



APARTMENT & CONDOMINIUM

Waste Reference Guide for Property Owners, Managers and Superintendents

Effective February 1, 2025

CHANGES TO YOUR BUILDING'S RECYCLING COLLECTION PROGRAM.

Starting April 1, 2025, Circular Materials will operate Hamilton's Blue Box program under the Extended Producer Responsibility (EPR) model.

April 1 to December 31, 2025

- Recycling collection day will not change.
- No changes to accepted blue box items.

April 1, 2025 Changes

- For recycling collection inquiries, missed collections, or blue box or cart requests, contact GFL Environmental Inc.:

 **hamiltonrecycling@gflenv.com**  **1-844-415-4351** (Monday to Friday, 7 am to 6 pm)

- To request recycling-related materials, including posters and labels, please contact Circular Materials:  **communications@circularmaterials.ca**

January 1, 2026 Possible Changes

- Recycling collection day could change.
- Accepted items could change as recycling is standardized across Ontario. Visit **circularmaterials.ca/hamilton**.

Other Waste Collection Services

- The City of Hamilton will continue to provide collection services for green bin, garbage, bulk garbage, and yard waste.



For updates on the Blue Box program transition, visit **hamilton.ca/blueboxtransition**.

YOUR GUIDE TO HAMILTON'S MULTI-RESIDENTIAL WASTE PROGRAMS.

This comprehensive guide is designed to assist property owners, property managers, and building superintendents in promoting proper waste management practices within their building(s). Here are some suggestions to have a successful waste management program:

- **Promote waste diversion** with tenants by communicating waste diversion programs offered in your building and where to find waste disposal carts and bins.
- **Provide proper waste disposal storage** for garbage bins, blue carts, and green bins. Make sure storage areas are well lit and easily accessible to tenants.
- **Encourage tenant participation** by organizing a waste presentation from City of Hamilton staff. Request a presentation by emailing wasteeducation@hamilton.ca.
- **Train staff** on recycling and waste management procedures, such as how to sort and dispose of different types of waste including batteries and other household hazardous waste materials so your building can reduce the amount of waste going to landfill.
- **Comply** with the latest regulations including Ontario Fire Code 213/07 [Ontario.ca/laws/regulation/070213](https://www.ontario.ca/laws/regulation/070213).

Please keep the City of Hamilton updated with current building contact information.



905-546-CITY (2489)



wasteeducation@hamilton.ca

Place all waste materials at the designated set-out area **between 7 pm on the evening before and 7 am on the morning** of your scheduled pick-up day. Bring all empty containers back to their storage locations promptly to avoid theft or them blowing away.

- **Remove cords, ties and locks** used to secure lids to waste containers before setting them out for collection.
- **Monitor bins** daily to ensure they are not contaminated with materials that do not belong. Contaminated bins will not be picked up.
- **Make sure all loading areas** for front-end bins are accessible on collection day. If not, bins will not be picked up.
- **Keep your carts** for garbage and organics in good condition. If they are damaged, the City will replace them at no cost. Contact **905-546-CITY (2489)** for replacements.



OOPS! If your waste materials were not collected on your collection day, there are a couple of steps you can take:

- Look for an “Oops!” sticker and correct the issue.
- Place the waste out for collection on your next scheduled pick-up day or bring uncollected garbage to a Community Recycling Centre. There is a fee to drop off garbage.

If you are struggling with waste diversion in your building, there are a few steps you can take to improve:

- Educate tenants about the importance of participation and proper waste sorting. Include a clause in tenant agreements that participating in composting and recycling programs is a requirement.
- Designate building representatives to help engage and educate tenants.
- Schedule a waste presentation with City of Hamilton staff.
- Request additional waste sorting guides and posters from the City.
- Post or share rules about green bin and garbage programs with tenants.
- Clearly label all bins and post signage and sorting posters in common areas like elevators and waste storage areas.
- Monitor bins daily to limit the need to sort them on your collection day.

If there is a language barrier:

- The City of Hamilton website can be translated into different languages. Refer tenants to **hamilton.ca/wastetranslated**. At the top of the page there is a Google Translate header where residents can choose their language to translate each page visited.
- Try to find tenants that speak the same language to act as liaisons for passing along information.
- Use visual aids and graphics to help with communication.

Mini Bin

Distribute a mini bin to each tenant to store food scraps.

Compostable Liner

Only use certified compostable liners. Look for the logos below.



COMPOSTABLE
BIO-DEGRADABLE
US1222211111

Green Bin

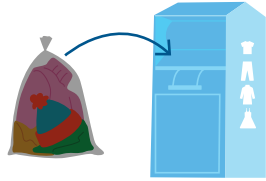
Tenants can empty their mini bin into a larger green bin. Keep your green bin clean.

Participation in the green bin program is a requirement in all multi-residential buildings receiving municipal waste collection services to keep organic waste out of the City's landfill. Here are some ways to help manage the green bin program in your building:

- **Distribute a mini bin** to each tenant to keep in their unit for collecting food scraps and other organic waste like paper towels, napkins and plates, coffee grinds and filters.
- **Keep green bins** in an accessible well lit area that is easy for tenants to access.
- **Monitor green bins** to ensure they are not contaminated with unacceptable materials, such as diapers, pet waste, plastic bags and non-compostable containers from take-out food. Contaminated **green bins will not be picked up.**
- **Reduce odours** by lining green bins with certified compostable or paper bags, or newspaper to help absorb moisture causing odour. Wash them frequently with mild detergent or warm water and vinegar, especially in the summer months.

DID YOU KNOW?

More than half of what is thrown into the garbage in apartment buildings can go in the green bin? Always use the Green Bin for food waste!



Place sealed bags of clothes inside the bin.



All items are collected in sealed garbage bag.

TEXTILE DIVERSION PROGRAM FOR MULTI-RESIDENTIAL PROPERTIES

The City of Hamilton now offers a Textile Diversion program to help tenants donate used clothing and keep it out of the landfill

How it works:

- **A textile donation bin** will be delivered to your property for tenant use only.
- **The donation bin will be emptied weekly** by the textile donation charity.
- **Posters and materials** will be provided to inform tenants about acceptable items.

Benefits:

- **Reduce** landfill waste.
- **Support** local charity initiatives.
- **Provide** residents with a free, convenient way to donate.

Learn More:

Contact the City of Hamilton at wasteeducation@hamilton.ca to get more details and see if your building qualifies.

Medical Waste and Needles

Educate residents to safely dispose of these items.

Broken Glass

Use a cardboard box for broken glass and sharp household items.

Garbage includes items that cannot be recycled or placed in the green bin.

- **Appliances and electronic waste** or scrap metal are not collected by the City of Hamilton. These items can be disposed of for free at a Community Recycling Centre.
- **Bulk items** should not be tossed in the buildings' garbage bins or left on the street. A bulk pick-up will need to be scheduled.
- **Medical waste** such as, gauze, IV bags and tubing, and latex gloves must be double bagged.

SHARP WASTE DISPOSAL TIPS

- **Broken glass** and household sharps **MUST** be sealed in a cardboard box labelled "BROKEN GLASS" or "SHARP WASTE" and placed on top of or beside your garbage, if your buildings' waste is collected curbside.
- **Large mirrors and glass tables** collected as bulk must be wrapped and sealed in cardboard labelled "BROKEN GLASS" or "SHARP WASTE".

Never put needles in a blue cart, green bin or garbage. Place needles in a puncture proof, sealable plastic or metal container. Learn more about proper needle disposal at hamilton.ca/needledisposal.

Bulk Garbage

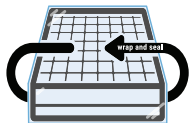


200lb
weight
limit



1.2m
(4ft)

Schedule a pickup for bulk items. A maximum of 8 items will be picked up per booking.



Wrap and seal all mattresses and all box springs with plastic wrap or bags.

For more information visit
hamilton.ca/bulk

HOW TO DISPOSE OF BULK GARBAGE

As the superintendent, property owner or property manager of the building, you are responsible for scheduling bulk garbage pick-ups for your tenants.

- **Before scheduling** a bulk pick-up, consider donating or selling gently used items.
- **A maximum of 8 items** will be collected per booking. Have all items at the curb by 7 am on your pick-up day. Each item must not exceed 90 kg (200 lb).
- **Roll and tie** carpeting, underpad and linoleum in bundles no longer than 1.2m (4ft).
- **Wrap and seal all mattresses and all box springs** with plastic wrap or bags. **NO EXCEPTIONS.** Unwrapped/unsealed items will not be collected.
- **Wrap and seal** any other bulk item with evidence of bed bugs or biohazardous waste materials (i.e. bodily fluids) with plastic wrap or bags.

SCHEDULE A BULK PICK-UP



Call 905-546-CITY (2489), Monday to Friday, 8:30 am – 4:30 pm.

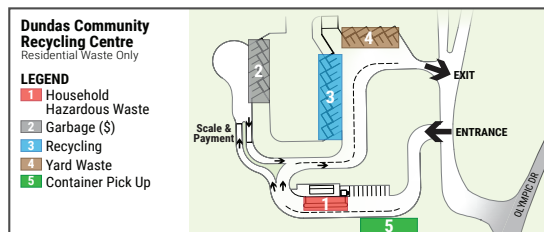
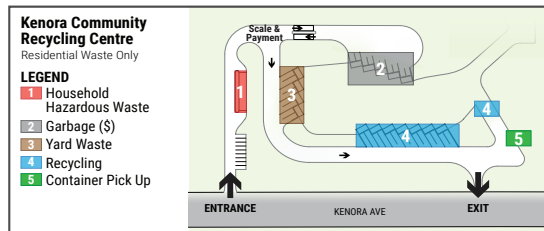
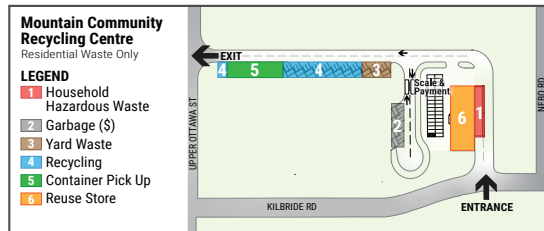
Call at least one week before you want your bulk garbage picked up.

OPEN:

Monday - Saturday
8 am to 6 pm

CLOSED:

Sundays and
statutory holidays



A Community Recycling Centre (CRC) is a place where you can drop off items to be recycled, including things that aren't collected at your building like old electronics, batteries and paint.

Recycle these items for free:

- ✓ Appliances
- ✓ Blue box recyclables *
- ✓ Computer monitors and televisions
- ✓ Electronics
- ✓ Household hazardous waste
- ✓ Leaf and yard waste
- ✓ Scrap metal
- ✓ Tires with or without rims (up to 8 per visit)

* Blue box recyclables may not be accepted as of January 1, 2026.

You have to pay to drop off garbage.

Visit hamilton.ca/crc for a list of acceptable items and garbage fees.

HOW WE CAN HELP

The City of Hamilton provides a variety of educational resources to help manage garbage and organics in your building.

To request FREE educational resources such as sorting posters and tenant guides, visit hamilton.ca/apartmentwaste.



WASTE EDUCATION

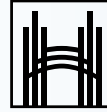
The City offers FREE in-person and virtual waste presentations for residents, property managers, property owners and superintendents of apartment and condominiums in Hamilton.

Don't hesitate and book your presentation today at hamilton.ca/wasteeducation.

DOWNLOAD THE CITY'S WASTE APP

- hamilton.ca/wasteapp
- Encourage tenants to download the waste app
- Get access to resources that help build waste sorting awareness and knowledge in your building
- Use and promote the search tool to learn how to dispose of recyclables, organics and garbage properly





Hamilton

Connect with us

905-546-CITY (2489)

wasteeducation@hamilton.ca

hamilton.ca/apartmentwaste

Find us on social media



@cityofHamilton



@cityofHamilton



facebook.com/COHrecyclingandwaste