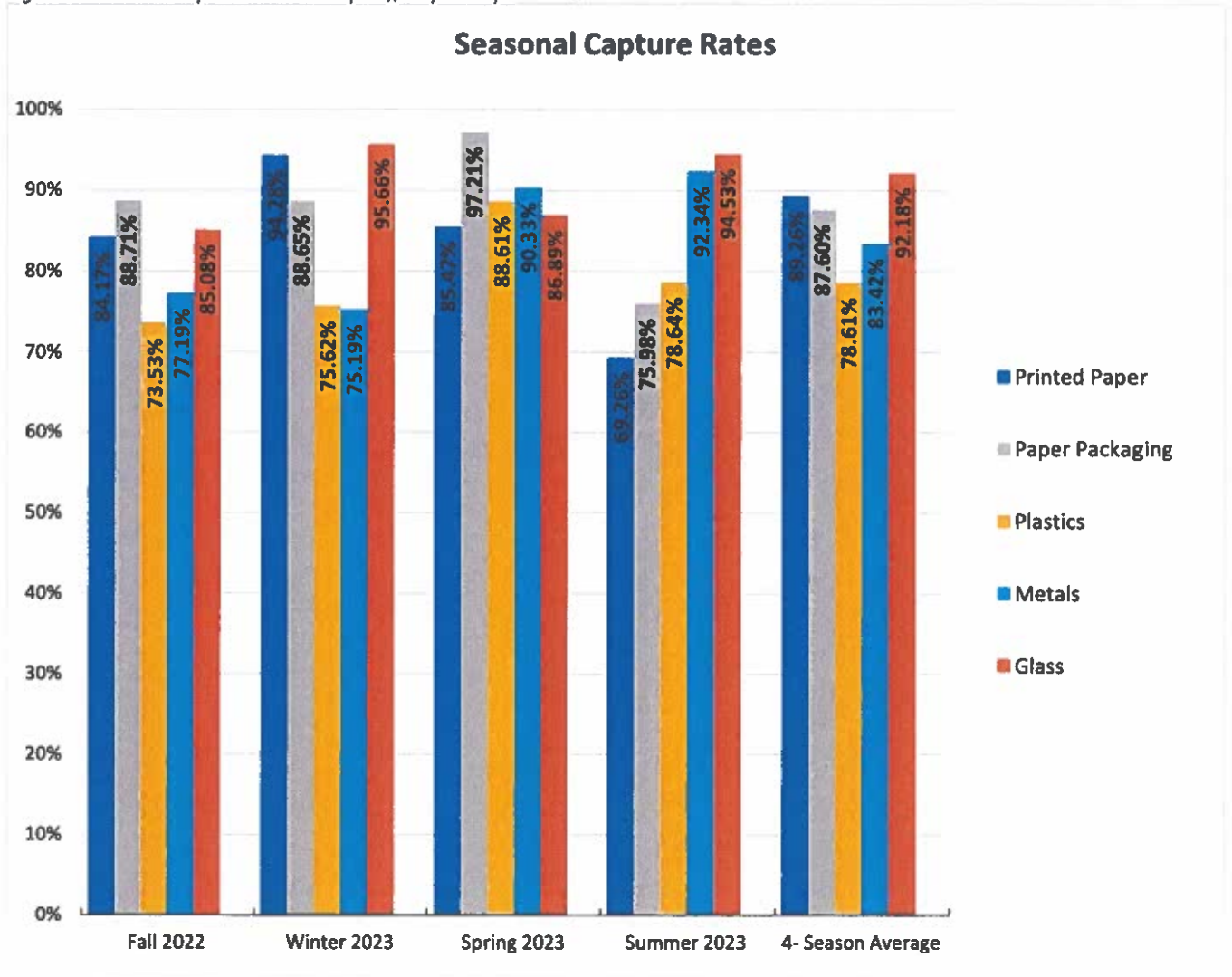


Figure 3.34 Rural Depot North A Drop-Off Depot Capture Rates



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3.3.2 Rural Depot North B

The Rural Depot North B composition results are based on a municipality with a depot that residents can use to deliver their garbage and recycling. The depot location has recycling stations for residents to use when sorting their recyclables. There is also a compost bin on site for organics disposal. The organics was not included in the sampling.

Figure 3.35 Rural Depot North B Drop-Off Depot Garbage & Recycling Stream Breakdown (kg/hh/wk)

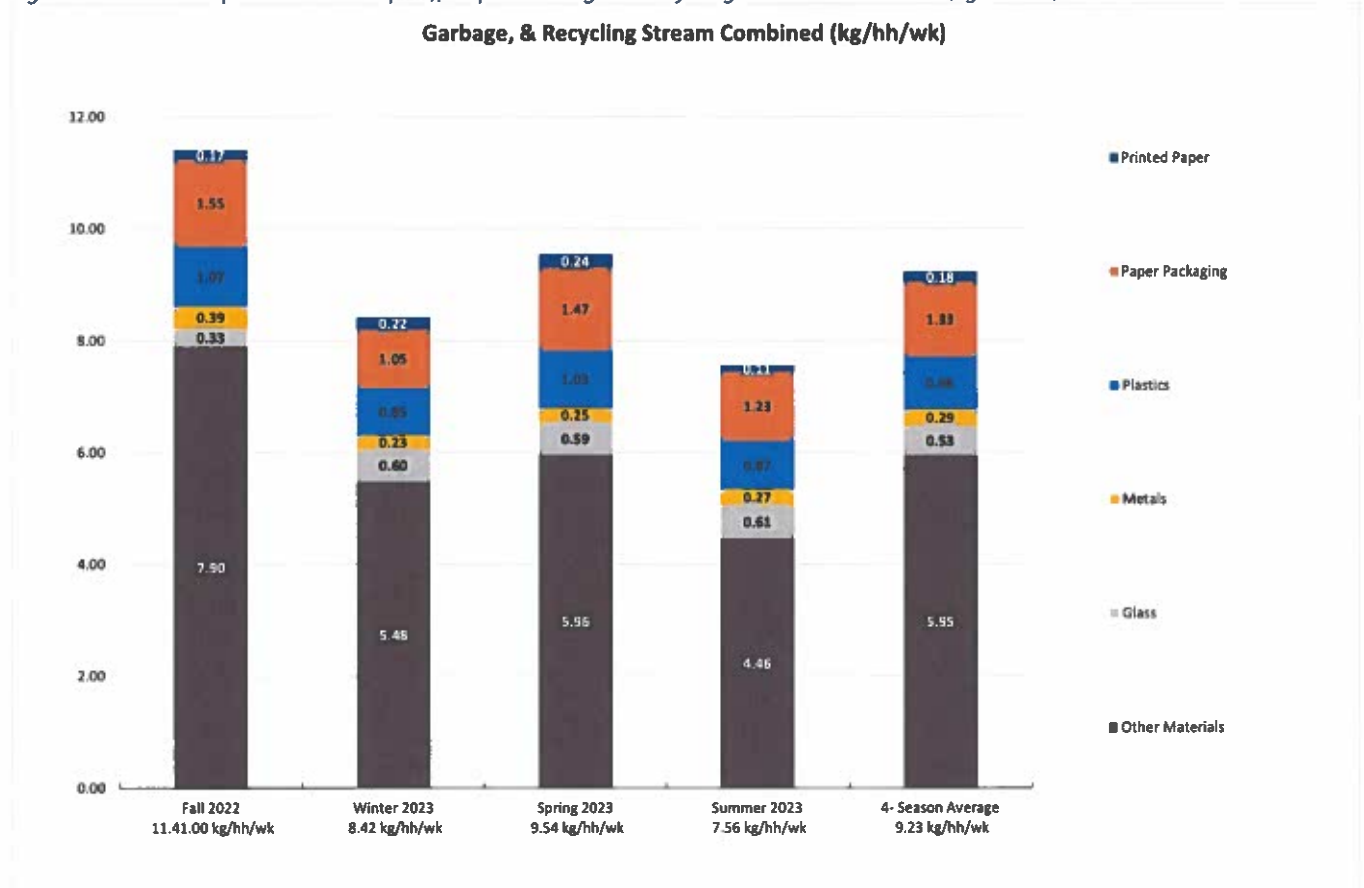
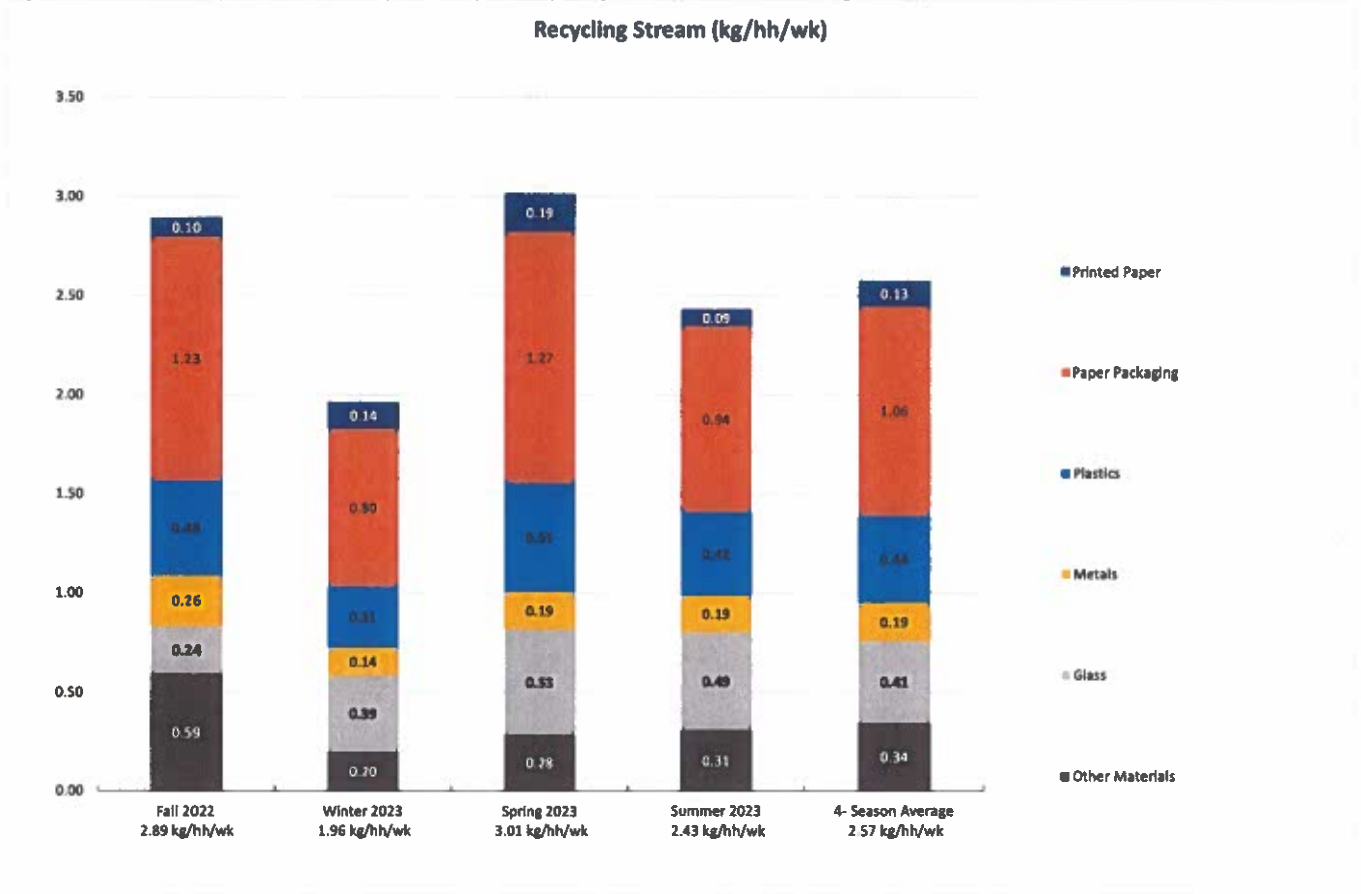


Figure 3.36 Rural Depot North B Drop-Off Depot Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.37 Rural Depot North B Drop-Off Depot Garbage Stream Breakdown (kg/hh/wk)

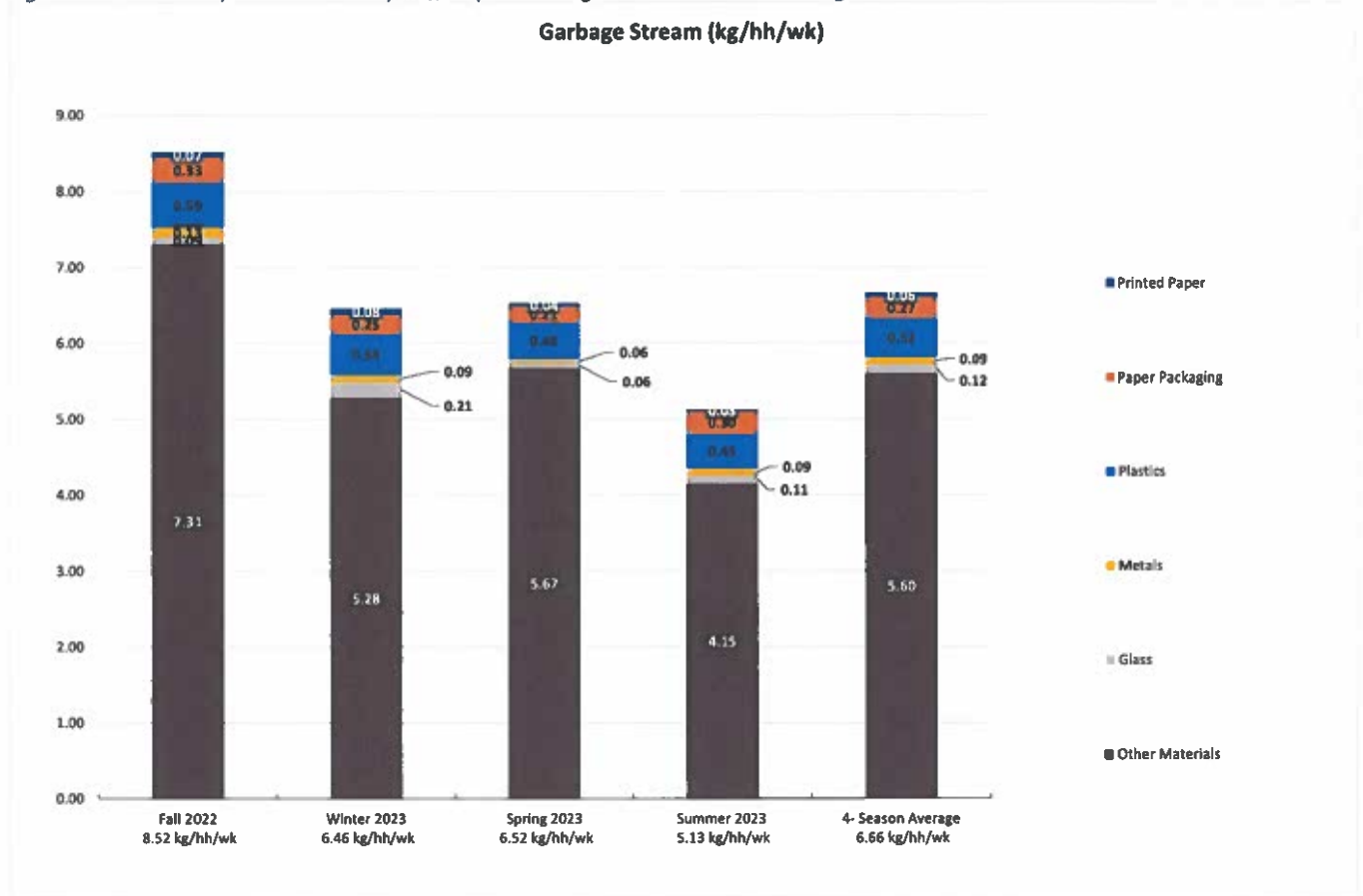
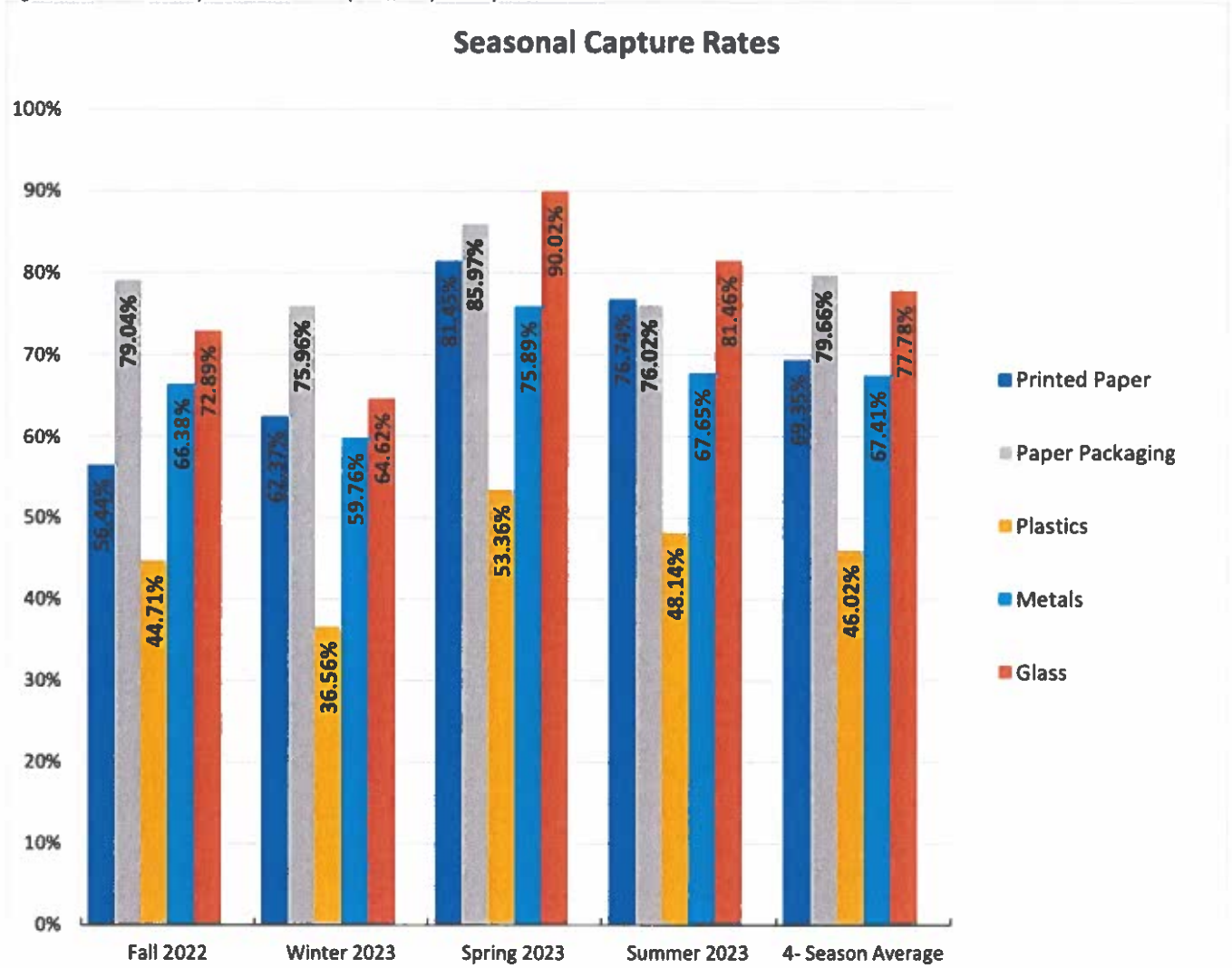


Figure 3.38 Rural Depot North B Drop-Off Depot Capture Rates



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April 2024

3.3.3 Rural Depot South

The Rural Depot South composition results are based on a municipality with a depot that residents can use to deliver their garbage and recycling. The depot location has recycling stations for residents to use when sorting their recyclables. No Fall 2022 Audit Data was gathered for this municipality.

Figure 3.39 Rural Depot South Drop-Off Depot Garbage & Recycling Stream Breakdown (kg/hh/wk)

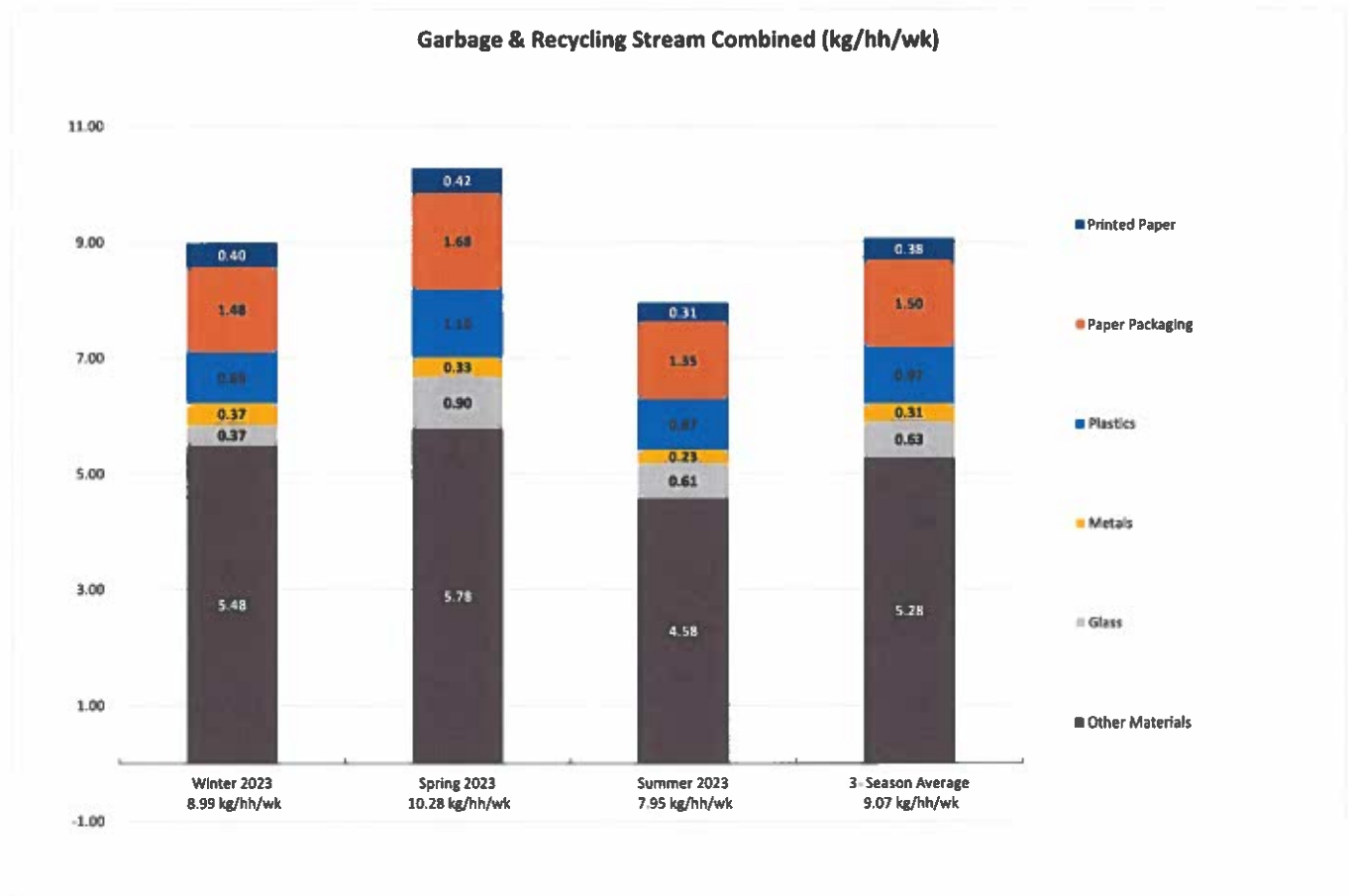
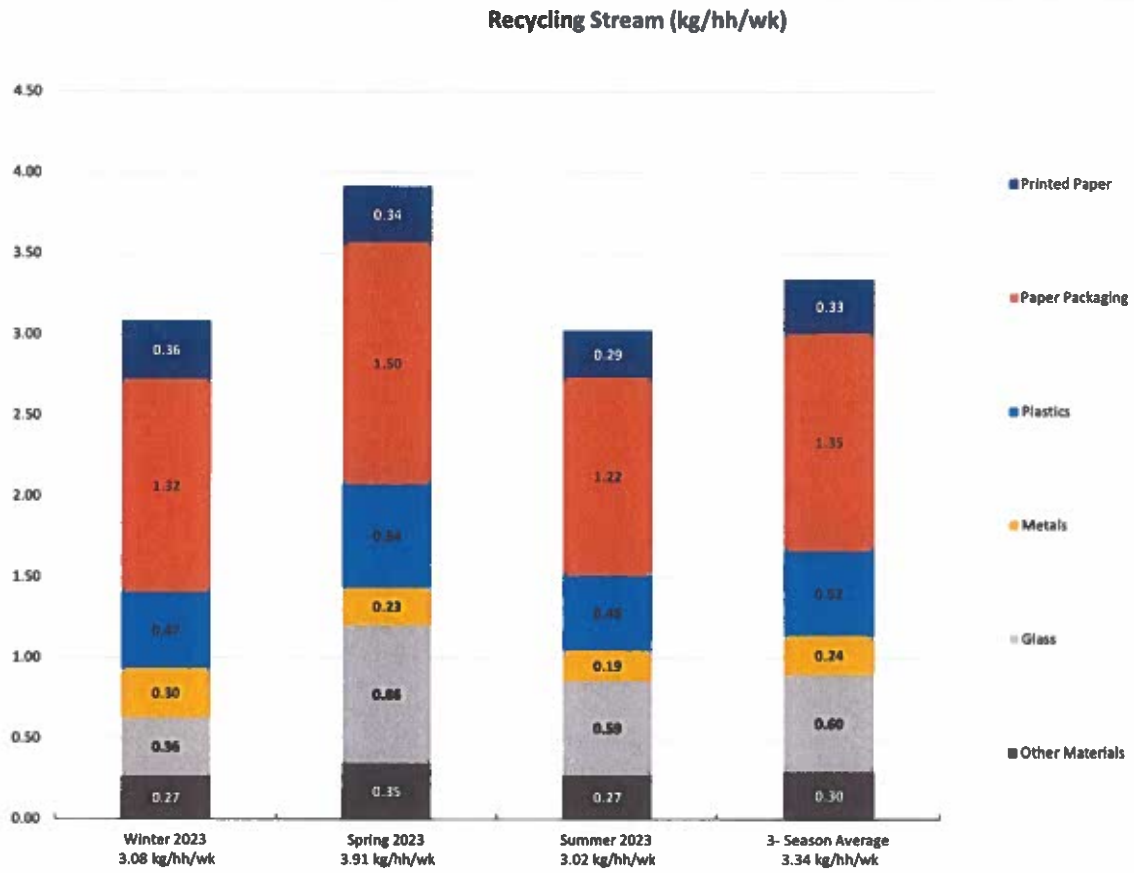


Figure 3.40 Rural Depot South Drop-Off Depot Recycling Stream Breakdown (kg/hh/wk)



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Figure 3.41 Rural Depot South Drop-Off Depot Garbage Stream Breakdown (kg/hh/wk)

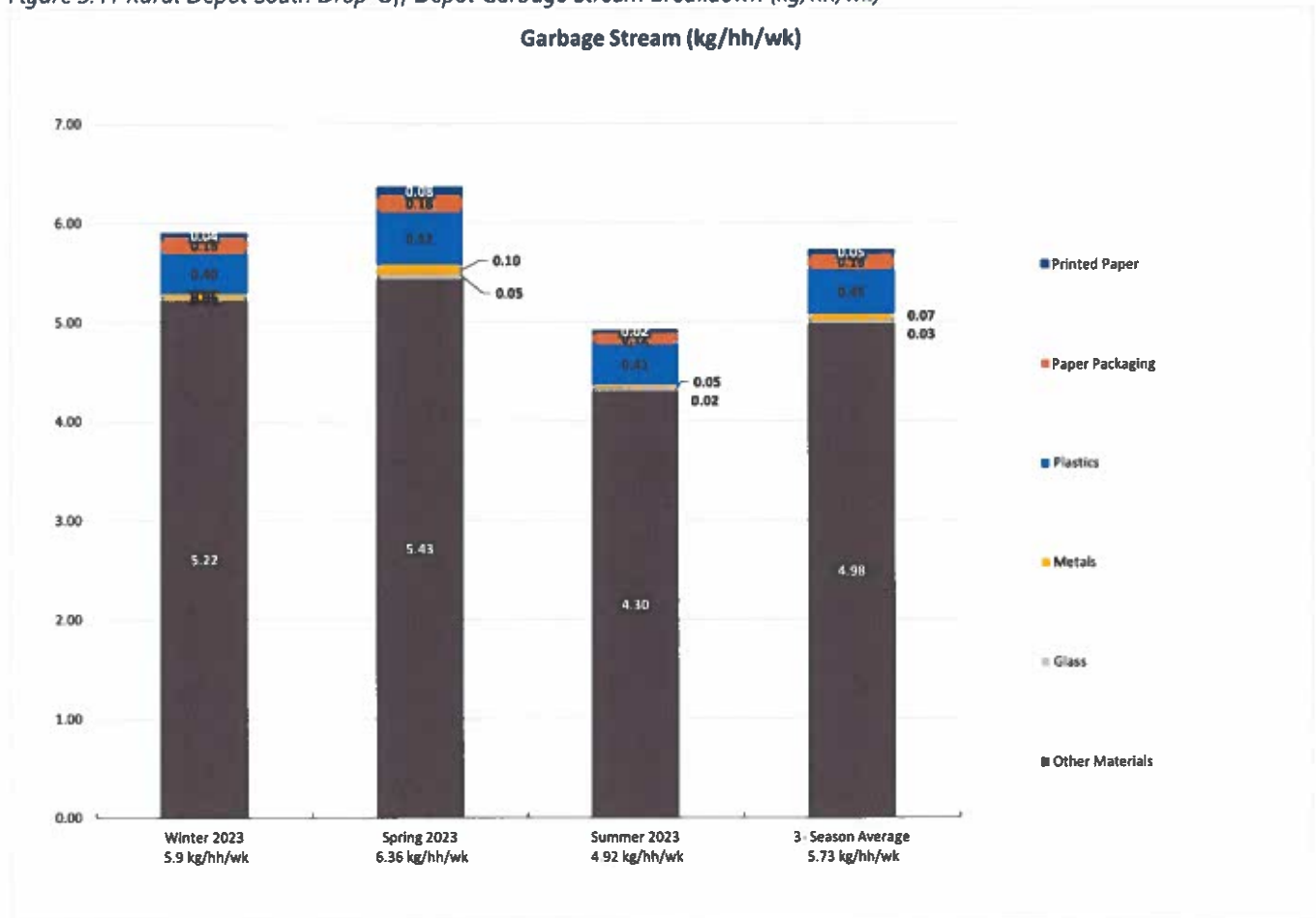
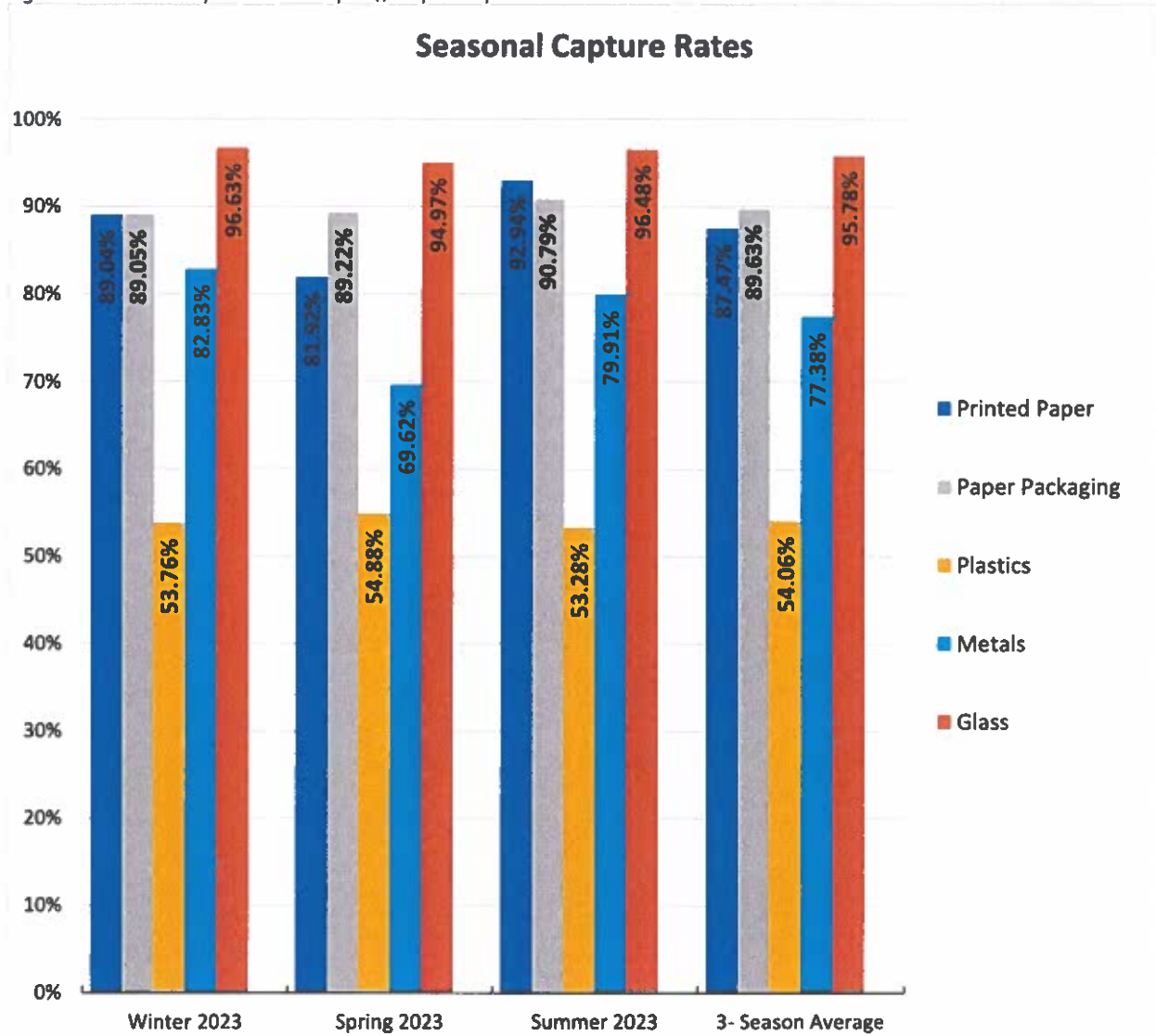


Figure 3.42 Rural Depot South Drop-Off Depot Capture Rates



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Report Prepared By:



William Baird, BSc., Dip. EC, EP(Waste)

Waste Audit Manager

APPENDIX A
SUMMARY OF WASTE
AUDIT RESULTS

APPENDIX B
WASTE AUDIT CATEGORY
DEFINITIONS

CIF/SO Terms of Reference Year 7 (2022/23) Residential Waste Composition Study - Material Categories	
Material Category	Description / Examples
PRINTED PAPER	
Newspapers/Newsprint	Daily and weekly newspapers, publications (e.g. TV guides, Auto Trader, Real Estate News) plus inserts and flyers made of newspaper
Other Residential Printed Paper (Obligated)	Mixed fine paper, bills and statements, ad mail, etc. Includes non-newspaper flyers and advertising, promotional calendars. Glossy magazines, catalogues, calendars, annual reports and product manuals (must be bound, i.e. stapled or glued). Telephone books and other directories such as the Yellow Pages. Includes shredded paper as high probability it was obligated paper (bills and statements). (Does NOT include items such as: books, purchased calendars, school notes, greeting cards, etc.)
PAPER PACKAGING	
Gable Top Containers - Food and other non-beverage	Polycoast containers with a gable shaped top for foods, sugar, molasses, whipping cream, buttermilk, coffee creamers, meal replacement drinks, infant formula, etc.
Gable Top Carton - Beverage non-dairy	Non-alcoholic non-dairy beverage polycoast cartons e.g. gable-top cartons that contained juice
Gable Top Carton - Dairy & Substitutes	Milk and milk substitutes in gable-top polycoast cartons e.g. Milk and soy milk, coconut milk, almond milk, eggnog, etc.
Aseptic Containers - Food and other non-beverage	Polycoast fibre and foil containers (e.g. Tetra Pak) for soup, sauces etc.
Aseptic Containers - Beverage non-dairy	Non-alcoholic non-dairy beverage aseptic cartons e.g. gable-top cartons that contained juice
Aseptic Containers - Dairy & Substitutes	Milk and milk substitutes in aseptic cartons e.g. Milk and soy milk, coconut milk, almond milk, etc.
Aseptic Containers - Alcoholic Beverage	Polycoast fibre and foil containers (e.g. Tetra Pak) for wine and other spirits
Carton and Paper Based Packaging	Packaging made of primarily fibre (paper) including: Spiral-wound containers, polycoated containers (food containers/ packages with white fibre and a rolled or folded film), beverage cups (hot and cold drink), laminated paper packaging (paper with aluminum foil, paper with plastic, multi-layered paper - e.g.: microwave popcorn bags, some cookie bags, dog food bags, paper granola bar wrappers, laminated paper carry out bags, etc.)
Corrugated Cardboard and Board/Molded Pulp	Includes micro-flute corrugated containers, pizza boxes, walled corrugated containers, electronic product boxes such as television and computer boxes, boxes used to direct mail for residential consumers. Kraft paper bags and wrap, grocery or retail bags, potato bags, some pet food bags, includes brown, white, and coloured Kraft paper and bags. Board, paperboard, cereal box, shoe box, frozen food box, cores from toilet paper/towel/gift wrap, etc. Includes wet-strength board, fast food, ice cream boxes, cartons such as fryolite ring boxes and paper plates. Molded pulp packaging such as egg cartons, drink trays, other trays, molded pulp flowerpots/trays, etc. (Does NOT include items like moving boxes, yard waste bags, etc.)
PLASTICS	
#1 PET Bottles - Clear - Non-Alcoholic Beverage PET Beverage less than 1L	Clear and translucent #1 plastic bottles for non-alcoholic beverages such as pop and juice with volume less than 1 litre.
#1 PET Bottles - Clear - Non-Alcoholic Beverage PET Beverage 1L and greater	Clear and translucent #1 plastic bottles for non-alcoholic beverages such as pop and juice with volume 1 litre or greater
#1 PET Bottles - Coloured & Black - Non-Alcoholic Beverage PET Beverage less than 1L	Solid colour and black #1 plastic bottles for non-alcoholic beverages such as pop and juice with a volume less than 1 litre.
#1 PET Bottles - Coloured & Black - Non-Alcoholic Beverage PET Beverage 1L and greater	Solid colour and black #1 plastic bottles for non-alcoholic beverages such as pop and juice with a volume of 1 litre or greater.
#1 PET Bottles - Clear, Coloured & Black - Alcoholic Beverage	All #1 plastic bottles for alcoholic beverages such as vodka or other spirits.
#1 PET Other Bottles, Jars and Packaging	Clear and solid colour (opaque) #1 plastic bottles, jars and packaging for foods and other consumer products such as cooking oil, honey, dish soap, shampoo, etc.
#1 PET Thermofom - Clear, Coloured, Black	#1 clamshells, #1 egg cartons, #1 trays, #1 blister packaging, #1 drink cups, etc. #1 coloured PET microwaveable trays, etc. #1 black PET microwaveable trays, etc.
#2 HDPE Bottles (Natural, Coloured & Black) - Non-Alcoholic Beverage - Non-dairy	#2 plastic bottles and jugs for non-alcoholic non-dairy beverages such as juice, etc.
#2 HDPE Bottles (Natural, Coloured, & Black) - Non-Alcoholic Beverage - Dairy and Dairy Substitutes	#2 plastic bottles and jugs for non-alcoholic beverages such as milk and milk substitutes (almond and soy milk)
#2 HDPE Bottles, Jugs and Packaging (Natural, Coloured, and Black) - Non-Beverage	#2 plastic plastic packaging for laundry soap, shampoo, windshield washer fluid, etc.
Flexible Film Plastic and Film Packaging	HDPE & LDPE film, dry cleaning bags, bread bags, frozen food bags, milk bags, toilet paper and paper towel over-wrap, lawn seed bags, grocery and retail carry-out bags, laminated plastic film and bags that are at least 85% plastic (by weight). Includes chip bags, vacuum sealed bags, cereal liners, candy wraps, pasta bags, boil in a bag, plastic based food pouches, etc. Does NOT include items such as garbage bags, kitchen catchers, zip lock bags, leaf bags, etc.
#5 PP Bottles - Non-Alcoholic Beverage	# 5 plastic bottles for non-alcoholic beverages
#5 PP Bottles and Containers	# 5 plastic bottles and containers for food, and consumer products: tubs and lids marked #5, bottles, etc.
#6 PS - Expanded Polystyrene and Non-Expanded Polystyrene Packaging	# 6 Foam take-out containers such as drink cups, large, white or coloured packaging foam, meat trays, etc. #6 Polystyrene, clamshell containers such as berry and muffin containers, opaque clamshell containers such as food take-out containers, yogurt containers, rigid trays, small milk or cream containers for hot beverages, cold drink cups.
#9 PS Non-Expanded Polystyrene Bottles - Non-Alcoholic Beverage - Non-Dairy	#9 Non-expanded Polystyrene bottles for Non-alcoholic non-dairy beverages; includes PS containers for beverages like orange juice and water and typically have an aluminum foil lid.
Other Rigid Plastic Packaging	Other rigid containers (#3, #4 & #7), non-PET blister packaging, unmarked/coded packaging, plant pots and trays, pallets etc.
Other Rigid Plastic Packaging - Non-Alcoholic Beverage Bottles	#3, #4, #7 & unmarked/coded plastic bottles for Non-alcoholic beverages
METALS	
Aluminum - Food, Foil and Foil Trays	Aluminum pet food cans, food cans (e.g., sardine cans) foil wrap, pie plates, baking trays, aerosol containers, etc.
Aluminum Beverage Containers	Beverage cans for non-alcoholic drinks such as pop and water, non-alcoholic beers, etc.
Aluminum Containers - Alcoholic Beverage	Beverage cans for alcoholic drinks such as beer, ciders, coolers, etc.
Steel - Non-Alcoholic Beverage	Non-alcoholic beverages such as fruit juices, etc.
Steel Food Cans, and Consumer Products	Steel packages for foods (soup, beans, peaches cans, etc.), and consumer products (paint, etc.), includes aerosol cans.
GLASS	
Clear Glass - Non-Alcoholic Beverage	Bottles for pop, water, juice and other non-alcoholic beverages
Clear Glass - Alcoholic Beverage	Wine bottles, spirit bottles, single-serve cooler bottles, beer bottles
Clear Glass - food, and other products	Food containers (such as pickle jars, salsa jars and dairy tubs), other consumer products (cosmetic containers for creams, etc.)
Coloured Glass - Non-Alcoholic Beverage	Bottles for pop, water, juice and other non-alcoholic beverages
Coloured Glass - Alcoholic Beverage	Wine bottles, spirit bottles, single-serve cooler bottles, beer bottles
Coloured Glass - food, and other products	Food containers (such as pickle jars, salsa jars and dairy tubs), other consumer products (cosmetic containers for creams, etc.)
OTHER MATERIALS	
Other Waste	All other materials not obligated for the Blue Box Program. Items listed as NOT included in descriptions above. Non packaging (consumer good) items, such as: wooden fruit basket, vacuum bags, wax candles, furnace filters, tissue and paper towels, organics, etc.

#10 (0)

THE ROYAL CANADIAN LEGION

VIRGINIATOWN - BRANCH 384

May 7, 2024

McGarry Township
Mayor Culhane and Council

Dear Council

On July 13th the Legion, Branch 384 has a conflict of two events. Viriginatown Legion, Branch 384 is asking permission to use the field directly behind the cenotaph on Webster Street. We would be putting up a large prospector's tent to house our stop in the annual motor cycle poker run and for a parking lot for the riders. The time would be from 7 am to approximately 1 pm.

Thanking council in advance for your consideration.

Sincerely yours,

Wendy Weller
President
The Royal Canadian Legion
Branch 384