

TOWNSHIP OF KING

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REGION OF YORK
CLERK'S OFFICE

FILE No. - *P42*

July 18, 2011

Denis Kelly, Regional Clerk
Region of York
17250 Yonge Street
NEWMARKET ON L3Y 6Z1

Dear Mr. Kelly,

RE: Establishing and Maintaining a System for Waste Management

Please find enclosed for your information and file, a copy of the extract of C.O.W. Item #2011-112 of the Committee of the Whole Report of May 2nd, 2011, Engineering and Public Works Department Report No: EPW 2011-07 regarding establishing and maintaining a system for waste management and By-law #2011-45.

Yours truly,

for

Kathryn Smyth
Clerk
Encls.

cc. Laura McDowell, Manager, Engineering, Environmental Services Dept., Region of York
Rob Flindall, Director of Engineering and Public Works

TOWNSHIP OF KING

COMMITTEE OF THE WHOLE REPORT

The following item from the Committee of the Whole Report of May 2nd, 2011 was adopted by Council at its meeting of May 2nd, 2011. The minutes of the meeting were approved by Council at its meeting of May 16th, 2011.

COPIES TO: FILE
ROB FLINDALL

C.O.W. #2011-112

Engineering and Public Works Department Report Number EPW 2011-07
Re: Establishing and Maintaining a System for Waste Management

Committee considered Engineering and Public Works Department Report Number EPW 2011-07 to enact a new waste collection by-law that establishes the frequency of collection and the acceptable material in each waste stream, to introduce waste prohibitions as well as new user fees for white goods and bulky items.

Committee recommends that Engineering and Public Works Department Report Number EPW 2011-07 be received, and the recommendations therein be approved, as follows:

- a) THAT Engineering and Public Works Report No. 2011-07 be received as information.
- b) THAT Council enact By-law Number 2011-45 substantially in the form attached as Attachment 1 to this Report, subject to such minor changes as are authorized by the Director of Engineering and Public Works in conjunction with the Township Solicitor, and to come into effect on May 2, 2011. By-law Number 2011-45 authorizes the establishment and maintenance of a system for collection, removal and disposal of garbage, other refuse, yard waste materials, recyclable materials including blue box materials and source separated organics in the Township of King; and
- c) THAT By-law Number 2007-65 be repealed, effective on the date on which By-law 2011-45 comes into full force and effect.

KATHRYN SMYTH
CLERK

TOWNSHIP OF KING

DATE: May 2, 2011
TO: Committee of the Whole
FROM: Engineering and Public Works Department
SUBJECT: Waste Collection Bylaw
Engineering and Public Works Report No. 2011-07
Establishing and Maintaining a System for Waste Management

1. RECOMMENDATION

The Engineering and Public Works Department respectfully submits the following recommendations:

- a) THAT Engineering and Public Works Report No. 2011-07 be received as information.
- b) THAT Council enact Bylaw Number 2011-45 substantially in the form attached as Attachment 1 to this Report, subject to such minor changes as are authorized by the Director of Engineering and Public Works in consultation with the Township Solicitor, and to come into effect on May 2, 2011. Bylaw Number 2011-45 authorizes the establishment and maintenance of a system for collection, removal and disposal of garbage, other refuse, yard waste materials, recyclable materials including blue box materials and source separated organics in the Township of King; and
- c) THAT Bylaw Number 2007-65 be repealed, effective on the date on which By-law 2011-45 comes into full force and effect

2. PURPOSE

The purpose of this Report is to have Council enact a new waste collection bylaw that establishes the frequency of collection and the acceptable material in each waste stream, being residual waste (garbage), leaf and yard waste, recyclable materials (blue box), source separated organics (green bin), white goods, bulky items and special collections. The bylaw will address recently introduced waste prohibitions as well as new user fees for white goods and bulky items. All associated user fees were established and adopted by Council in the Fees and/or Charges for Services or Activities Bylaw Number 2011-21.

3. BACKGROUND AND ANALYSIS

Council enacted Bylaw 2007-65 prior to the commencement of the Northern Six collaborative waste collection contract. That contract introduced the new level of services including source separated organics and every-other-week leaf and yard collection from April to November.

Township residents have embraced the new level of waste collection services and the Township has achieved its target of 65% curbside capture rate with respect to waste diversion. This target, approved by Council through Report OP-2006-27 "Joint Municipal Waste Diversion Strategy," has now been updated to 70% in the Joint Waste Diversion Strategy 2009 Update, Council Report No. OP 2009-27.

Subsequent to the enactment of Bylaw 2007-65, several legislative changes, Regional directives and Township cost containment measures have been implemented.

For clarity of interpretation and administering, additional definitions have been added to Bylaw 2011-45. In addition, the following list identifies the primary changes in the By-law to address recently introduced waste prohibitions and user fees related to the curbside collection program:

1. Prohibition of plastic film bags in the Source Separated Organic waste stream
2. Fee for White Goods collection
3. Fee for Bulky item collection
4. Requirement for 3-stream waste collection ability in new multi-residential buildings
5. Prohibition of Waste Electrical and Electronic Equipment (WEEE) in the waste stream

Commencing May 1, 2011 York Region is prohibiting the use of plastic bags in the Source Separated Organic (Green Bin) waste stream and residents will no longer be able to use shopping bags and garbage bags to line their organics bins.

Residents will be required to purchase and use "Certified Compostable Bags" bearing the provincially accepted Biodegradable Products Institute (BPI) label (noted below) in the green bin program.



The Region is providing promotion and education materials Region-wide which consist of the following:

- In-person promotion (stores, events, home shows, etc.)
- Use of the Three Stream Team Vehicle at events
- Paid advertising (print advertising in newspapers)
- Truck Signage (signage on Northern Six municipal collection trucks)
- Point of Sale Materials (signs positioned in-store at the shelf where compostable bags are located)
- Mobile Signs
- Website
- Distribution of Green Bin brochure (events, local municipalities, home shows, etc.)

- Media Releases
- York Works
- Local municipal newsletters and waste calendars

The Region will perform audits of the green bin program in each municipality in the coming months to determine the level of compliance and the need for enforcement. Enforcement is up to the local municipalities.

The Engineering and Public Works Department proposed a fee for the collection of White Goods to offset the operating cost of the associated waste collection services. This fee for services was established by taking the total collection cost for White Goods and dividing that cost by the number of appliances collected. A fee of \$20.00+HST per appliance was established and adopted by Council in the Fees and/or Charges for Services or Activities Bylaw Number 2011-21 and took effect April 1, 2011. The fee for Appliance collection was identified in the 2011 Waste Collection Calendar.

Below is an example of the Appliance sticker.



The follow options are available to residents to dispose of old appliances and avoid the curbside collection fees:

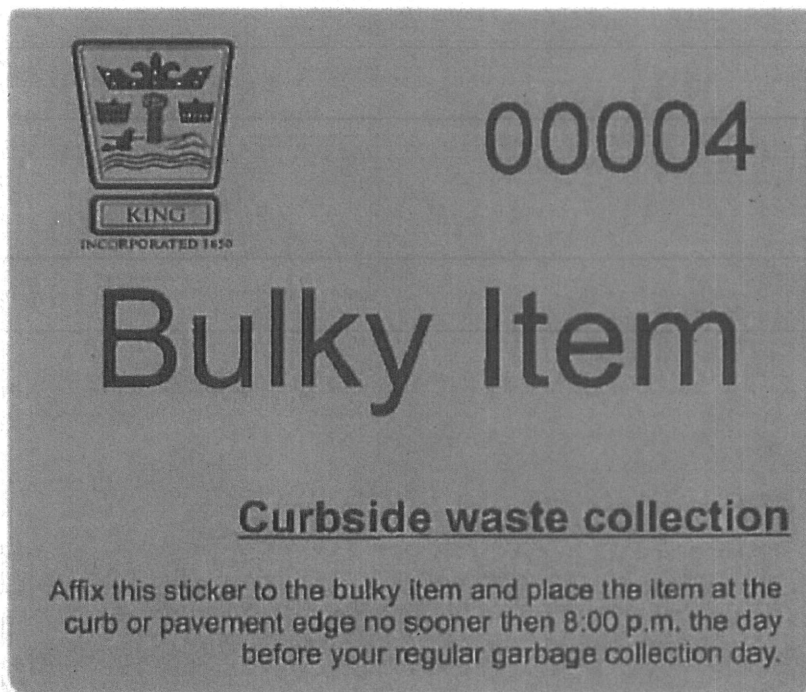
- If the appliance is in good working order, consider giving it to a charity or family in need.
- Residents may take their appliances to York Region's Community Environmental Centre located at 130 McCleary Court Community Environmental Centre (CEC) in Vaughan.
- If purchasing a new appliance, residents are advised to determine if the retail outlet(s)

provides a 'disposal / take away' option.

- Private scrap metal dealers may also take appliances at a reduced rate.
- If the refrigerator is in working condition and is over 15 years old, visit <http://www.everykilowattcounts.ca/residential/roundup/> for information on the Great Refrigerator Roundup. This program is designed to collect and recycle older refrigerators at no cost to the resident.

The Engineering and Public Works Department proposed a fee for the collection of Bulky Items which may be defined as items which normally accumulate in or around a home that are of a size and weight that cannot be placed into a normal garbage container or garbage bag. Generally speaking Bulky Items may include sofas, chairs, mattresses, dressers and other items of a similar nature. Again the purpose of the new fee is to encourage waste diversion, reuse and to offset operational costs. This fee for services was established by making the assumption that Bulky Items may weigh as much as ten typical garbage bags or containers. A fee of \$10.00+HST per Bulky Item was established and adopted by Council in the Fees and/or Charges for Services or Activities Bylaw Number 2011-21 and took effect April 1, 2011. The fee for Bulky Item collection was identified in the 2011 Waste Collection Calendar.

Below is an example of the Bulky Item sticker.



The follow options are available to residents to dispose of Bulky Items and avoid the curbside collection fees:

- If the Bulky Item is in good working order, consider giving it to a charity or family in need.
- Residents may take their Bulky Items to York Region's Community Environmental Centre located at 130 McCleary Court Community Environmental Centre (CEC) in

Vaughan. (a nominal disposal fee will apply)

- If purchasing a new piece of furniture, determine if the retail outlet(s) provides a 'disposal / take away' option.
- If the Bulky Item can be broken down into a size and weight permitting it to be collected using a standard container or bag, it may be placed out for collection with the appropriate garbage bag tag affixed to a maximum of 5 bags or containers (2 free plus 3 containers with stickers).

The Township of King currently does not provide 3-stream waste collection services to multi-residential buildings in the Township.

In response to a report dated May 19, 2010 from York Region's Planning and Economic Development Committee, and approved by Regional Council on June 25, 2010, the Engineering and Public Works Department have included in Bylaw 2011-45 a requirement for 3-stream waste management services in all new multi-residential buildings. To remain consistent with the Region, the following has been incorporated into Bylaw 2011-45:

- high-rise multi-family residential buildings are required to provide internal building capabilities for three stream waste management.
- three-stream waste management services be incorporated into multi-residential buildings as a best practices for internal building design.

The Region and the local municipalities are in the early stages of the development of an Integrated Waste Management Master Plan (IWMMP). The IWMMP contemplates that high rise multi-residential buildings will be required to accommodate a three-stream waste management service. Practices and collection responsibilities for multi-residential properties are still to be determined

Bylaw 2011-45 introduces prohibitions of Waste Electrical and Electronic Equipment (WEEE) in the waste stream.

Consistent with the Region's Sustainability Strategy, the Township is striving to improve the sustainability of waste management by increasing diversion and recognizing energy recovery as an important residual waste management option. Through removal of waste electronic materials and their potentially hazardous constituents from the residual waste stream, the WEEE program represents one important element contributing to more sustainable waste management.

In the future, King's residual waste (garbage) will be shipped to the Durham York Energy From Waste (EFW) facility. This EFW facility will ultimately turn the residual waste into electrical energy. Electronic waste will not be permitted in the waste stream used in the EFW facility.

Township residents are advised that that the prohibited materials are currently permitted for drop-off at all York Region depots including the McCleary Court Community Environmental Centre (CEC) in Vaughan.

Several York Region electronic retail locations, such as Best Buy and Future Shop, have initiated electronic waste return programs for materials included in the WEEE program.

Local and provincial retail take-back locations are listed through Ontario Electronic Stewardship on

their www.dowhatyoucan.ca website and provide for increased collection points for electronic waste in addition to York Region depots.

FINANCIAL IMPLICATIONS

The new waste management fees established in the Fees and/or Charges for Services or Activities Bylaw Number 2011-21 will result in an overall net cost reduction for the provision of the Township's waste collection services.

Staff anticipates the majority of costs associated with White Goods collection services will be recovered from fees, netting an approximate savings of \$10,000 per year.

Savings associated with the Bulky Item collection are harder to quantify as Bulky Items are collected in the regular garbage waste stream. Staff will monitor the monthly tonnages for garbage and report back to Council with the waste management savings after the program has been established.

The newly introduced prohibitions in the waste stream will also reduce the net cost of waste collection services as the current waste collection contract is paid based on the tonnage of material collected. Again Staff will monitor the monthly tonnages and cost savings and report back to Council at a later date.

CONCLUSION

In an effort to contain the cost of waste collection services within the municipality and to remain consistent with other municipalities in York Region it is recommended that Council adopt the new waste prohibitions, restrictions and fines set out in Bylaw 2011-45.

It is also recommended that Council repeal Bylaw 2007-65 and enact Bylaw Number 2011-45 establishing and maintaining a system for collection, removal and disposal of collectable waste effective May 2, 2011. This new bylaw will reflect King Township's commitment to the environment by targeting a curb side capture rate of 70% and reducing the overall waste management operating costs.

ATTACHMENTS

Draft Bylaw Number 2011-45

Prepared and Submitted by:

Reviewed by:


Larry B. Hollett, C.E.T.
Senior Project Manager


Robert Flindall, P.Eng.
Director of Engineering and Public Works

THE CORPORATION OF THE TOWNSHIP OF KING
BYLAW NUMBER 2011-45

A BYLAW FOR ESTABLISHING AND MAINTAINING A SYSTEM FOR COLLECTION, REMOVAL AND DISPOSAL OF GARBAGE, OTHER REFUSE, YARD WASTE MATERIALS, RECYCLABLE MATERIALS INCLUDING BLUE BOX MATERIALS AND SOURCE SEPARATED ORGANICS IN THE TOWNSHIP OF KING

WHEREAS the provisions of paragraph 3 of Section 11 (3) and Sections 75(1) and 127 of the *Municipal Act, 2001*, as amended, authorize the Township of King to enact by-laws to maintain a system for the collection and disposal of refuse;

WHEREAS such bylaws may require the separation of any class of waste at the point of collection and establish fees for the use of any part of the waste management system and may establish different rules, fees and incentives for different defined areas of the municipality, different classes of premises, and different classes of waste;

WHEREAS the Council of the Corporation of the Township of King deems it appropriate and in the public interest to enact such a bylaw as part of its continuing effort to reduce waste in the Township and to achieve a cost-effective system of waste management;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF KING HEREBY ENACTS as follows:

1. DEFINITIONS

In this Bylaw, including in this Section 1.0, the following terms shall have the meanings ascribed thereto as follows:

- 1.1 "Accessory Apartment" means one self-contained dwelling unit created through converting part of, or adding onto, an existing dwelling and registered with the Fire Department and zoned accordingly in the Zoning Bylaw;
- 1.2 "Apartment Building" has the same meaning as "Multi Residential Building" and means a building containing 5 or more dwelling units which have a common entrance from the street level and the occupants have the right to use common halls and/or elevators and yards, but excludes a boarding, lodging, rooming house, maisonette, fourplex, a group of dwelling houses, and any other dwelling defined in Zoning Bylaw, other than an apartment;
- 1.3 "Ashes" means the solid residue of any fuel used for heating or cooking purposes and cleanings from chimneys;
- 1.4 "Appliances and Metal Items" means white goods as identified in Schedule 'A';
- 1.5 BIA means "Business Improvement Area" which is an association of business people within a specified district who join together, with approval of the Township, in a self-help program aimed at stimulating local business;
- 1.6 "Blue Box" means the container meeting the specifications of the Township for the Collection of Recyclables and is detailed in Part 7 of this Bylaw;
- 1.7 "Bulk Container" means a receptacle which is approved by the Director for the Collection and disposal of Refuse, where any Person has arranged privately, at his own expense and liability, for such Collection and disposal. This includes but is not limited to automated container Collection systems either side or front-end loading with capacities of two (2) cubic yards and greater;
- 1.8 "Bulky Items" means furniture and large items which normally accumulate in or around a dwelling including sofas, chairs, tables, lamps (fluorescent bulbs removed), mattresses, carpet (cut into appropriate sized lengths) and general household items of a similar nature but not including items listed in Schedule 'A' of this Bylaw under

Prohibited Waste. Bulky Items shall also be defined as items that are of a size and weight that cannot be placed into a Container for the purpose of Garbage or Refuse.

- 1.9 "Bylaw" means this Bylaw, as it may be amended from time to time, and including its recitals and Schedules;
- 1.10 "Certified Compostable Bags" means any bags carrying the Provincially accepted Biodegradable Products Institute (BPI) label identifying it as such;
- 1.11 "Collectible Waste" means Garbage, Yard Waste, Recyclable Material, Source Separated Organics, Special Waste and White Goods or any one or more of them;
- 1.12 "Collection" means the Collection of Collectible Waste and includes delivery to a Waste Management Site, a Materials Recovery Facility or any other facility designated by a Designated Municipal Officer;
- 1.13 "Commercial" means the use of land, buildings or structures for the purpose of buying and selling commodities, and supplying of services as distinguished from such uses as manufacturing or assembling of goods, warehousing, transport terminals, construction and other similar uses and zoned accordingly in the Zoning Bylaw;
- 1.14 "Commercial Waste" means any waste generated from a Commercial property;
- 1.15 "Compostable Material" means any putrescible material such as food, grass, leaf and brush as may be designated by a Municipality from time to time;
- 1.16 "Construction Debris" means discarded building material resulting from the erection, repair, demolition, or improvement of buildings or structures including but not limited to plaster, lumber, broken concrete, excavated material, wallboard and siding;
- 1.17 "Container" means an approved receptacle used to place waste at the curb side for Collection and shall meet the specifications as defined in Section 7 of this Bylaw;
- 1.18 "Containerised Collection" means the Collection of waste (or other material as specified) via front end loading trucks. These Containers are typically referred to as dumpsters;
- 1.19 "Contractor" means any Person, company or corporation under contract with the Township to remove Refuse throughout the Township including the workmen and employees of a Contractor and includes the Engineering and Public Works Department for the Township;
- 1.20 "Designated Collection Area" means that area of each municipality that is designated to receive the Collection of Garbage, other Refuse, yard waste material and Recyclable material including Blue Box and Source Separated Organic Refuse either singularly or in total;
- 1.21 "Director" means the Township's Director of the Engineering and Public Works Department or his designate;
- 1.22 "Dwelling Unit" means one (1) room or a group of rooms in a building used or designed or intended to be used by one (1) or more persons as a single, independent and separate housekeeping unit:
 - a) which has a private entrance from outside the building or from a common hallway or stairway inside the building; but
 - b) does not mean or include a tent, cabin, trailer, mobile home or a room or suite of rooms in a lodging, boarding or rooming house, in a hotel, motor hotel or tourist home;
- 1.23 "Electronic Equipment" means Waste Electrical and Electronic Equipment (WEEE) and shall include but not be limited to computer peripherals including modems, printing devices including copiers, scanners, typewriters, telephones (physical and accessories), cellular phones, PDAs and pagers, audio and video players, cameras, equalizers/(pre)amplifiers, radios, receivers, speakers, tuners, turntable, video players/projectors, video recorders, personal hand held computers. A complete list of

"Electronic Equipment" is appended to this Bylaw as Appendix A: EEE Material Definitions

- 1.24 "Farm" means land used for the growing of trees, grain, sod, vegetables or fruit crops, the grazing or pasturing of livestock, or dairying and may include a farm dwelling and accessory units and is zoned accordingly in the Zoning Bylaw;
- 1.25 "Garbage" means all waste as defined in Schedule 'A' of this Bylaw under the heading Garbage;
- 1.26 "Green Bin" means the bin provided by and available through the Township for the Collection of Source Separated Organics and as detailed in Part 7 of this Bylaw;
- 1.27 "Hazardous Material" means hazardous material as defined in the *Environmental Protection Act*, as amended from time to time, and shall include but not be limited to ammunition, antifreeze, auto batteries, brake fluid, degreasers, drain cleaner, gasoline, herbicides, waste oil, oven cleaner, paints, pesticides, preservatives, septic tank cleaners, solvents and propane cylinders;
- 1.28 "Institutional" means the use of land, buildings or structures for government, religious, charitable, educational, health or welfare purposes or others and zoned accordingly the Zoning Bylaw;
- 1.29 "IC and I Locations" means Industrial, Commercial and Institutional locations;
- 1.30 "Intermittently Collected Refuse" means Refuse such as White Goods, Yard Waste, Christmas tree pick-up or special Waste;
- 1.31 "Material Recovery Facility" means the York Region Waste Management Receiving Facilities;
- 1.32 "Municipality" means the Corporation of the Township of King or the Regional Municipality of York, or both, as the context requires;
- 1.33 "Non-collectable and Prohibited Garbage" means any Refuse that is listed in Schedule 'A' of this Bylaw under the heading Non Collectible Waste;
- 1.34 "OCC" means old corrugated cardboard which is a Recyclable material;
- 1.35 "Organic Food Waste" means household organic wastes such as fruit, vegetable scraps, diapers, paper towels, coffee grinds, etc. excluding yard waste. Often referred to as Source Separated Organics, a more detailed list is shown in Schedule 'A' under the heading Food Waste (SSO) and Schedule 'B' of this Bylaw.
- 1.36 "Person" includes a corporation, a natural individual, any lessee, tenant, owner or agent of any lessee, tenant, owner or any person in control of a premise;
- 1.37 "Prohibited Refuse," means any Refuse that is listed in Schedule 'A' of this Bylaw under the heading Non Collectible Waste;
- 1.38 "Proprietor" means any owner of a property within the Township who receives curb side waste Collection in the "Designated Collection Area";
- 1.39 "Recyclable Material" also known as Blue Box material, means any Refuse that is listed in Schedule 'A' of this Bylaw under the heading Recyclable Materials;
- 1.40 "Refuse" means any object or material that has been discarded by any Person or that is no longer in use or reasonably intended to be used by any Person having ownership or control over such object or material;
- 1.41 "Regularly Collected Refuse" means any Refuse that is not Intermittently Collected Refuse or Prohibited Refuse. Blue Box, Green Bin and Garbage are considered Regularly Collected Refuse;
- 1.42 "Residential Premises" means any structure which contains at least one and no more than three self-contained residential households;

- 1.43 "Shopping Centre" means a group of commercial uses which have been designed, developed and managed as a unit by a single owner or tenant, or a group of owners or tenants as distinguished from a business area comprising unrelated individual uses and zoned accordingly in the Zoning Bylaw;
- 1.44 "Scavenge" means to sort through, pick over, interfere with, disturb, remove or scatter Refuse or material that is set out for Collection;
- 1.45 "Source Separated Organic Refuse" (Green Bin) means all food waste inclusive of vegetable and fruit peelings, coffee grounds, egg shells, pasta, breads, tea bags, diapers, sanitary and incontinent products, meat and fish products inclusive of skins and fat all leftover or outdated fresh, frozen, dried or cooked foods as listed in Schedule B of this Bylaw. Other refuse may be permitted in the Green Bin as listed in Schedule B of this Bylaw;
- 1.46 "Tag" means a sticker purchased from, and issued by, the Township for the purpose of being affixed to a receptacle or Garbage item to permit the Collection of curb side waste;
- 1.47 "Township" means the Corporation of the Township of King Corporation and may include, for the purposes of Collection of Garbage, Recyclable Materials and Organic Materials or for the purposes of the distribution of Tags, distribution of Stickers, any Person, company or corporation under contract with the Township to remove Garbage, other Refuse and Recyclable Materials throughout the Township or to distribute Tags and for such purposes includes all employees, agents or servants of such Person, company or corporation;
- 1.48 "Travelled Road" means the portion intended for travel of a common or public highway used by the general public for the passage of vehicles within the limits of the Township and includes private roads upon which placement and Collection of collectible Garbage is approved by the Director of Engineering and Public Works;
- 1.49 "Unit" means receptacle, bundle or bag for the purpose of holding Garbage for Collection;
- 1.50 "White Goods" means metal appliances such as stoves, refrigerators, freezers, hot water tanks, dishwashers, air conditioners and similar appliances that are listed in Schedule 'A' of this Bylaw under the heading White Goods;
- 1.51 "Yard Waste" means leaves, vegetables or other garden debris, shrubbery, or brush or tree trimming, not exceeding 1.5 metres (39 in.) in length and 75mm (3 in.) in diameter, seaweed and Halloween pumpkins that can be converted to compost humus, as defined in Schedule 'A' of this Bylaw under the heading Yard Waste. exceed or 60 cm (24 in.) in any other dimension and do not weigh more than 22 kg (50 lb.);
- 1.52 "Zoning By-law" means By-law 74-53 of the Township, as may be amended or replaced from time to time.

2. PART 2 SCOPE OF BYLAW

- 2.1 Where the provisions of this Bylaw conflict with the provisions of any other by law in force in the Municipality, the provisions of this Bylaw shall prevail.
- 2.2 The provisions of this Bylaw shall not relieve any Person from compliance with any provisions of the *Public Health Act* or regulations prescribed by the Medical Officer of Health.
- 2.3 This Bylaw shall apply to all lands within the Township of King.
- 2.4 Should conflicts exist between the definitions in this Bylaw and the Zoning Bylaw, the Zoning Bylaw shall prevail.

3. PART 3 INTERPRETATION

- 3.1 Wherever this Bylaw refers to a person or thing with reference to gender or the gender neutral, the intention is to read the Bylaw with the gender applicable to the circumstances.

- 3.2 References to items in the plural include the singular, as applicable.
- 3.3 The words "include", "including" and "includes" are not to be read as limiting the phrases or descriptions that precede or follow them. Specific references to laws in this Bylaw are printed in *Italic font* and are meant to refer to the current laws applicable within the Province of Ontario as at the time the Bylaw was enacted, as they are amended from time to time.
- 3.4 Section headings in this Bylaw are not to be considered part of this Bylaw and are included solely for the convenience of reference and are not intended to be full or accurate descriptions of the sections of this Bylaw to which they relate.

4. PART 4 GENERAL PROHIBITIONS FOR RESIDENTIAL, INSTITUTIONAL AND COMMERCIAL PROPERTIES

- 4.1 No Person shall deposit any Refuse for Collection and disposal by the Contractor other than in accordance with this Bylaw.
- 4.2 No Person shall deposit any Refuse on private property or on the property of the Municipality or local board thereof without the express written authority of the owner or occupant of such property.
- 4.3 No Person shall place any Refuse for Collection and disposal or permit any Refuse to remain on lands and premises over which he has control or where he is an owner, occupant, lessee, tenant or mortgagee in possession, where such Refuse constitutes a nuisance or a hazard to members of the public, emits foul or offensive odours or attracts or harbours vermin or insects.
- 4.4 No Person shall place Refuse for Collection and disposal except on such regular and recurring days and at such times as are designated by Council.
- 4.5 No Person shall set out or permit to be set out Prohibited Refuse for Collection and disposal by the Contractor.
- 4.6 No Person shall set out Intermittently Collected Refuse for Collection and disposal by the Contractor except on such intermittent days and times as are designated by Council.
- 4.7 No Person shall keep a receptacle or repository for Collectible Waste on his premises in a condition or location so as to cause a nuisance or to emit foul or offensive odours or to harbour or attract animals, rodents or other vermin or insects.
- 4.8 Regularly Collected Refuse shall be placed for Collection and disposal in Containers.
- 4.9 Containers shall be placed as close as possible to the curb or pavement edge of the road, without obstructing vehicular or pedestrian traffic or street maintenance. In the event of a dispute as to the location of Containers, the appropriate location shall be determined by the Director.
- 4.10 Containers, Bulky Items, Appliances and Metal Items shall not be placed at the curb or pavement edge before 8:00 p.m. on the day immediately preceding the day designated for Collection. Containers shall be placed on the curb or pavement edge no later than 7:00 a.m. on the day of Collection. All Containers shall be removed from the curb or pavement edge before 8:00 p.m. on the day designated for Collection.
- 4.11 Containers shall not contain warm ashes or liquids.
- 4.12 Waste Collection services are not provided to Apartment Buildings or Multi Residential Buildings.
- 4.13 Electronic Equipment is prohibited from Curbside Waste Collection.

5. GARBAGE RESTRICTIONS

- 5.1 The number of Garbage Containers put out for Collection from any residential, BIA, Farm, Commercial or ICI premises assigned a municipal address by the Township and receiving curb side waste Collection shall not exceed two (2) Containers once every

other week. All additional Containers must be affixed with a Tag to a maximum number of five Containers.

- 5.2 All Appliances and Metal Items must be affixed with a Tag before the item can be collected. The Township shall not issue refunds for Tags in the event the Appliances or Metal Items are scavenged from curb side prior to Collection of the item by the Contractor.
- 5.3 All Bulky Items must be affixed with a Tag before the item can be collected. The Township shall not issue refunds for Tags in the event the Bulky Item is scavenged from curb side prior to Collection of the item by the Contractor.
- 5.4 A commercial assessed property requiring more units of Collection than is allowed in this section shall have all Collectible Materials collected and disposed of at an approved site by a private waste disposal contractor operating under a Certificate of Approval issued pursuant to the *Environmental Protection Act*
- 5.5 Recyclable Material (Blue Box) may be set out for Collection and disposal by the Contractor weekly.
- 5.6 Source Separated Organic Refuse (Green Bin) may be set out for Collection and disposal by the Contractor weekly.
- 5.7 Where Recyclable Material is placed for Collection and disposal on recycling Refuse dates, it shall be placed entirely within an approved receptacle as defined in section 7.2 of this Bylaw.
- 5.8 Where Source Separated Organic Refuse (Green Bin) is placed for Collection and disposal on recycling Refuse dates, it shall be placed entirely within an approved receptacle as defined in section 7.3 of this Bylaw.
- 5.9 Yard Waste may be set out for Collection and Disposal by the Contractor once every other week from April 1st through to November 30th.

6. GENERAL

- 6.1 Notwithstanding the provisions of this Bylaw, any Person may contract at his own expense and at his own liability, for the Collection of Containers in excess of the specified quantity or for the Collection and disposal of any Refuse. In such cases, that Person shall utilize Bulk Containers for such Refuse and shall otherwise conform with the provisions of this Bylaw, except for the provisions of Sections 4.9, 4.10, 5.1, 5.2 and 5.3 of this Bylaw and shall ensure that no hazard or inconvenience to other Persons is created by storing of or by the Collection and disposal of Refuse in Bulk Containers.
- 6.2 Notwithstanding the provisions of this Bylaw, any Person may provide, at his own expense, for the delivery of Refuse to the appropriate Collection and disposal facilities.
- 6.3 No Person shall convey through the streets within the Township limits any Refuse except in completely covered Containers or in vehicles that are totally enclosed or covered so as to prevent any Refuse from falling upon the streets, and to seal such Refuse from flies or vermin, and to control, as far as possible, the escape of any offensive odours therefrom.
- 6.4 No Person shall set out for Collection or convey Refuse so as to create a hazard to the public.
- 6.5 In the event that Refuse is set out for Collection and disposal other than in accordance with the provisions of this Bylaw, the Contractor may refuse to collect and dispose of such Refuse. It shall then be the responsibility of the Person setting out such Refuse to comply with the provisions of this Bylaw. Refusal by the Contractor to collect and dispose of such Refuse shall not limit the applicability of any penalty imposed pursuant to this Bylaw.
- 6.6 No Person shall scavenge any Refuse, interfere with the collection of Refuse or otherwise create a nuisance with any waste set out for Collection.

- 6.7 No Person shall place a large appliance, such as but not limited to, a dishwasher, refrigerator or freezer, out for Collection without first removing the door, lid or cover from any such large appliance.
- 6.8 Notwithstanding the fact that the Township does not provide Collection services to Multi Residential Buildings, owners of existing, or proponents of new, Multi Residential Buildings, shall incorporate adequate storage facilities, odour control systems, vermin control systems and Collection vehicle accessibility into the xthe Building or design of the Building, to facilitate the Collection of Garbage, Recyclable Materials and Source Separated Organic Refuse.
- 6.9 Any Person who is not a Proprietor or who has more than the allowable number of units of collectible material as defined in Section 4.2 shall prepare his Garbage for Collection as set out in this Bylaw and dispose of it at his own expense by conveying the material, or having it conveyed, to an approved disposal site or transfer station, and depositing it in accordance with the direction of the Director and/or the Regional Municipality of York.
- 6.10 Every Proprietor requiring Collection of Garbage shall place such Garbage out for Collection in securely covered Containers.

7. APPROVED RECEPTACLES

- 7.1 No Person shall place Garbage out for Collection unless it is contained in one of the following receptacles:

- i) A returnable receptacle which is waterproof, durable, rust resistant, non-absorbent with a close fitting cover and two suitable handles. The receptacle's diameter shall not exceed 50 cm (20 in.) or a height of 90 cm (36 in.). The diameter at the top of the receptacle shall be larger than the bottom. The total weight of any full receptacle shall not exceed 22 kg (50 lb.).
- ii) A non-returnable receptacle which is:
 - (a) A waterproof plastic bag designed and sold for the purpose of containing Garbage and secured so as to prevent any spillage. Maximum size shall be 76 cm (30 in.) by 122 cm (48 in.) and a total (full) weight not exceeding 22 kg (50 lb.)
 - (b) A box which is dry and which holds all Garbage without spilling or breaking with a maximum size of 76 cm (30 in.) by 122 cm (48 in.) high by 30 cm (12 in.) depth and a total (full) weight not exceeding 22 kg (50 lb.).

or are placed out for Collection in the following manner:

- iii) Crates, barrels and similar receptacles flattened and tied securely in bundles. No such bundle shall weigh more than 22 kg (50 lb.) or shall exceed 90 cm (36 in.) in any dimension.

- 7.2 No Person shall place Recyclable Materials out for Collection unless they are contained in one of the following approved receptacles:

- i) Blue plastic boxes, open topped plastic crates, plastic pails or wooden crates or boxes clearly and easily identifiable as containing Recyclables, which contain all Materials without spilling and which do not exceed 50 cm (20 in.) in height and 50 cm (20 in.) in width or length.
- ii) Non-returnable receptacles shall include open topped cardboard boxes which contain all Materials without spilling and which do not exceed 40 cm (16 in.) in height and 50 cm (20 in.) in width or length.

or are placed out for Collection in the following manner:

- iii) Magazines, newspapers, cardboard, boxboard and other waste paper tied securely in bundles not larger than 60 cm (24 in.) x 60 cm (24 in.) x 30 cm (12 in.).

- 7.3 No Person shall place Source Separated Organic Materials out for Collection unless they are:
- i) Contained in a plastic Green Bin. The Green Bin's size shall not exceed 30 cm (12 in.) x 34cm (14 in.) or a height of 60cm (24 in.) and having a maximum weight of 22kg (50 lb.).
 - ii) Contained in Certified Compostable Bags or a large Certified Compostable bag liner in Green Bin, but not both. "Certified Compostable Bags" means any bags carrying the Provincially accepted Biodegradable Products Institute (BPI) label identifying it as such.
 - iii) Contained in a Green Bin as approved by the Director.
- 7.4 No Person shall place out for Collection Special Waste, Bulky Items or White Goods unless the item is affixed with a Tag and the Person has called the Contractor to arrange for curb side Collection.
- 7.5 No Person will place Yard Waste out for Collection unless contained in one of the following approved receptacles:
- i) A returnable receptacle which is waterproof, durable, rust resistant, non-absorbent has a close fitting cover and two suitable handles. The receptacle's diameter shall not exceed 50 cm (20 in.) or a height of 90 cm (36 in.). The diameter at the top of the receptacle shall be larger than the bottom. The total weight of any full receptacle shall not exceed 22 kg (50 lb.). A "Yard Waste" sticker shall be affixed to the receptacle.
 - ii) A non-returnable receptacle which is:
 - (a) Kraft paper bags manufactured for that purpose.
 - (b) A box which is dry and which holds all Yard Waste without spilling or breaking with a maximum size of 76 cm (30 in.) by 122 cm (48 in.) high by 30 cm (12 in.) depth and a total (full) weight not exceeding 22 kg (50 lb.).
- or placed out for Collection in the following manner:
- iii) Boughs, twigs and cuttings may be placed for Collection in securely tied bundles which do not exceed 1.5 metres (39 in.) in length or 60 cm (24 in.) in any other dimension and do not weigh more than 22 kg (50 lb.).
- 7.6 Any receptacle placed out for Collection which is broken or which breaks when lifted will not be collected.
- 7.7 Plastic bags are prohibited as a receptacle for Yard Waste or for Blue Box Recyclable Materials or for Green Bin Source Separated Organic Refuse. .

8. FEES FOR SERVICES

- 8.1 Proprietors are permitted to set out two (2) Containers of Garbage for Collection. All additional Containers (to a maximum three additional Containers) will require a Tag affixed to the contents of the Container or item and the Tag shall be clearly visible upon removal of the Container's lid.
- 8.3 Excluded from the provisions of this section are all Recyclable Materials (Blue Box) and Source Separated Organic Refuse (Green Bin).
- 8.4 Tags may be purchased from the Township.
- 8.5 The Township shall have available for sale Blue Bins and Green Bins for the purpose of storing and Collection of Recyclable Materials and Source Separated Organics Refuse respectively. Damaged boxes and bins will be replaced by the Township, at no cost, provided the owner returns the damaged box to the Township offices or other designated facilities.

- 8.6 Proprietors are permitted to set out Appliances and Metal Items for curb side Collection when affixed with a Township issued Tag.
- 8.7 Proprietors are permitted to set out Bulky Items for curb side Collection when affixed with a Township issued Tag.

9. ENFORCEMENT AND PENALTIES

- 9.1 Where any Proprietor places Garbage, Yard Waste or Special Waste out for Collection which does not have a Tag affixed as required by Section 8 of this Bylaw, but which is placed out for Collection otherwise in accordance with the provisions of this Bylaw
- (a) Such Garbage, Yard Waste or Special Waste may be collected by the Township which may charge a fee of Twenty Five Dollars (\$25.00) per unit for this service to the Proprietor. The Proprietor will receive notice of the charging of such fee by mail and the fee is due within 60 days of the mailing of the notice; and
 - (b) Fees imposed under this section shall be added to the tax roll for any real property in the Township which benefits from such Collection and fees unpaid in accordance with subsection 9.1(a) may be collected in like manner as taxes as provided for in Part XII Fees and Charges, Section 391 (Bylaw re: fees and charges) of the *Municipal Act*, 2001.
- 9.2 Any Person convicted of a breach of the provisions of this Bylaw shall be guilty of an offence and every Person who is convicted of an offence under this Bylaw shall be subject to a fine. A minimum fine shall not exceed five hundred dollars (\$500.00) and a maximum fine shall not exceed five thousand dollars (\$5,000.00). Such fines shall be recoverable under Part XIV ENFORCEMENT, Section 425 Authority to Create Offences and Section 429 Authority to Establish Fines, of the *Municipal Act*, 2001.
- 9.3 Any material placed at curb side, alleyway or in any other location for Collection is the property of the Township or its authorized Collection agent(s). No Person, unless authorized by the Director, shall interfere with or cause or permit any Person to interfere with or collect, scavenge, disturb, remove or scatter any Garbage, Recyclable Material or Yard Waste placed out for Collection by the Township except for the Person(s) who placed the material for Collection, or if authorized under law.
- 9.4 Any Person who breaches any provision of this Bylaw and consequently causes or permits collectible materials and/or non-collectible materials to fall upon the property of the Township or of another Person, shall pick and gather up the same immediately; otherwise
- (a) Employees of the Township may pick up the material and charge a fee of One Hundred Dollars (\$100.00) per unit for the expense incurred in doing so. The Person who has breached the Bylaw will receive notice of the charging of such fee by mail and the fee is due within 60 days of the mailing of the notice; and
 - (b) Fees imposed under this section and unpaid in accordance with subsection (a) may be collected in like manner as taxes as provided for in Part XII, Section 398 (Debt) of the *Municipal Act*, 2001.
- 9.5 The provisions of this Bylaw are enforceable by the Township in accordance with the *Municipal Act*, 2001 and the *Provincial Offences Act*, or any successor legislation.
- 9.6 Every Person who causes or permits or allows any contravention of any provision of this Bylaw or any owner or originator of Garbage thrown, deposited or placed in contravention of this Bylaw is guilty of an offence and on conviction is liable to a fine in the amount provided by the *Provincial Offences Act*, or any successor legislation.
- 10. SEVERABILITY**
- 10.1 If any provision or requirement of this Bylaw or the application thereof to any Person shall to any extent be held to be invalid or unenforceable, the remainder of this Bylaw or the application or such provision or requirement to all Persons other than those to which it is held to be invalid or unenforceable shall not be affected thereby and it is hereby declared to be the intention of Council that each provision and requirement of

this Bylaw shall be separately valid and enforceable to the fullest extent permitted by law.

11. COMING INTO FORCE

11.1 This Bylaw shall come into force and take effect as of the --- day of May, 2011

13. REPEAL

13.1 Bylaw 2007-65 is hereby repealed on the same date upon which this by-law comes into force and effect.

Read a first, second and third time and finally passed this 2nd day of May, 2011.

Steve Pellegrini, Mayor

Kathryn Smyth, Acting Clerk

SCHEDULE A

Waste Materials by Method of Collection							
Waste Material Classification	Garbage	Recyclable Materials	Bulk Items	White Goods	Yard Waste	Source Separated Organics (SSO)	Non Collectible Waste
1. Biological							
a) Animal Waste						X	
b) Bio-medical waste							X
c) Carcasses							X
d) Pathological waste							X
e) Syringes and needles							X
2. Bulk							
a) Bicycles and parts thereof			X				
b) Carpets, rolled and bundled up to 1.5 m			X				
c) Carpets, greater than 1.5 m, or loose							X
d) Swimming pool filters and pumps			X				
e) Plumbing parts such as sinks, and seats, bathtubs, fittings			X				
f) Furniture			X				
g) Mattresses and bedsprings			X				
h) Other household bulk items up to 45 kg			X				
i) Other household bulk items greater than 100 lbs							X
3. Metal							
a) Pieces of metal weighing not more than 45 kg and up to 1.5 m in length				X			
b) Pieces of metal weighing more than 45 kg or more than 1.5 m in length							X
c) Metal food and beverage Containers		X					
d) Steel barrels							X
e) Car and car parts							X
f) Wire, wire mesh and fencing weighing not more than 45 kg, with a maximum length and width of 1.5 m							X
g) Wire, wire mesh and fencing weighing more than 45 kg, with a length and width exceeding 1.5 m							X
h) Propane tanks and fuel Containers and cylinders							X
4. Yard Wastes							
a) Brush, tied in bundles less than 1.5m in any dimension.					X		
b) Brush tied in bundles larger than 1.5m in any dimension.							X
c) Brush, which is placed in an acceptable Container as specified by the Designated Municipal Official.					X		
d) Leaf and yard waste, in an acceptable Container as specified by the Designated Municipal Official.					X		
e) Grass clippings							X
5. Food Waste							
a) Vegetable and meat scraps and paper/cardboard material soiled with food waste						X	
6. Paper							

Waste Materials by Method of Collection							
Waste Material Classification	Garbage	Recyclable Materials	Bulk Items	White Goods	Yard Waste	Source Separated Organics (SSO)	Non Collectible Waste
a) Boxboard		X					
b) Corrugated cardboard		X				X	
c) Drinking boxes		X					
d) Envelopes, direct mail advertising, paper egg cartons, greeting cards and remaining paper and paper products generated by households		X					
e) Fine paper		X					
f) Hard cover books		X					
g) Laundry detergent boxes		X					
h) Juice, milk and ice cream cartons		X					
i) Tissues and paper towels						X	
j) Magazines, catalogues and telephone books		X					
k) Newsprint		X					
l) Paper drinking cups		X					
m) Waxed paper, carbon paper, construction paper	X						
n) Kraft paper		X					
7. Plastics							
a) Clean sandwich, milk, bread and shopping bags	X						
b) Clear food packaging, baked goods Containers, clear flexible bottles, blister packaging	X						
c) Blister wrap, bubble packaging, saran wrap	X						
d) Bottle lids	X						
e) Bottles and jugs, milk, juice, detergent		X					
f) Drinking cups	X						
g) Large mouth plastic tubs, margarine tubs, yogurt Containers		X					
h) Pill bottles	X						
i) Beverage Containers, soft drink and water bottles		X					
j) Stiff/crinkle type bags (potato chips, department store)	X						
k) Styrofoam food trays	X						
l) Toys	X						
8. White Goods							
a) Air conditioners				X			
b) Dehumidifiers				X			
c) Dishwashers				X			
d) Hot water tanks				X			
e) Refrigerators and freezers				X			
f) Stoves, ovens and microwave ovens				X			
g) Washers and dryers				X			
h) Swimming pool heaters				X			
i) Metal shower enclosures				X			
j) Window A/C units				X			

Waste Materials by Method of Collection							
Waste Material Classification	Garbage	Recyclable Materials	Bulk Items	White Goods	Yard Waste	Source Separated Organics (SSO)	Non Collectible Waste
k) Metal bathtubs				X			
l) Metal lawn furniture				X			
m) Empty metal water softener				X			
n) BBQ (no propane)				X			
9. Wood							
a) Wood boxes and barrels with a length not greater than 1.5 m			X				
b) Wood - any length							X
10. Additional Material							
a) Ammunition							X
b) Batteries							X
c) Brick, rock, asphalt							X
d) Disposable diapers and Personal hygiene products						X	
e) Earth and sod							X
f) Empty metal paint cans and empty aerosol cans		X					
g) Explosives							X
h) Fibreglass							X
i) Household sweepings	X						
j) Glass bottles and jars		X					
k) Glass plate and windows	X						
l) Hay and straw					X		
m) Hazardous waste							X
n) Sawdust and shavings						X	
o) Sawdust and shavings - bagged						X	
p) Shingles							X
q) String and twine	X						
r) Swimming pool covers			X				
s) Tires and rims							X
t) House plants and small amounts of soil						X	
u) Woods chips - untreated					X		
v) Woods chips - treated	X						

SCHEDULE "B"

Source Separated Organic Refuse - Accepted Items

ITEMS
Animal Waste, Litter, Bedding & Fur
Baking Ingredients
Bird Seed
Boxboard (soiled)
Bread
Candy & Confectionary Products
Candy Wrapper, Paper
Cardboard (soiled)
Cereal
Coffee Grinds, Filters & Tea Bags
Consumable Food
Dairy Products
Diapers
Eggs and Egg Shells
Feathers
Fish and Shellfish
Flour & Sugar Bags
Flowers (Dried & Fresh Cut)
Food Products (Consumable)
Fruit
Hair
Houseplants (Includes Plant Material & Soil)
Incontinence Products
Kraft Paper (Meat Wrap)
Meat Products (Bones, Fat, Skin)
Microwave Popcorn Bag
Moulded Pulp (Egg Carton, Carry Out Tray)- Soiled
Muffin Wrappers
Nail Clippings
Newspaper (soiled)
Paper Cups and Paper Plates
Paper Towels
Pasta
Pet Food
Polycoat Containers (Ice Cream Box)- Soiled
Sanitary Products
Sawdust *
Spices
Tea Bags
Tissues
Vegetables

* Wood sources only (not pressure treated). No saw dust from melamine, composite wood, particleboard, etc. will be accepted.

SCHEDULE "B" CONTINUED

SSO Not Accepted Items

ITEMS
Artificial Flowers & Plants
Ashes
Baby Wipes
Candles
Carpet & Rugs
Cigarette Butts
Clothing, Leather & Textiles
Corks
Cotton Balls, Ear Cleaners & Make Up Removal Pads
Dead Animals
Disposable Mop Sheets
Dryer Lint
Dryer Sheets
Foil
Gum
Lint
Milk Bags
Plastic Film Bags
Plastic Wrap & Baggies
Popsicle Sticks
Styrofoam
Tissue Gift Wrap Paper
Toothpicks
Vacuum Cleaner Bags & Contents
Wax Paper
Wood

Appendix A: EEE Material Definitions

EEE Material Category for Reporting Purposes		Phase 1 and 2 Materials Definition	Includes	Excludes
Category	Sub-Category			
Display Devices	Less than or equal to 29" Screen	A device that displays an image, using a variety of technologies including CRT, LCD, plasma and rear-projection.	- Computer monitors - Professional display monitors - Closed circuit monitor screens - Televisions - Dual television and computer monitors - All-in-One (AIO) computers: a display device with an embedded computer	Displays that are embedded into non-Phase 1 and 2 products where the display is not the primary function of the product
	Greater than 29" Screen			
Desktop Computers		Desktop models refer to those computers that are designed to be utilized on a work surface and require standard alternating current (AC) power plug for a primary source of power.	- Desktops - Computers - Computer terminals - Desktops acting as servers - Thin clients - Microcomputers - Minicomputers	- Computer terminals that are embedded into non-Phase 1 and 2 products - Portable computers - Products classified as Computer Peripherals under this Plan - All-in-One (AIO) computers: a display device with an embedded computer - Rack-mounted or floor standing servers
Portable Computers		Portable models refer to a portable computer that contains a Central Processing Unit (CPU) and than can operate using a self-contained battery or using an external AC/DC adaptor.	- Laptops - Notebooks - Notepads - Tablet PCs - Mini notebooks - NetBooks	- Computer terminals that are embedded into non-Phase 1 and 2 products - Personal handheld computers (included in Image, Audio and Video category) - Personal digital assistance (PDAs) (cell-enabled included in Cellular Devices category; non-cell-enabled included in Personal/Portable Image, Audio and Video Devices category) - Products classified as Computer Peripherals under this Plan - Other handheld electronic devices
Computer Peripherals		Computer peripherals refers to external, as well as integrated modems, disk drives, optical drives, computer mouse and keyboards that are added, or attached, to a computer in order to expand its functionality. A modem refers to a devices that encodes digital computer signals into analog/analog telephone signals and vice versa and allows computers to communicate over a phone line or cable connection.	- Replacement computer component and standalone products that are sold to the end user - CD-ROM, DVD, HD-DVD and BluRay drives - Floppy-disk drives - Computer mouse - Computer keyboards - Wired cable, DSL, and ADSL modems - Wireless modems	- Computer peripherals that are supplied as replacement parts under a warranty and non-warranty service repair arrangement - Internal components contained within the original desktop or portable computer at the time of supply - Components that are supplied as replacement parts under a warranty - Components for non-warranty service repair arrangements - Speakers, cameras, microphone and other non-Phase 1 and 2 products - Internal components contained within the original desktop or portable computer at the time of supply - Routers - Network hubs - Satellite networking devices - Telephony devices (i.e. VoIP devices)

Appendix A: EEE Material Definitions

EEE Material Category for Reporting Purposes		Phase 1 and 2 Material Definition	Includes	Excludes
Category	Sub-Category			
Printing, Copying and Multi-Function Devices	Desktop and Portable Printing, Copying and Multi-Function Devices	Printing, copying and multi-function devices, utilizing all printing technologies, designed to be handheld or to reside on a work surface and that can print on media with dimensions up to 48" wide. Copiers and/or multi-function devices classified as Segment 1 or Segment 2. Copier and/or multi-function devices that are designed to reside on a work surface that are not classified as Segment 1 or Segment 2. Includes models that are able to utilize an optional floor-stand.	• Desktop or portable computer scanners • Desktop printers • Portable PC-free photo printers • Camera dock printers • Desktop label, barcodes, card printers • Desktop fax machines • Desktop multi-function or "all-in-one" devices • Point of Sale (POS) receipt printers • Handheld printers such as calculators with printing capabilities or label makers • Desktop copiers or copy & print devices • Typewriters powered by AC power plug or by internal battery unit	• Printing devices that are embedded into non-Phase 1 and 2 products, where the printing devices are not the primary product • Non-electronic typewriters • Printing devices capable of printing on media with dimensions greater than 48" wide
	Floor-Standing Printing Devices	Printing devices, utilizing all printing technologies that are floor-standing models and that can print on media with dimensions up to 48" wide.	• Floor-standing office printers • Floor-standing graphics printers • Floor-standing wide-format printers	• Floor-standing printing devices capable of performing additional non-printing functions such as copying or faxing • Printing devices that are embedded into non-Phase 1 and 2 products, where the printing device is not the primary product • Newspaper and industrial printing devices • Printing devices capable of printing on media with dimensions greater than 48" wide • Models which are able to utilize an optional floor-stand
	Floor-Standing Copying Devices	Copier and/or multi-function devices classified as Segment 3, Segment 4 or Segment 5. Copier and/or multi-function devices that are floor-standing models that are not classified as Segment 3, Segment 4 or Segment 5.	• Floor-standing multi-function or "all-in-one" devices that perform different tasks such as copy, scan, fax, print • Floor-standing photocopiers • Floor-standing copy and print devices • Floor-standing wide-format copiers and/or multi-function devices	• Floor-standing devices that only perform printing functions • Newspaper and industrial copying and/or multi-function devices • Copying and/or multi-function devices capable of printing on media with dimensions greater than 48" wide • Models which are able to utilize an optional floor-stand

Appendix A: EEE Material Definitions

EEE Material Category for Reporting Purposes Category Sub-Category	Phase 1 and 2 Materials Definition	Includes	Excludes
Telephones and Telephone Answering Machines	A telecommunication device with a handset or headset that is used for the transmission of sound (most commonly speech) between two or more locations using a variety of technologies including wire-line telephones and Voice over Internet Protocol (VoIP). Also includes telephone answering machines that are installed alongside, or incorporated within a wire-line telephone.	• Wire line telephones including rotary and touch-tone technologies • Cordless telephones requiring an electrical base station/headset cradle for battery charging and wire-line network connection • VoIP phones • Answering machines that utilize cassette-based or digital recording technologies • Accessory handsets packaged with a telephone in a single OEM package under a single SKU are subject to one fee	• Telecommunication equipment developed for embedded use in motor vehicles of any type • Commercial-grade "pay phones" • Voicemail/answering machine devices that utilize a centralized networked system • Telephone accessories including headsets and hands-free accessories
Cellular Devices and Pagers	A handheld communication device that utilizes cellular networks to transmit voice or data signals. Includes cell-enabled Personal Digital Assistants (PDAs).	• Cellular phones • Cellular phones offering camera, video recording and/or audio functions • Smart phones (cell-enabled) • PDA/mini computers (cell-enabled) • Cell-enabled PDAs utilizing touch-screen technology • Cell-enabled handheld devices • Pagers	• Satellite phones • Wireless devices that do not utilize cellular networks to operate • Non-cell-enabled PDAs (included in Personal/Portable Image, Audio, and Video Devices category)

Appendix A: EEE Material Definitions

EEE Material Category for Reporting Purposes	Phase 1 and 2 Materials Definition		Includes	Excludes
	Category	Sub-Category		
Image, Audio and Video Devices	Personal/Portable	Personal and/or portable devices that can transmit, record and/or playback an image, audio or video using a variety of technologies including mechanical, optical and digital technologies.	- Audio cassette players and/or recorders - Combination cassette recorders and players - CD players and/or recorders - Digital Video Disk (DVD) players and recorder - MP3 and other portable music players - Other Digital Audio Players/Recorders (DAP) - Video cassette players (VCRs) and/or video projectors - Analog and digital video cameras and recorders - Turntables (Record Players and gramophones) - AM/FM Radios - Digital and non-digital cameras, including webcams - Digital picture frames - Digital projectors - Home stereo amplifiers - Speaker systems, including computer speakers - Home stereo systems - Handheld personal computers - Devices commonly called Ultra Mobile PCs (UMPC) that utilize a touch-sensitive screen between 4" and 7", and that can operate the same software as a standard computer (i.e. Windows) - PDA's that are not communication-enabled or cellular compatible - Portable and personal audio/video players supplied with accessories or bundled in a single OEM package under a single SKU are subject to one fee - Includes audio and video equipment sold as a package/bundle that are used in non-residential locations	- CD-writing drives contained within, or replacement parts for Desktop and Portable Computers - DVD-writing drives contained within, or replacement parts for Desktop and Portable Computers - Non-audio optical disk-players - Optical disk drives included in the Computer Peripherals materials category - Webcams embedded in Desktop Computers and Portable Computers - Cameras embedded in devices for which the primary function is not to record an image/video - Cell-enabled PDAs - Devices for which the primary design and function are for video-gaming purposes (As designated in Section 5 of O. Reg. 363/04) - Global Positioning Systems (GPS) for both portable and aftermarket vehicle installation - Home/ Non-Portable video-gaming devices - Satellite, Cable, and Digital transmitters and receivers - Headphones and ear-buds
		Home and/or non-portable devices that can transmit, record and/or playback an image, audio or video using a variety of technologies including mechanical, optical and digital technologies.		
	Home/Non-Portable	Home and/or non-portable peripheral audio devices that enable audio playback.		
		Bundled combinations or devices that can transmit, record and/or playback an image, audio or video using a variety of technologies.	- Home theatre image, audio and video equipment sold as a package/bundle with a single point-of-sale SKU. Includes peripheral audio devices. - Includes audio and video equipment sold as a package/bundle that are used in non-residential locations.	- Home theatre image, audio and video equipment sold as a package/bundle with more than a single point-of-sale SKU (report separately). - Home theatre bundles that include televisions
Aftermarket Vehicle	Home Theatre in a Box (HTB)	Audio and video devices for installation in motor vehicles aftermarket.	- Vehicle speakers - Vehicle radios - Vehicle CD players - Vehicle DVD/Blu-Ray players	Audio and video equipment embedded in original equipment manufacturer (OEM) supplied motor vehicles of any type

Appendix B: EEE Material Definitions

EEE Material Category for Reporting Purposes		Phase 1 and 2 Materials Definition	Includes	Excludes
Display Devices	Less than or equal to 29" Screen	A device that displays an image, using a variety of technologies including CRT, LCD, plasma and rear-projection.	- Computer monitors - Professional display monitors - Closed circuit monitor screens - Televisions - Dual television and computer monitors - All-in-One (AIO) computers: a display device with an embedded computer	- Displays that are embedded into non-Phase 1 and 2 products where the display is not the primary function of the product - Display devices that are less than 10"
	Greater than 29" Screen		- Desktops - Computers - Computer terminals - Desktops acting as servers - Thin clients - Microcomputers - Minicomputers	- Computer terminals that are embedded into non-Phase 1 and 2 products - Portable computers - Products classified as Computer Peripherals under this Plan - All-in-One (AIO) computers: a display device with an embedded computer - Rack-mounted or floor standing servers
Desktop Computers	Desktop models refer to those computers that are designed to be utilized on a work surface and require standard alternating current (AC) power plug for a primary source of power.		- Laptops - Notebooks - Notebooks - Tablet PCs - Mtial notebooks - NetBooks - Devices commonly called Ultra Mobile PCs (UMPC) that utilize a touch-sensitive screen and that can operate the same software as a standard computer (i.e. Windows)	- Computer terminals that are embedded into non-Phase 1 and 2 products - Personal handheld computers (included in Image, Audio and Video category) - Personal digital assistance (PDAs) (cell-enabled included in Cellular Devices category; non-cell-enabled included in Personal/Portable Image, Audio and Video Devices category) - Products classified as Computer Peripherals under this Plan - Other handheld electronic devices
Portable Computers	Portable models refer to a portable computer that contains a Central Processing Unit (CPU) and then can operate using a self-contained battery or using an external AC/DC adapter.		- Replacement computer component and standalone products that are sold to the end user - CD-ROM, DVD, HD-DVD and BluRay drives - Floppy-disk drives - Computer mouse - Computer keyboards - Wired cable, DSL, and ADSL modems - Wireless modems	- Computer peripherals that are supplied as replacement parts under a warranty and non-warranty service repair arrangement - Internal components contained within the original desktop or portable computer at the time of supply - Components that are supplied as replacement parts under a warranty - Components for non-warranty service repair arrangements - Speakers, cameras, microphone and other non-Phase 1 and 2 products - Internal components contained within the original desktop or portable computer at the time of supply - Routers and Network hubs - Satellite networking devices
Computer Peripherals	Computer peripherals refers to external, as well as integrated modems, disk drives, optical drives, computer mouse and keyboards that are added, or attached, to a computer in order to expand its functionality. A modem refers to a device that encodes digital computer signals into analog/analog telephone signals and vice versa and allows computers to communicate over a phone line or cable connection.			

				• Telephony devices (i.e. VoIP devices)
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Appendix B: EEE Material Definitions

EEE Material Category for Reporting Purposes		Phase 1 and 2 Materials Definition	Includes	Excludes
Category	Sub-Category			
Printing, Copying and Multi-Function Devices	Desktop Printing, Copying and Multi-Function Devices	Printing, copying and multi-function devices, utilizing all printing technologies, designed to be handheld or to reside on a work surface and that can print on media with dimensions up to 48" wide. Copiers and/or multi-function devices classified as Segment 1 or Segment 2. Copier and/or multi-function devices that are designed to reside on a work surface that are not classified as Segment 1 or Segment 2. Includes models that are able to utilize an optional floor-stand.	• Desktop computer scanners • Desktop printers • Desktop PC-free photo printers • Camera dock printers • Desktop fax machines • Desktop multi-function or "all-in-one" devices • Desktop copiers or copy & print devices • Typewriters powered by AC power plug or by internal battery unit	• Printing devices that are embedded into non-Phase 1 and 2 products, where the printing devices are not the primary product • Non-electronic typewriters • Printing devices capable of printing on media with dimensions greater than 48" wide
	Floor-Standing Printing Devices	Printing devices, utilizing all printing technologies that are floor-standing models and that can print on media with dimensions up to 48" wide.	• Floor-standing office printers • Floor-standing graphics printers • Floor-standing wide-format printers	• Floor-standing printing devices capable of performing additional non-printing functions such as copying or faxing • Printing devices that are embedded into non-Phase 1 and 2 products, where the printing device is not the primary product • Newspaper and industrial printing devices • Printing devices capable of printing on media with dimensions greater than 48" wide • Models which are able to utilize an optional floor-stand
	Floor-Standing Copying Devices	Copier and/or multi-function devices classified as Segment 3, Segment 4 or Segment 5. Copier and/or multi-function devices that are floor-standing models that are not classified as Segment 3, Segment 4 or Segment 5.	• Floor-standing multi-function or "all-in-one" devices that perform different tasks such as copy, scan, fax, print • Floor-standing photocopyers • Floor-standing copy and print devices • Floor-standing wide-format copiers and/or multi-function devices	• Floor-standing devices that only perform printing functions • Newspaper and industrial copying and/or multi-function devices • Copying and/or multi-function devices capable of printing on media with dimensions greater than 48" wide • Models which are able to utilize an optional floor-stand

Appendix B: EEE Material Definitions

EEE Material Category for Reporting Purposes	Phase 1 and 2 Materials Definition	Includes	Excludes
Category Sub-Category Telephones and Telephone Answering Machines	A telecommunication device with a handset or headset that is used for the transmission of sound (most commonly speech) between two or more locations using a variety of technologies including wire-line telephones and Voice over Internet Protocol (VoIP). Also includes telephone answering machines that are installed alongside, or incorporated within a wire-line telephone.	• Wire line telephones including rotary and touch-tone technologies • Cordless telephones requiring an electrical base station/headset cradle for battery charging and wire-line network connection • VoIP phones • Answering machines that utilize cassette-based or digital recording technologies • Accessory handsets packaged with a telephone in a single OEM package under a single SKU are subject to one fee	• Telecommunication equipment developed for embedded use in motor vehicles of any type • Commercial-grade "pay phones" • Voicemail/answering machine devices that utilize a centralized networked system • Telephone accessories including headsets and hands-free accessories
Cellular Devices and Pagers	A handheld communication device that utilizes cellular networks to transmit voice or data signals. Includes cell-enabled Personal Digital Assistants (PDAs).	• Cellular phones • Cellular phones offering camera, video recording and/or audio functions • Smart phones (cell-enabled) • PDA computers (cell-enabled) • Cell-enabled PDAs utilizing touch-screen technology • Cell-enabled handheld devices • Pagers	• Satellite phones • Wireless devices that do not utilize cellular networks to operate • Non-cell-enabled PDAs (included in Personal/Portable Image, Audio, and Video Devices category)

Appendix B: EEE Material Definitions

EEE Material Category for Reporting Purposes		Phase 1 and 2 Materials Definition	Includes	Excludes
Category	Sub-Category			
Image, Audio and Video Devices	Personal/ Portable	Personal and/or portable devices that can transmit, record and/or playback an image, audio or video using a variety of technologies including mechanical, optical and digital technologies. Personal and/or portable peripheral audio devices that enable audio playback.	• A portable device that is used primarily for personal use, that operates on battery power or is powered directly from the device it is connected to (i.e. computer). • Point of Sale (POS) receipt printers • Portable computer scanners • Portable PC-free photo printers • Handheld printers such as calculators with printing capabilities or label makers • Desktop label, barcode, card printers • Portable audio cassette players and/or recorders • Portable combination cassette recorders and players • Portable CD players and/or recorders • Portable Digital Video Disk (DVD) players and recorder • MP3 and other portable music players • Other Portable Digital Audio Players/ Recorders (DAP) • Analog and digital video cameras and recorders • Portable AM/FM Radios • Clock radios • Compact docking speakers including computer speakers. • Digital and non-digital cameras • Webcams • Digital picture frames • Handheld personal computers • Portable display devices under 10" • PDAs that are not communication-enabled or cellular compatible • Portable and personal audio/video players supplied with accessories or bundled in a single OEM package under a single SKU are subject to one fee	• CD-writing drives contained within, or replacements parts for Desktop and Portable Computers • DVD-writing drives contained within, or replacement parts for Desktop and Portable Computers • Non-audio optical disk-players • Optical disk drives included in the Computer Peripherals materials category • Webcams embedded in Desktop Computers and Portable Computers • Cameras embedded in devices for which the primary function is not to record an image/ video • Cell-enabled PDAs • Devices for which the primary design and function are for video-gaming purposes (As designated in Section 5 of O. Reg. 383/04) • Global Positioning Systems (GPS) for both portable and aftermarket vehicle installation • Home/ Non-Portable video-gaming devices • Headphones and ear-buds
	Home/Non-Portable	Home and/or non-portable devices that can transmit, record and/or playback an image, audio or video using a variety of technologies including mechanical, optical and digital technologies. Home and/or non-portable peripheral audio devices that enable audio playback.	• Non portable AM/FM Radios • Video cassette players (VCRs) and/or video projectors • Turntables (Record Players and gramophones) • Non-portable Digital Video Disk (DVD) players and recorder, audio cassette players and/or recorders • Non-portable combination cassette recorders and players • Other non-portable Digital Audio Players/ Recorders (DAP) • Non portable CD players and/or recorders • Digital projectors • Home stereo systems • Speaker systems, connected to a home audio or stereo system	• CD-writing drives contained within, or replacements parts for Desktop and Portable Computers • Satellite, Cable, and Digital transmitters and receivers • Home/ Non-Portable video-gaming devices • Global Positioning Systems (GPS) for both portable and aftermarket vehicle installation • Devices for which the primary design and

			Includes audio and video equipment sold as a package/bundle that are used in non-residential locations		function are for video-gaming purposes (As designated in Section 5 of O. Reg. 383/04) - DVD-writing drives contained within, or replacement parts for Desktop and Portable Computers - Non-audio optical disk-players. Optical disk drives included in the Computer Peripherals
Home Theatre in a Box (HTB)	Bundled combinations or devices that can transmit, record and/or playback an image, audio or video using a variety of technologies.	- Home theatre image, audio and video equipment sold as a package/bundle with a single point-of-sale SKU. Includes peripheral audio devices. - Includes audio and video equipment sold as a package/bundle that are used in non-residential locations.		- Home theatre image, audio and video equipment sold as a package/bundle with more than a single point-of-sale SKU (report separately). - Home theatre bundles that include televisions	
Aftermarket Vehicle	Audio and video devices for installation in motor vehicles aftermarket.	- Vehicle speakers - Vehicle radios - Vehicle CD players - Vehicle DVD/Blu-Ray players		Audio and video equipment embedded in original equipment manufacturer (OEM) supplied motor vehicles of any type	