



# Guide to Compostable Collection

for the Multi-Family and Industrial, Commercial, and Institutional Sectors



**ENGINEERING & REGIONAL UTILITIES**

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# Introduction

The City of Abbotsford (City) is developing composting requirements for the multi-family and industrial, commercial, and institutional (ICI) sectors. These measures will align the City with the Fraser Valley Regional District (FVRD) requirement to implement sorting requirements for recyclables and compostable material across the region and across all sectors (with the exception of the agricultural and other special waste exempt in the FVRD Solid Waste Management Plan).

The new sorting requirements will come into effect April 1, 2020. The City's Solid Waste Collection Bylaw will be updated in the coming months to align with the requirements adopted by the FVRD. There will be no change to existing recycling requirements. The City has seen great success in the diversion of material from landfills in recent years, with compost requirements in both single family and food services and processing sectors. The new requirements for the multi-family and ICI sectors will build upon that success and help support progress towards reaching a regional waste diversion goal of 90% diversion by 2025, as set out in the FVRD Solid Waste Management Plan.

What this means in Abbotsford is that multi-family and ICI properties that are not currently collecting compostable waste separately from regular garbage will be required to do so by April 1, 2020. These properties will continue to make their own arrangements with a private waste hauler for the collection and disposal of all waste streams, including compostable waste. The City does not provide waste collection services to multi-family, industrial, commercial or institutional properties.

This guide is designed to provide assistance with implementing a compostables collection program at your location. It provides information, tips and links to resource materials that can be used to help implement your program. Prepare now to #sortitout. Putting new sorting systems in place, training staff and educating tenants requires time. Haulers can help find solutions, and they are ready to provide tips and information on best and proven practices. Please visit the City's website at [www.abbotsford.ca/waste](http://www.abbotsford.ca/waste) for additional tools and resources.

Thank you for participating in the collection of compostable waste and for helping reduce the amount of garbage in our landfills!

## Why Collect Compostable Waste?

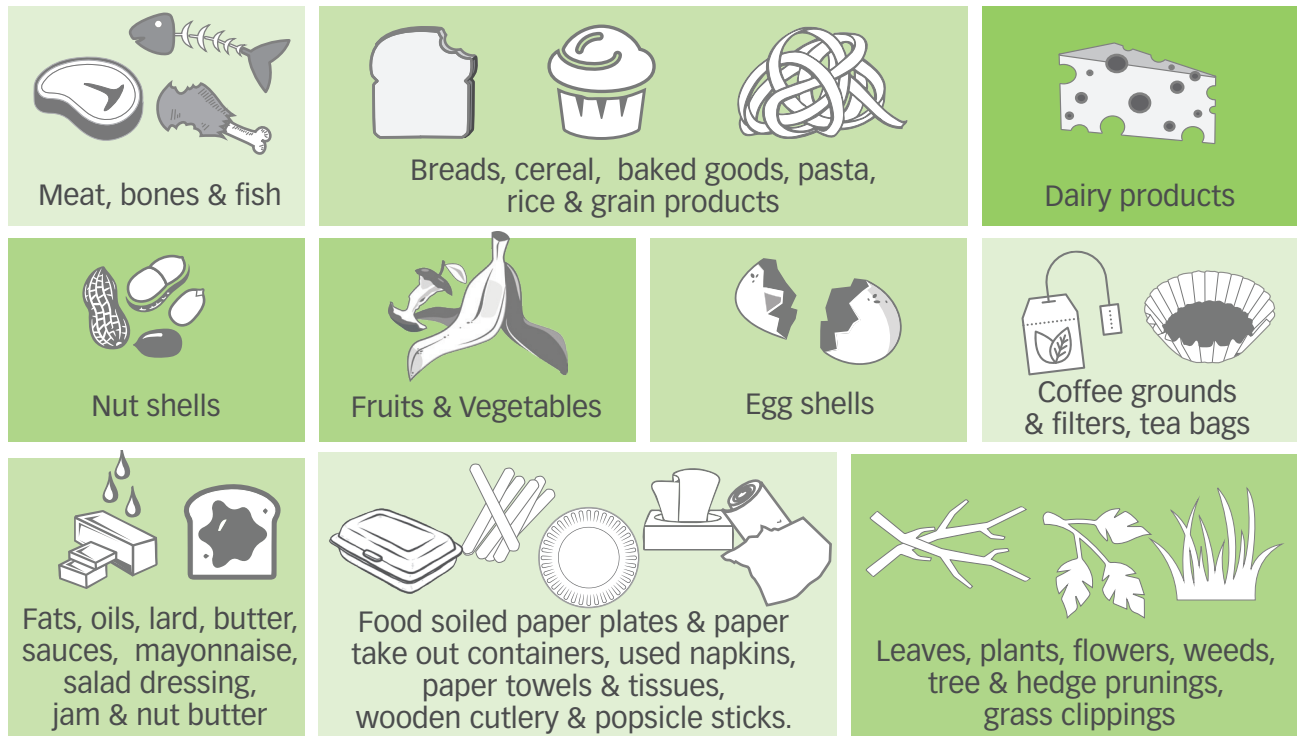
The FVRD's Solid Waste Management Plan (SWMP) was approved by the Province in 2015 and includes regional targets for diverting material from landfills. A key action in the SWMP is implementing requirements to sort compostable materials across the region in order to maximize diversion. The next step for the City is to implement composting requirements in the multi-family and ICI sectors.

Composting provides significant environmental benefits by diverting material from landfills. When taken to a landfill, compostable waste is buried under layers of other material without access to oxygen. As a result the compostable waste cannot decompose and greenhouse gases are generated. Landfilling also creates leachate, a harmful liquid from garbage, which has to be collected and treated to protect the environment. Diverting compostable materials conserves landfill space and creates a nutrient resource for agriculture, gardening and landscaping.

## What is Compostable Waste?

The term “compostable” means that a material will break down in a biological process under controlled conditions. Millions of tiny microorganisms consume and transform the material into compost over a defined period of time. Composting is an aerobic process, meaning that the microorganisms require oxygen to do their work. The information provided below shows some examples of materials that can be collected as compostable waste and other examples of what should not be included.

### ✓ ACCEPTED COMPOSTABLE WASTE



### ✗ NOT ACCEPTED AS COMPOSTABLE WASTE

- Glass or metals or foam packaging
- Pet waste and kitty litter
- Diapers and baby wipes
- Wire, twist ties and rubber bands
- Wax paper, aluminum foil and coated baking paper
- Produce stickers
- Cigarette butts
- Vacuum contents and bags









# Setting Up Collection for Your Property

## Step 1 – Assign the Task

Start by identifying who will be responsible for coordinating and monitoring your building's compostable collection program. This person or group will be responsible for the initial set up of the compostable collection and will also look after monitoring service levels going forward. Identify who will be the main contact for residents, tenants or staff regarding questions about the collection changes.

## Step 2 – Estimate Volume of Compostables

You will need to estimate how much compostable waste is generated on your property. A quick reference for multi-family properties is provided below. Your waste hauler can also assist you in determining estimated waste volumes.

NUMBER OF RESIDENTIAL UNITS	NUMBER OF GREEN BINS (240 LITRE BIN)
5-10	1 
11-30	1-2 
31-50	2 
51-70	3 
71-90	4 
91-100	4 

*Graphic courtesy of Metro Vancouver, based on weekly collection*

## Step 3 – Contact A Waste Hauler

Before implementing any changes, contact your hauler for information on logistics on how to set up compostable collection for your location. It is also a good idea to obtain quotes from multiple haulers. Costs associated with compostable collection will vary by location depending on the type and size of the multi-family residence, business or institution.

There are many haulers that can provide a range of collection and container options, signage and support to communicate collection requirements to your residents, tenants or staff.

Some questions to ask haulers:

- **Are you able to provide collection for compostables?**
- **What types of buildings do you service?**
- **What container sizes and frequency of collection do you offer?**
- **Do you provide paper bags or compostable bags to line the containers?**
- **Will you help us determine if we have the right number of waste containers?**
- **Will you adjust the size or number of containers if needed?**
- **How will this additional service change my costs?**
- **Do you have a standard contract?**
- **How will I be invoiced?**
- **Do you have a bin cleaning service?**
- **Where are the compostables being delivered to?**
- **Is the compost facility authorized?**
- **What timeline will be required to begin providing compostables collection?**
- **Will you provide signs, flyers or other support to help us learn to use the service?**

The City has compiled a list of haulers to assist in the setup of compostable collection. Mention of any waste hauler in this document does not constitute endorsement or recommendation of the hauler by the City. Additional haulers may be found through searching the yellow pages.

## Local Waste Haulers

Provider	Address	Contact Information
<b>First Class Waste Services</b>	6257 Sumas Prairie Rd, Chilliwack	www.firstclassgroup.ca T: 604-823-2116
<b>Maple Leaf Disposal</b>	20380 Langley Bypass, Langley	www.mapleleafdisposal.com T: 604-533-4993
<b>Remple Disposal</b>	35321 Delair Rd, Abbotsford	www.rempedisposal.com T: 604-852-7330
<b>Revolution Resource Recovery</b>	19500 56th Ave, Surrey	www.aforceofnature.ca T: 604-539-1900
<b>Smithrite Disposal</b>	70 Golden Dr, Coquitlam	www.smithrite.com T: 604-529-4030
<b>Super Save Group</b>	19395 Langley Bypass, Surrey	www.supersave.ca T: 604-533-4423
<b>True West Compost Co.</b>	Abbotsford	www.truewestcompost.ca T: 604-309-5503
<b>Urban Impact</b>	15360 Knox Way, Richmond	www.urbanimpact.com T: 1-855-214-2613
<b>Valley Waste</b>	44675 Chalmer Pl, Chilliwack	www.valleywaste.ca T: 1-855-892-6070
<b>Waste Connections of Canada</b> (Progressive Waste Solutions)	34321 Industrial Way, Abbotsford	www.wasteconnectionsCanada.com T: 604-857-1990
<b>Waste Management</b>	2330 United Blvd, Coquitlam	www.wmCanada.com T: 604-520-7800

## Step 4 – Set Up Service

There are a number of different variables to consider when planning compostable collection for your property.

### Collection Frequency

Your waste hauler can assist you in determining a collection frequency for your property. Separating compostables from garbage will not result in additional waste being generated.

### Collection Vehicles & Access

The size of collection trucks and the manner in which they collect materials differs. A typical truck is approximately 11 m long, 3 m wide and 4.5 m tall. Some trucks lift and empty carts or bins at the side of the truck, while others lift and empty at the front or back of the truck. Each of these must be considered in cart or bin placement.

The access route to garbage, recycling and compostable collection carts or bins must be designed so that the collection vehicle is able to enter the site, collect the garbage, recyclables and compostables and exit without the need to back up onto a public road. Collection trucks generally require a turning radius of 18 m. Two examples of acceptable vehicle access options include a turnaround area, allowing for a three point turn, or a drive through access route. Consult with your waste hauler before designing access routes and to discuss placement of your carts or bins.

### Centralized Collection Location

For ease of use, centralized compostable collection containers are best placed near existing garbage cans or recycling containers. When locating both indoor and outdoor containers, it is important to consider the ease with which they can be accessed and collected. If the location is convenient, it is more likely to be used. The storage area should not block or impede any fire exits, public right-of-way, or pedestrian and vehicular access. Placement of centralized containers also needs to consider the BC Building Code. Work with your waste hauler to find an area that is close to common areas where residents, tenants or staff frequently visits.

Remember, a full container of compostables can become very heavy. This is important to consider if you plan to manually move the bins before they are collected.

Some townhouses may receive individual curbside collection through their waste hauler and centralized containers are not used. Contact your waste hauler to see if curbside collection is available for compostable waste at your townhouse property.

## Central Collection Layout

There is a wide range of buildings and uses, so the layout of the centralized collection area will vary from property to property. Here are some ideas for making your area work for you:

- **If you have a larger garbage bin, you could downsize to create space for a compostable container;**
- **If you have several waste containers on-site, talk to your waste services provider about options for switching out one or more of the containers for compostable collection; and**
- **If you have little extra space in your collection area, you may be able to set up some smaller carts for compostable collection.**

Most properties should be able to find storage solutions that don't require renovations or permits. However, if any changes are made to the building, landscaping or parking, ensure you contact the City's Planning and Development Services Department to confirm whether a building permit or development permit is required (604-864-5510).

## Centralized Container Sizing

Depending on the volume of compostables anticipated at your property, centralized collection containers include:

Container*	Volume	Height	Width	Length
360 L Cart	0.36 m <sup>3</sup>	118cm (46")	71cm (28")	79cm (31")
2 Cu. Yd. Bin	1.5 m <sup>3</sup>	1.0m (3'3")	0.9m (3')	1.83m (6')
3 Cu. Yd. Bin	2.3 m <sup>3</sup>	1.22m (4')	1.1m (3.6')	1.83m (6')
4 Cu. Yd. Bin	3.1 m <sup>3</sup>	1.22m (4')	1.4m (4.6')	1.83m (6')
5 Cu. Yd. Bin	3.8 m <sup>3</sup>	1.52m (5')	1.4m (4.6')	1.83m (6')
6 Cu. Yd. Bin	4.6 m <sup>3</sup>	1.52m (5')	1.7m (5.6')	1.83m (6')
8 Cu. Yd. Bin	6.1 m <sup>3</sup>	2.13m (7')	1.7m (5.6')	1.83m (6')

*\*Remember that all carts and bins also require clearance for opening lids (0.8m for carts and 1.02m for bins).*

## Container Examples

Personal containers can be used to store food scraps in a kitchen or lunchroom before being emptied into a centralized compostable waste container. The centralized compostable waste container is typically a cart or bin into which residents, tenants or staff will empty their personal containers. The centralized compostable waste container is typically emptied by your waste hauler. Many local retailers also carry paper food waste bags lined with cellulose that can be used on their own and do not require the use of a container.

### Examples of Personal Containers



## Examples of Indoor Centralized Containers



Personal containers, or carts are available for purchase or rent from many local retail companies or through your waste hauler.

**QUICK TIP**

## Examples of Outdoor Centralized Containers



## Retailers

Liners and personal containers, such as kitchen catchers, can be purchased from many local retailers both in store and online. The City has compiled the below list of retailers to assist in the setup of compostable collection. Mention of any retailer in this document does not constitute endorsement or recommendation of the retailer by the City. Additional retailers of liners and personal containers may be found through searching the yellow pages or online.

## Retailer Chart

Provider	Address	Contact Information
<b>Bed, Bath &amp; Beyond</b>	32700 South Fraser Way, Abbotsford	www.bedbathandbeyond.ca T: 604-853-7654
<b>Blackwood Building Centre Ltd.</b>	33050 South Fraser Way, Abbotsford	www.homehardware.ca T: 604-853-6471
<b>Canadian Tire</b>	32513 South Fraser Way, Abbotsford	www.canadiantire.ca T: 604-870-4134
<b>Home Depot</b>	1956 Vedder Way, Abbotsford	www.homedepot.ca T: 604-851-4400
<b>London Drugs (West Oaks)</b>	32700 South Fraser Way, Abbotsford	www.londondrugs.com T: 604-870-3585
<b>London Drugs (Highstreet)</b>	3122 Mt. Lehman Rd., Abbotsford	www.londondrugs.com T: 604-852-0936
<b>Lowes</b>	1225 Sumas Way, Abbotsford	www.lowes.ca T: 604-755-0835
<b>Rona</b>	32073 South Fraser Way, Abbotsford	www.rona.ca T: 604-853-2286
<b>Walmart (East)</b>	1812 Vedder Way, Abbotsford	www.walmart.ca T: 604-854-3575
<b>Walmart (Highstreet)</b>	3122 Mt. Lehman Rd., Abbotsford	www.walmart.ca T: 604-504-2080



## Signage & Lighting

All centralized garbage, recycling and compostable collection containers should have clear signage to ensure that materials are placed into the appropriate container. Here are some tips when creating signage for your waste containers:

- **Place signage at eye level, on the front of each container, or at another prominent location;**
- **Provide adequate lighting to increase the ease with which the signs can be read and the containers can be accessed;**
- **Signage size should be large enough to be easily read;**
- **Use pictures and text to explain what can and cannot be placed in containers; and**
- **Consider laminating signage to ensure longevity and cleanliness.**

Some example signage options are available on the City's website at [www.abbotsford.ca/waste](http://www.abbotsford.ca/waste). Printed copies can be requested by contacting the Engineering Department at 604-864-5514 or [eng-info@abbotsford.ca](mailto:eng-info@abbotsford.ca). Your waste hauler may also have information or signage to assist you.

## Cleanliness

Did you know that plastic bags labelled as biodegradable or compostable cannot be processed at most local composting facilities?

Paper liners are available for most small and medium sized compostable collection containers. Liners help minimize efforts required for maintaining a clean container. If you do not wish to purchase liners, use paper towel, newspaper or soiled paper can also be folded or crinkled up at the bottom of the container. Using paper food waste bags or going liner-less is also an option.

Additionally, there are container cleaning companies available for large, centralized bins or your contractor may be able to make an agreement with you where dirty containers are swapped out with clean ones on a regular basis. Consult with your waste hauler for additional information on how to keep containers clean.

## Step 5 – Inform & Engage

Well informed residents, tenants and staff will reduce issues and result in better participation in composting programs for your building. Some tips on getting the word out include:

- **Invite them to a session where they can ask questions and get information;**
- **Host a walking tour to take them through the sorting process step-by-step;**
- **Provide information through emails, letters and social media; and**
- **Post information and signage in common areas.**

Key information to provide includes:

- **When compostable collection will begin;**
- **What can and cannot be placed in the containers;**
- **Why it is important to sort material;**
- **Where centralized containers are located;**
- **When the containers will be emptied;**
- **How to resolve common problems; and**
- **Where to obtain more information.**



Don't forget to share the successes of the program with residents, tenants and staff. The continued success of the program depends on their participation.

This information should be provided periodically throughout the year as a reminder.

## Step 6 – Implement Collection

Once you have planned your collection program and have notified residents, tenants and staff, it is time to launch your compostable collection. After collection begins, be sure to monitor your centralized containers regularly. If your garbage is never full, talk to your waste hauler about decreasing your collection frequency or container size. You have adequate container size and number for your property if they are not overflowing between collection days.

## Step 7 – Monitor & Continue to Educate

Regularly visit your collection area on your property and assess the following:

- **Check for contamination in containers and identify common items that are unacceptable;**
- **Check that signs are in place and easy to read. Replace faded or damaged signs;**
- **Check that the collection area is clean and tidy – this will help deter pests; and**
- **Remove any obstacles that make it difficult to access the containers or bins.**

Your waste hauler can also be a valuable resource for guidance and support. They may have additional resource materials that can be given to residents, tenants or staff.



### Additional Resources

QUICK TIP

#### City of Abbotsford

[www.abbotsford.ca/waste](http://www.abbotsford.ca/waste)  
604-864-5514

#### Fraser Valley Regional District

[www.fvrd.ca](http://www.fvrd.ca)  
[www.bewastewise.com](http://www.bewastewise.com)

#### Recycling Council of BC

Recycling Hotline:  
604-732-9253

#### Love Food Hate Waste Canada

[www.lovefoodhatewaste.ca](http://www.lovefoodhatewaste.ca)



## Tips for Success

Keep pests and odour to a minimum with these tips:

- **Reduce It** – Educating residents, tenants and staff on how to prevent food waste is a key tool in reducing the amount of food waste you will need to manage. Reducing the amount of food waste generated is the most effective way to prevent pests and odour, and can also help cut down on hauling costs.
- **Lid It** – Collect all compostable waste in a lidded container at all times.
- **Line It** – Place newspaper, used paper towel, cardboard or yard trimmings in the bottom of your container after it is emptied. This will help absorb any moisture and prevent food from sticking to the container.
- **Freeze It** – To help reduce odours, freeze food scraps until your collection day.
- **Sprinkle It** – Sprinkle a small amount of baking soda in your container to help reduce odour.
- **Empty It** – Empty your personal and centralized container on a regular basis. Ask your hauler for more frequent collection if needed.
- **Rinse It** – Rinse or wash container after emptying with mild detergent or vinegar.
- **Monitor your centralized containers regularly.** If your garbage is never full, talk to your waste hauler about decreasing your collection frequency. If odours persist during warmer months, talk to your waste hauler about increasing your collection frequency.

## Glossary

**Compostable waste** – Includes yard waste and food waste.

### **Centralized compostable waste container**

– A container, typically a cart or bin, designated for the centralized collection of compostable waste.

**Centralized container** – means the same as centralized compostable waste container.

**Contamination** – The placement of non-compostable materials in a compostables only collection bin. Contaminants include metals, plastics, plastic bags, pet waste and diapers.

**Food Waste** – Includes fruits, vegetables, meat, fish, bones, dairy products, eggs, egg shells, pasta, rice, flour, bread, coffee grounds, coffee filters, fats, oils, lards, jams, jellies, condiments, and food-contaminated paper including paper napkins, tissues, paper packaging and paper take-out containers.

**Fraser Valley Regional District** – The Fraser Valley Regional District, (FVRD), is a political body operating under provincial legislation as a regional district. This organization delivers regional services, policy and political leadership on behalf of eight unincorporated Electoral Areas and six municipalities, including Abbotsford. The FVRD is governed by a 23 member Board with eight directors elected by Electoral Area residents and 15 appointed from municipal councils.

**Kitchen catcher** – an example of a personal container.

**Personal container** – A small container that is used to store food scraps before being emptied into the centralized compostable waste container.

**Yard Waste** - Includes household plants, cut flowers, grass clippings, leaves, tree trimmings, plant remains and stumps or branches less than 15 cm (6") in diameter and less than 1 m (3.3 ft) long, but does not include lumber, rocks, soil and sod.



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