



REGIONAL
DISTRICT
OF NANAIMO



WASTE COLLECTORS & PROCESSORS

Mandatory Waste Source Separation & Waste Hauler Licensing Guide

The Regional District of Nanaimo (RDN) has a zero waste goal of **diverting 90%** of the waste generated in the region from landfills. To help us achieve this goal, the RDN adopted a bylaw that requires all residential (condos, apartments), commercial (businesses) and institutional (schools, government) buildings to have separate bins for garbage, recycling and food waste. This bylaw, the Mandatory Waste Source Separation (MWSS) Bylaw, applies to every residential dwelling and business in **Nanaimo, Lantzville, Parksville, Qualicum Beach and RDN electoral areas.**



What is Mandatory Waste Source Separation?

The MWSS Bylaw requires that all **businesses, multi-family dwellings and institutions** have bins for **garbage, food waste and recycling**, or contract for post-collection sorting (only available for existing businesses, multi-family dwellings and institutions). This is similar to the three-stream collection approach currently used with the RDN's curbside collection program, which has very high levels of participation in source-separating wastes.

Where separate containers are not provided, the party may be subject to fines. The RDN does not propose to enforce the use of the containers. However, it is anticipated that most people will voluntarily use the three separate containers as has been the experience with single-family residential collection in the RDN.

Working with your customers

There is a wide range of customers across our region and their needs vary. Some will want their hauler to help figure out how many bins they need and where they should be placed. Others may ask for an adjustment to their schedule. To ensure residents know how to use their bins, we suggest at a minimum:



- ✓ let your customers know that there is a new requirement for source separation of waste,
- ✓ talk to them about the different services you offer, and
- ✓ provide updated signage for the outdoor bin area, indoor bin area and wherever waste is generated, based on the service they sign up for.

Recycle BC

Recycle BC is a not-for-profit organization responsible for residential packaging and paper recycling throughout BC. Recycle BC is the stewardship agency for packaging and printed paper regulated under the Provincial **Recycling Regulation**. Recycle BC's **5-year Packaging and Paper Product Extended Producer Responsibility Plan** is approved by the BC Ministry of Environment and Climate Change Strategy. Recycle BC provides a **financial incentive** to partners to help offset the cost of collecting recyclable material that is included in their program. This incentive can be used to help cover the increased cost to customers for having a recycling bin. Only residential customers qualify for the incentive, meaning it can be used for multi-family collection but not for commercial generators like businesses or institutions. Learn more here: recyclebc.ca/collectors

Create Signage

Good signage is very important for new and existing customers to understand what they can put in each of their bins. Depending on what services you offer and what services the customer gets to pay for, the signage will be different.

The RDN recommends using either of the two free online tools, listed at the bottom of this page, to create signage.

Creating style and content guidelines for signage for internal use will help ensure consistency. To the right are examples of signage the RDN has used in the past.

FOOD WASTE

FRUITS & VEGETABLES

MEAT, POULTRY, FISH, SHELLFISH & BONES

BREAD, DOUGH, PASTA & GRAINS

EGGS & DAIRY PRODUCTS

FOOD SCRAPS

TEA BAGS, COFFEE GROUNDS & FILTERS

FLORAL ARRANGEMENTS

BREAD, DOUGH, PASTA & GRAINS

FOOD SOILED PAPER & CARDBOARD

PAPER TOWELS, NAPKINS & PAPER PLATES

Remove stickers and other metal or synthetic materials before composting.

Place your carts at the curb by 8 am on your collection day. Make sure your carts:

- open towards the street;
- are at least 1m (3ft) apart, 1m (3ft) away from obstacles such as cars and 3m (10ft) clearance above; and
- lids are closed.

THE FOLLOWING ITEMS ARE PROHIBITED:

- LAWN CLIPPINGS OR YARD TRIMMINGS
- Plastics including biodegradable bags
- Soil, sand or rocks
- Diapers and other personal hygiene items

RDN 1-877-607-4111 | Waste Connections of Canada 1-866-999-8227 | zerowaste@rdn.bc.ca | rdn.bc.ca/curbside

RECYCLING

PRINTED PAPER & CARDBOARD

ALUMINUM CONTAINERS & FOIL

AEROSOL CANS & CAPS (NON HAZARDOUS)

NEWSPAPERS & MAGAZINES

PAPER PACKAGING FOR LIQUIDS

METAL CONTAINERS & LIDS

PLASTIC CONTAINERS

ICE CREAM BOXES

PLASTIC CLAMSHHELLS

Keep items loose – do NOT stack items inside one another.

Rinse, squish and flatten before placing in bin. Remove any tape, string, ribbon or other contaminants.

Place your carts at the curb by 8 am on your collection day. Make sure your carts:

- open towards the street;
- are at least 1m (3ft) apart, 1m (3ft) away from obstacles such as cars and 3m (10ft) clearance above; and
- lids are closed.

THE FOLLOWING ITEMS ARE PROHIBITED:

Glass bottles or jars • Plastic bags, plastic wrapping & foam packing
 Hazardous waste • Biodegradable/compostable plastics • Plastic expansion
 tubes • Hardcover or paperback books • Newspaper gift wrap
 Plastic straws • Non-packaging plastic (i.e. laundry baskets, plastic toys)

RDN 1-877-607-4111 | Waste Connections of Canada 1-866-999-8227 | zerowaste@rdn.bc.ca | rdn.bc.ca/curbside



create.recyclingpartnership.org



stopwaste.org/tools/signmaker

What is Waste Hauler Licensing?

The Waste Hauler Licensing (WHL) Bylaw is designed to **work in conjunction with MWSS to divert recycling and organics away from landfills.**

WHL requires all waste haulers operating in the RDN to have an **annual license**. This requirement applies to any business transporting another party's waste for profit, where the waste originates within the RDN. Exemptions from this bylaw include illegally dumped or cleanup of spilled material, source separated recyclables, material transported on behalf of a municipality or the RDN and material generated outside of the RDN that is transported to a facility with a Waste Stream Management License.

This bylaw works in two ways. First, it allows the RDN to give licensed haulers a **discounted tipping rate** at the landfill for waste that is **free of recyclable or compostable materials**. The discounted tipping rate is meant to encourage the flow of waste from generators to the private waste and recycling industry rather than directly to the landfill.

Second, it allows the introduction of a **disposal levy for waste landfilled or incinerated in or out of the region**. This will encourage the waste industry to focus on waste reduction by making it more profitable to divert than to dispose. This model will also provide reliable tracking of waste diversion/disposal and has the economic benefit of growing the local waste industry. The disposal levy is not applied to material that is recycled or composted.

Licensed haulers are required to pay a **license tier fee and annual administration fees** that are dependent on the amount of material landfilled and incinerated. Licensed waste haulers must provide tonnage reports and disposal levy remittances on a monthly basis.



Application

The application for a waste hauler license can be found attached to this guide and at getinvolved.rdn.ca/waste-separation

Fees

More information is available in the application.

Waste Hauler Licensing Bylaw		
TIER	TONNAGE RANGE	LICENSE FEE
1	0 – 100	\$500
2	101 – 1,000	\$1,500
3	1,001 – 3,500	\$4,500
4	3,501 – 6,000	\$10,000
5	6,001 and over	\$18,000
Disposal Levy per Tonne		\$25

All licensed haulers will have access to an online reporting portal created by the RDN



All licensed haulers must complete monthly reports. **Monthly reports are due within 60 days of the end of each calendar month.** All reports must include the following information:

- Total tonnage of mixed municipal solid waste deposited at **RDN facilities** and,
- Total tonnage of mixed municipal solid waste deposited at non-RDN facilities, including the name and address of any disposal facility, refuse derived fuel facility and material recovery facility.



Records

All licensed waste haulers must keep a record of the following for all waste, recyclable and compostable materials managed at their site:

- Weight
- Composition
- Area or origin
- Destination

Records must be kept for five years, even if a license is canceled or expires without being renewed.

Disposal Levy

Licensed haulers must pay a **per-tonne fee** for waste landfilled in or out of the region as well as on any waste sent to a material recovery facility outside of the region. This fee is set by the Waste Management License Fees Bylaw and is currently \$25/tonne.

If a licensee is sending waste to a material recovery facility (MRF), it is assumed that 20 per cent of the material sent to the facility is diverted, while the rest is landfilled. Licensees who send material to a MRF that **diverts more than 20% of material** can apply to the General Manager to receive a **higher diversion percentage**. This process requires that the licensee prove that the MRF achieves a higher diversion and submit a written recommendation of the diversion percentage under seal by a professional engineer who is a member of the Association of Engineers and Geoscientists of British Columbia. The engineer must be practicing in the consulting engineering industry and be experienced in assessing the extent of waste diversion at Material Recovery Facilities. If the General Manager is satisfied with the recommendation, they will approve the recommended diversion percentage for a maximum of two years. Licensees are advised to contact the RDN at zerowaste@rdn.bc.ca before undertaking this process.

Ticketing

The Waste Hauler Licensing Bylaw also allows the RDN to apply fines to those not in compliance.

	SECTION NO. OF BYLAW 1813	AMOUNT OF FINE
Fail to provide complete reporting	7.1	\$500
Fail to complete or submit auditing report	7.3	\$500
Fail to allow access to, including but not limited to vehicle or facility	10.1	\$500
Fail to maintain complete records	11.1	\$500

