

Summary Report

CIF 641.12

Town of Kirkland Lake Small Program P&E plan implementation



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

Final Project Report, June 30 2015

Town of Kirkland Lake

CIF Project number 641.12

Acknowledgement:

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EXECUTIVE SUMMARY

This is a summary report for the 2014 – 2017 P&E communication plan implemented by the Town of Kirkland Lake. The project goal was to improve the performance of the Blue Box recycling program and meet Best Practice requirements by having a communication plan in place for the program. The Continuous Improvement Fund (CIF) provided financial and technical assistance in completing the project.

The Town created an implementation of a communication plan for the Blue Box recycling program in June of 2014. During the first year of implementation, the Town experienced multiple issues related to the collection & processing of Blue Box materials. As such, Staff adjusted the planned tactics & rollout schedule outlined in the communication plan to account for these issues. To date, the Town has implemented the following P&E tactics:

- Distribution of promotional items: Frisbees, stickers, pencils & pencil crayons
- In-kind newspaper advertisements
- Presentations
- Signage at the depot location

In order to assess the impacts of P&E activities, Town staff focussed on measuring and monitoring

- Tonnage of Blue Box materials collected by the collection contractor
- Established methods and baseline data for monitoring curbside participation
- Established methods and baseline for monitoring depot cleanliness.

As of the date of this report, the impacts of the communication plan implementation are the following:

- Tonnage has increased approximately 12 % from the 2013 baseline
- Participation in the curbside program was established at 11.4 %
- Participation at the depot has not been established

The low participation rate can be attributed to the following: cold January temperatures, depot only users, and the contractor utilizing a different collection vehicle. When the contractor changed from a recycling collection truck to a rear loading compactor vehicle, many of the residents believed the recycling was being thrown into the waste stream, causing many residents to utilize the depot, or stop recycling all together. Staff modified the communication plan and mailed out notifications of this change to residents and are currently evaluating P&E options for improving participation in the curbside program. The Town plans to continue with the remaining tactics and monitoring end results. As of the date of this report, Staff are confident that the goals & objectives established in the P&E communication plan will be met by the 2016 year end and are encouraged by the progress to date.

For further information about this project, please contact:

Jenna McNaughton | Information Manager / Recycling Coordinator | Town of Kirkland Lake
o: 705.567.9365 x 243 | e: jenna.mcnaughton@tkl.ca

1 BACKGROUND INFORMATION

1.1 Municipal Information

The Town of Kirkland Lake (The Town), located in north-eastern Ontario approximately 600 km north of Toronto, is home to approximately 9,200 residents. The Town is comprised of 2,800 single family and 700 multi-residential households; 3,500 households total. The Town is part of group 6, rural collection north, of the Waste Diversion Ontario (WDO) data call. In 2012 the Town implemented a Waste Recycling Strategy (WRS) aimed at enhancing the current blue box collection program. The Town has committed to increasing the amount of materials diverted from landfill through the blue box recycling program.

In 2011, the Town reported a total of 363 tonnes of recyclable material collected through blue box programming. The net costs for blue box programming were reported as \$132,841, a net cost per tonne of \$366/tonne; note the Town does not receive revenue from the sale of recyclable materials. Currently, the Town diverts 12% of waste through blue box recycling, which is the result of capturing approximately 35% of blue box materials in the waste stream.

During 2014, the Town planned to improve the residents' awareness of the blue box programming through promotion and education (P&E) initiatives with the goal of increasing the capture of blue box materials. The Town has an annual P&E budget of \$1000. In addition to this budget the Town has received funding approval from WDO's Continuous Improvement Fund; \$5,000 total funding for one project. The Town's strategic approach to implementing the P&E funding can be found in Appendix A.

In June of 2015, the Recycling Coordinator for The Town of Kirkland Lake attended a Promotion and Education training session as part of the Waste Diversion Ontario's, Ontario Recycler's Workshop. Based on the new information gained through the training session, a new tactic of running promotion campaigns was introduced. The municipality is considering purchasing community recycling bins with a large promotion area to assist in advertising campaigns to be placed in the downtown core and/or municipal parks/ walking trails.

1.2 Program Description

The Town of Kirkland Lake offers weekly curbside collection of garbage waste to residents and biweekly curbside collection of blue box materials. Both collections are completed by a private contractor - Teck Northern Roads (TNR). The Town targets the following materials for blue box collection: Containers: Glass bottles and jars, metal food and beverage containers, and PET 1 plastics only; Fibers: Newspaper, flyers, magazines, inserts, office paper, boxboard, corrugated cardboard and brown paper bags. Town offers its single family residents 14 gallon boxes; at a reduced rate of \$5.00 per box.

There is a drop off depot for recyclables at privately owned and operated Material Recovery Facility located in the Town. The Town has been working from an annual renewal arrangement with TNR. The Contractor retains 100% of revenue from the sale of the Town's material. The contract operates on a cost

per month basis. Additionally, the Town has contracted TNR to operate the municipal landfill site. The Town employs one employee to collect tipping fees.

1.3 Program Changes

During 2014, the contractor stumbled with some difficulties: the shutdown of the material recovery facility (MRF) in Rouyn, the loss of their local garage and sorting site, and various vehicle break downs.

The MRF in Rouyn, QC closed in early January, 2014 without warning and the contractor scrambled to locate a nearby MRF that would be cost effective for the delivery of materials. This caused some delays with storage of materials at the local depot site. Additionally, due to the loss of the contractor's storage garage and sorting area, the contractor obtained use of a vacant garage at the landfill site. With the use of this garage, collection vehicles were now travelling to the landfill, which caused many residents to question why our recycling was going to the landfill. A notice was placed in the local newspaper the Northern News, which described the recycling process. Occasionally the contractor would use the compactor vehicle for collection, which also prompted some phone calls from residents, as they were concerned the recycling was being collected with the waste. An additional notice was placed in the newspaper the following month of February.

Throughout the year, the contractor had some issues at the depot site, and various equipment failures. Many residents were using the depot site as a garbage drop off and placing many non-recyclable items into the bins. The equipment failures caused some issues, specifically when the compactor vehicle was down. The compactor is responsible for emptying the bins at the depot, as well as the transporting and compacting of materials to maximize the amount of materials to be hauled. When the compactor truck was down, the materials would accumulate on site, causing a messy depot and a large amount of materials on site.

In September, the contractor suffered a major breakdown, which left the depot site in a mess. Due to the increase of materials being held on site, an increase of non-recyclables began to reappear. At this point, the municipal staff began daily monitoring of the depot allowing staff to comprehend the exact depot issues, and determine what materials residents are dropping off at the depot each day. A notice was issued, highlighting the recycling struggles, and a specific notice regarding glass recycling was placed in the newspaper.

Due to these issues, our promotion and education program focused on educating the residents of what is not recyclable, and how to properly use the recycling depot. This included added signage and daily monitoring of the depot site, as well as public notices to ensure all residents were aware of the current issues. Public notices were placed in the local newspaper, on municipal office bulletin boards, on the municipal webpage and social media sites.

Currently, there are ongoing daily inspections of the depot site, and weekly inspections of the holding garage at the landfill. The contractor is still required to submit monthly quantities and has ongoing updates and negotiations with the Director of Physical Services.

(See notices and photos of new signage in Appendix C)

2 IMPLEMENTATION

When this plan was written, the main goals were to increase diversion and to increase participation within the recycling program. However the issues encountered with the recycling contractor forced a change to the original P&E plan for the 2014 calendar year. Instead of promoting to increase diversion and increase participation, the focus was shifted to educate residents about the challenges with the recycling program, cleanliness of materials, proper sorting at the depot, and how to care for the depot. Although this focus may not have increased the amount of recyclables diverted from the waste stream, it did provide an opportunity for receiving cleaner materials to be delivered to the processor, a cleaner recycling depot, and restored faith in the recycling system. Due to this focus, an additional goal was added to our plan, allowing an opportunity to ensure the depot cleanliness was maintained.

2.1 Goals and Objectives

- 1 **Increase tonnage of materials collected.** Maximize capture and diversion of residential blue box material, as indicated in our 2012 WRS. Current rate of blue box materials diversion is 12% (2013 - 260 MT collected). Objective is to increase diversion by 3% (to ~325 MT collected annually, assuming waste generation rates are constant) in the next three (3) years. With a 15% blue box diversion rate, it will create a capture rate of close to 40% of blue box materials in the waste stream. Long term, the goal will be to match the WDO datacall group average of 20% blue box diversion.
- 2 **Increase participation in the recycling program.** There was no current estimate of blue box participation within the Town's programming prior to 2014. Municipal staff completed baseline measurements of participation during the 2014 calendar year. Staff plan to increase participation in the program through educational flyers of the current recyclable materials, how to recycle, and where to recycle. Recycling presentations for youth were completed in the school and summer youth programs as scheduled. This provided an opportunity for young children to learn about recycling through in class presentations, interactive sessions and promotional materials. It also provided an opportunity to take home that knowledge to participate in a better recycling system at home.
- 3 **Maintain the Recycling Depot Cleanliness.** Through some additional staff assistance, a new goal was added, to maintain depot cleanliness. This additional goal was required based on multiple complaints, equipment failures and observations. The goal is to maintain a clean site through added depot signage, daily monitoring and communication with the onsite staff to determine difficult materials.

2.2 Messages used

- Kirkland Lake Recycles!

2.3 Target audience

The target audience for the communication plan was / is the entire populace of the Town. Staff have identified two subgroups:

- 1 Residents in the Multi-Residential sector
- 2 Children in elementary school

2.4 Promotion & Education Tactics

Webpage: created throughout the first months in 2015. The webpage went live in April.

Non-collection notices: Due to changes with the contractor the non-collection notices were cancelled. With the change over from the Rouyn MRF to Timmins, the facility accepted more materials; therefore the contractor collects all recyclable items. However, additional materials was not negotiated into his contract, nor are they required to collect the additional materials, therefore the non-collection notices were not required.

P&E promotional gifts / items: With the changes to the recycling program, many of the residents in Kirkland Lake felt that recycling was a waste of time, and many thought that the materials end up in the landfill at the end of the day. Through our promotion and education program, we purchased items that are specially made of recyclable materials, such as recycled newsprint pencils, recycled paper pencil crayons, and recycled plastic for frisbees. Additionally we chose items that focused on educating young children and students, as they can take back the message to their parents.

Mail-outs: were not completed in 2014, but are scheduled for 2015 & 2016

Education presentations: were completed during the summer and fall of 2014 for students and young children. The presentation included education about recyclable materials, care at the recycling depot, where the recycling goes and what happens to the materials (eg. promotional items). Recyclable materials & calendar handouts were provided, along with additional materials, as requested by the host. (Eg. Ontario Early Years requested additional information on composting)


Newspaper / In-kind ads: along with our monthly Municipal Update are posted in the Northern News, which is published three times per week. Various advertisements are placed in the newspaper, such as holiday collection schedule, upcoming collection days, yearly calendar, targeted material collection, promotion for upcoming website and public notices.

Recycling depot signage: This tactic was completed by our collection contractor as per our agreement for this service.

Table 1: Outline of planned expenditures for 2014 to 2016 for P&E efforts

| Year One Tactics (2014) | Budget | Year Two Tactics (2015) | Budget | Year Three Tactics (2016) | Budget |
|----------------------------------|---------------|------------------------------|---------------|------------------------------|---------------|
| Webpage creation | \$500 | Webpage Creation | \$500 | Webpage enhancement | \$300 |
| Webpage – live April 2015 | | | | | |
| Non-collection notices | \$100 | Non-collection notices | \$100 | Non-collection notices | \$100 |
| Non Collection notices cancelled | | | | | |
| Advertisement / P&E materials | \$3000 | Advertisement/ P&E materials | \$1000 | Advertisement/ P&E materials | \$1000 |
| Purchased | | | | | |
| Mail out | \$200 | Mail out | \$500 | Mail out | \$500 |
| Presentations | \$200 | Presentations | \$500 | Presentations | \$500 |
| In Kind Ad | 4 Ads | In Kind Ad | 4 Ads | In Kind Ad | 4 Ads |
| Depot Signage | No cost* | | | | |
| Total Budget Year 1 | \$3200 | Total Budget Year 2 | \$2500 | Total Budget Year 3 | \$2300 |

*Cost incurred to collection contractor



**KIRKLAND
LAKE
RECYCLES**

What Do We Recycle?

Glass


- Bottles
- Jars

*Empty, rinse, and remove lids! Labels may remain.
Place loose in blue box.*

Steel & Aluminum Cans

- Pop cans - Vegetable cans
- Coffee cans, etc.

*Empty & rinse. Labels may remain.
Place loose in blue box.*

 PET #1 Plastics

- Pop and water bottles
- Some juice bottles

*Empty & rinse. Labels may remain.
Place loose in blue box.*

Fibers


- Newspapers
- Magazines
- Catalogues
- Egg cartons
- Brown envelopes
- Cardboard (please fold)
- White & coloured paper
- Computer printout paper
- Letters

Do not include plastic film, foil, liner bags or food.

If you have multiple blue boxes please separate your fibers from your other recyclables.

What is not acceptable?

- Glass panes and broken glass.
- Building materials; siding, shingles, windows, doors, drywall, etc.
- Styrofoam
- Plastic wrap
- Foil-lined boxes (broth containers)
- Waxed boxes (juice and milk boxes)
- Pie plates
- Furniture and appliances
- Cleaning buckets



**Care at the Recycling Depot
(37 Duncan N)**

- Please sort each item into their separate bins
- If you bring your recyclables in clear bags, the items must be sorted and the clear bag disposed of.
- Please do not leave garbage, this includes, animal waste, animal carcasses, furniture, bed frames, appliances, and electronics.

Blue boxes are available for sale for \$5.00; at 1 Dunfield Road (Department of Physical Services) and at 3 Kirkland St. (Town Hall)

Did you know that you can drop off your old, used electronics at the landfill for free?
For more information contact the Department of Physical Services (705) 567-9365 Ext. 243

2.5 Tactics Utilized

Table 2: P&E Implementation tactics, targets, and respective costs

| Tactic | Total Number | Production Cost | Distribution Method | Distribution Cost |
|------------------------------|--|-------------------|---|-------------------|
| P&E Items | | | | |
| Frisbees | 500 | \$468.95 | Handout at presentations | \$0.00 |
| Pencils | 2000 | \$590.53 | Handout at presentations | \$0.00 |
| Stickers | 1000 | \$469.70 | Handout at presentations | \$0.00 |
| Pencil Crayons | 500 (pack) | \$1148.81 | Handout at presentations | |
| Home & Trade show | 1 per year | | Booth with promotion materials & hands on examples. Blue boxes for sale | Staff time |
| Presentations | 2 Nursing Homes 7 Schools 4 Daycares | Staff time | Presentation (power point and hands on). Includes question & answer session | Staff time |
| Signage for Depot | 3 | Contractor's cost | Bolted in place at depot | |

3 RESULTS

3.1 Tracking & Analysis

Goal 1 – Increase diversion (Increase tonnage to 325 MT or 15% diversion)

As part of the Planning and Building division's regular monthly meetings, recycling tonnages are received from the contractor who provides collections. Tonnages represent the amount of curbside material collected as weighed by the processor. The monthly tonnage of recyclable material collected for the years 2013 (prior to communications plan) and 2014 are presented in figure 1, below. The total tonnage collected in 2013 was 262 metric tonnes. The amount has increased for the 2014 calendar year to a total of 294 tonnes. Staff are encouraged to see the increase in material diverted even with the numerous issues encountered this past year. The performance of the program certainly appears to be on course to meet the objective of 325 MT diverted through the Blue Box program by year end 2016.

An additional 32 metric tonnes per year was collected in 2014 compared to 2013. Figure 1, below, is a comparison of the tonnes of recyclable material collected through the Town's recycling program; data provided by the collection contractor monthly. We believe the increase was due to:

- Introduction of recycling collection at local schools, along with promotion and education in the classrooms; and
- Monthly recycling advertisements in the municipal update, plus additional advertising on social media sites.

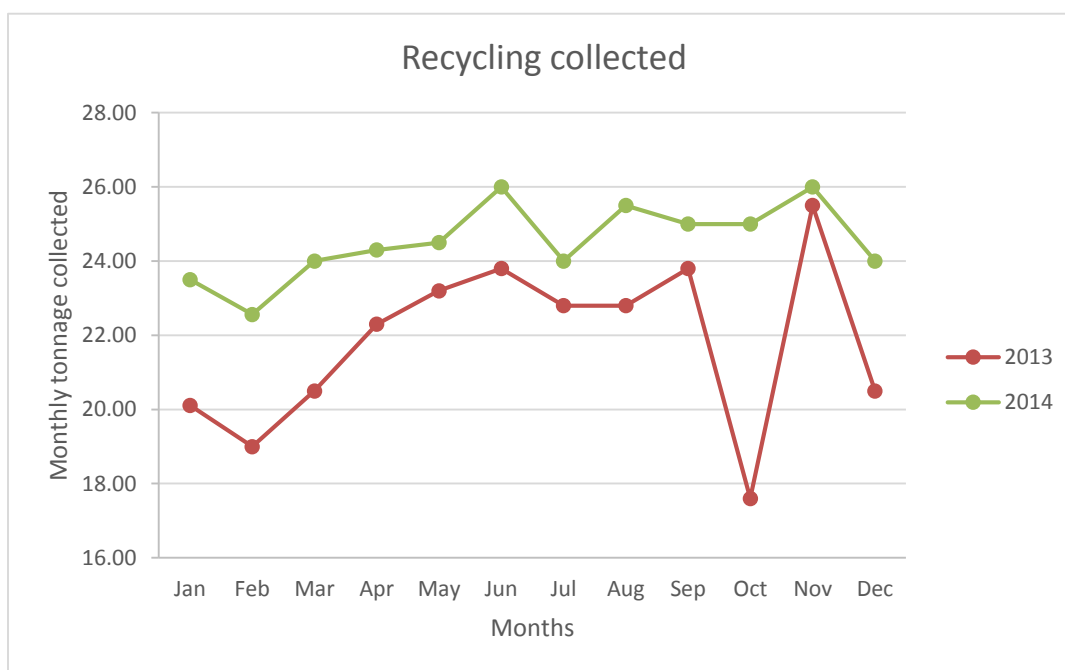


Figure 1: Tonnage of recyclable material collected during 2013 and 2014

Goal 2: Increase participation

A baseline was established by utilizing a *trackstick*, which determined the exact route the collection vehicle takes, additionally, it tracked the amount of stops the vehicle had. As part of the process for establishing a baseline, additional information was collected. The recycling route was followed and a check mark was placed onto a map for all the houses which had a blue bin outside. One issue we found with the *trackstick* is that it only provided points for stops of more than 2 minute. Therefore if the stop to collect was completed within two minutes, the program did not register this as a stop. Additional data optimization is required after each *trackstick* run, to ensure stops at intersections and drop offs were not added to the data total. Participation rate at the curbside was established at 11.4 % in January 2014, by doing visual inspections. The low participation rate can be attributed to the following: cold January temperatures, depot only users, and the contractor utilizing a different collection vehicle. When the contractor changed from a recycling collection truck to a rear loading compactor vehicle, many of the residents believed the recycling was being thrown into the waste stream, causing many residents to utilize the depot, or stop recycling all together.

In order to increase participation, we would like to target the group of non-participants by creating a mail out to address whether or not the resident is in fact recycling (perhaps utilizing the recycling depot, or recycling once per month). The main concern with a questionnaire mail out would be lack of responses; therefore an additional questionnaire would be placed on social media sites and our website. These questionnaires can help determine whether or not residents are recycling, and if they do not recycle, we may be able to determine the main concern from residents.

The website now has all materials a resident may require. A hit counter was set up for the website, and an email is sent to the creator of the site weekly.

(New) Goal 3: Depot

The contractor (TNR) had a few equipment failures throughout 2014. One specific incident where the compactor truck was down, causing a delay in picking up materials from the recycling depot. Due to the delay, a large amount of material was left at the recycling depot, causing overfull bins, blowing materials, and an increase of non-recyclables.

Added signage: was designed, created, and implemented at the waste recycling depot in Town. Photographs in the appendix

Daily inspections: Every morning the recycling coordinator inspects the recycling depot. Photos of the bins are taken each day. Additionally, the bins are monitored to ensure they are being emptied on a regular basis.

3.2 Stop, Start, and Continue

Table 3 outlines the assessment of planned and implemented P&E tactics. The table has been used to assess each of the planned tactics from the communication plan as a tool of determining whether tasks should be Stopped or Continued and if any new tactics should be Started.

Table 3: Assessment of P&E tactics

| Task | Start/Stop/Continue | Assessment | Final Assessment |
|--|--|--|--|
| MAXIMIZE CAPTURE & INCREASE AWARENESS | | | |
| Webpage | <p><u>START</u>: Updating each month, to keep things interesting.</p> <p><u>STOP</u>: If hit count does not increase.</p> <p><u>CONTINUE</u>: If hit count increases each month.</p> | <p>- Hit count</p> <p>- Feedback</p> | April 2016 – 1 year after implementation |
| Advertisement | <p><u>START</u>: Additional promotion.</p> <p><u>STOP</u>: Flyers if too costly and increase does not happen.</p> <p><u>CONTINUE</u>: Posting flyers if people are reading them.</p> | <p>Has collection increased?</p> <p>YES – during post periods</p> | Monthly weigh bills |
| Flyers | | | |
| Social Media | <p><u>START</u>: One update per month</p> <p><u>STOP</u>: If hit count does not increase.</p> <p><u>CONTINUE</u>: If hit count increases each month.</p> | | <p><u>Hit Counts</u></p> <p>The next day, assess how many hits each post has. Most posts have a hit count increase compared to the previous.</p> |
| INCREASE PARTICIPATION | | | |
| Non Collection Notices | <p><u>START</u>: Different method may be required after Second quarter if notice handouts increase.</p> <p><u>STOP</u>: If contractor has no more issues with recyclables in bins.</p> <p><u>CONTINUE</u>: If notices are effective, contractor should require a bundle every few months instead of monthly.</p> | <p>Does the contractor require fewer notices each month?</p> <p>YES</p> | Cancelled the hand outs – Contractor collects all materials, and if a non-item is present, then it is left in the bin. |
| P&E Schools and Nursing homes | <p><u>START</u>: Different method each year to keep students/ elderly inspired and interested.</p> <p><u>STOP</u>: If students/elderly have no interest.</p> | <p>Were the presentations successful?</p> | 3 Presentations successful – students engaged in discussions. |

| | | | |
|---|--|--|--|
| | <u>CONTINUE</u> : If students are interested, continue presentations each year. | YES Were the students/ elderly interested? YES | |
| Promotion Materials | <u>START</u> : Ask for feedback as to which items may be better suited for next time. <u>STOP</u> : If people find the items useless, do not buy again. <u>CONTINUE</u> : If people like the items, consider purchasing more. | Did we stay within budget when purchasing the items? YES Do people like the items? YES | People enjoyed the recycled newsprint pencils. Many are given out at various events, and when a blue bin is sold. |
| MAINTAIN RECYCLING DEPOT CLEANLINESS | | | |
| Daily Depot Inspections | <u>START</u> : Constant messy recycling depot & contractor equipment failures. <u>STOP</u> : Once residents are properly educated about depot procedures, and waste is no longer appearing at the depot. <u>CONTINUE</u> : No change | Has constant monitoring aided in | Constant monitoring has aided in determining difficult items, as well as keep an eye on the contractor to ensure they are emptying the recycling bins daily. |

APPENDIX A: Strategic Approach

- Maximize capture and diversion of residential blue box material, as indicated in our 2012 Waste Recycling Strategy:
 - Increase diversion from the current 12% up to at least 15% of residential waste.
 - Monitoring through data call.
 - In order to meet this objective, we will be increasing promotion and targeting specific materials.
 - Expanding residential sectors to include schools in existing residential Blue Box collection routes.
 - Monitoring of this occurs from the start of the school year to the end of the school year. Education presentations at schools will occur in September. The contractor will be requested to weigh the materials from all the schools collected, and then another weight would be collected in December (Minimum two weeks after all presentations have been completed). And then one final weight would be completed at the end of the school year.
- Increase participation
 - Promotion through items such as, frisbees, pencils and pencil crayons (all made of recycled materials) and/or flyers with a list of accepted items, and coloured schedules for recycling pick-up days.
 - Newspaper ads, through In Kind.
 - Radio Advertisements when necessary. (eg. Cancelling pick-up due to unforeseen circumstances, etc.)
 - Participating in the local Home and Trade show held during the month of May.
 - Distribute promotion materials as mentioned above.
 - Sell blue boxes
 - Pamphlets and handouts made available to enhance the blue box recycling program.
 - Post notices through social media (Discover Kirkland Lake).
 - Accepted item list and schedule to be posted on Town Webpage.
 - Email link to be created and placed on the page, for residents to submit questions, comments or complaints. Monitor the webpage with a hit counter.
 - Online calendar, with recycling weeks, dates of no-pickup days, extra event dates (hazardous waste event, home and trade show, etc.)
 - Consider ways to increase the awareness for multi-residential areas.
 - Perhaps flyers placed into mailboxes, or letters sent to owners.
 - Presentation for schools and nursing homes.
 - *As stated above in maximize capture.*
Monitoring of this occurs from the start of the school year to the end of the school year. Education presentations at schools will occur in September. The contractor will be requested to weigh the materials from all the schools collected, and then another weight would be collected in December (Minimum two weeks after all presentations have been completed). And then one final weight would be completed at the end of the school year.
- Maintain Recycling Materials & Depot Cleanliness
 - Educate residents on what are recyclables and how to properly sort them.
 - Flyers and non collection notices, posted on social media.

- ~~• Monitoring: Town prints copies and records how many were given to the contractor. Contractor to request more copies when necessary.~~
 - Increase/improve signage at the drop off depot currently located at the privately owned MRF.
 - Educate the contractor of the importance of submitting data numbers on time, monitoring the increase/decrease in areas, proper procedures for indicating why blue box materials were left behind.
- Potential future initiatives to consider; stated within the Waste Recycling Strategy (2012)
 - Bag limits for residential waste;
 - Cardboard bans;
 - Mandatory recycling by-law to support existing garbage by-law;
 - Increase tipping fees at the landfill;
 - Phase in a Pay-As-You-Throw program with a max bag limit; and/or
 - Weekly blue box collection.

APPENDIX B: Newspaper Articles and Public Notices

Municipal Update – Northern News
January 24, 2014



THE DEPARTMENT OF PHYSICAL SERVICES PLEASE BE ADVISED

The Corporation of the Town of Kirkland Lake would like to reassure all residents of the municipality's dedication to the recycling program.



Currently the recycling program has a temporary transfer station set up in the garage at the Kirkland Lake landfill site. The contractor is collecting materials during blue box recycling weeks, and placing the materials at the transfer station to be partially sorted and prepared for market. Additionally, the contractor periodically collects the materials from the transfer station, combines them with the materials from the recycling depot and hauls directly to market.

We would like to thank all residents for their dedication to the recycling program and we look forward to enhancing the recycling program in the near future.

If you have any questions or comments, please do not hesitate to contact Jenna McNaughton, Recycling Coordinator for The Town of Kirkland Lake at (705) 567-9365 Extension 243

February 20, 2014

PUBLIC NOTICE



The Corporation of the Town of Kirkland Lake would like to reassure all residents of the municipality's dedication to the recycling program

Currently the recycling program has a temporary transfer station set up in the garage at the Kirkland Lake landfill site. The contractor is collecting materials during blue box recycling weeks, and placing the materials at the transfer station to be partially sorted and prepared for market. Additionally, the contractor utilizes the garbage compactor truck to collect the materials from the transfer station, combine them with the materials from the recycling depot and haul them directly to market.

We would like to thank all residents for their dedication to the recycling program and we look forward to enhancing the recycling program in the near future.

For more information, please contact Jenna McNaughton, Recycling Coordinator for The Town of Kirkland Lake at (705) 567-9365 Extension 243



October 1, 2014

UPDATE ON THE RECYCLING CONTRACT FOR THE TOWN OF KIRKLAND LAKE

The Town of Kirkland Lake, staff have been working with our recycling contractor to address several of the recent challenges which were faced by the closure of the building at 37 Duncan Ave N.

RECYCLING PROCESSING

Currently the program includes residential curbside collection and a central depot facility. The collection is on alternating weeks but the depot is open virtually 365 days a year. The curbside recyclables are transferred to the service garage at the landfill site and sorted. A few times a week a Garbage compactor truck is used to load the recyclables from the depot and landfill garage and transport for further processing at sorting facilities located in Timmins or North Bay. This is important to note as many residents have noticed the waste collection unit collecting the recycling material and have assumed that the contractor is dumping these items into the landfill. This is not the case. The only materials from the depot taken to the landfill site for disposal are non-approved waste materials dropped off at the depot facility.

NON APPROVED WASTE MATERIALS

The Department of Physical Services performs daily inspection to monitor the depot site to identify issues and deal with them. As a result of the inspection program it has been brought to our attention, there are several business and individuals who have also been placing waste and non-recyclables on the property which have further created a mess in the area. Over the past few weeks, the contractor has had to remove and haul tables, fridges, windows, siding, construction waste, chairs, mattresses, televisions, children play food products, animal waste etc to the landfill site. Additionally, there has been scavenging taking place (which is not permitted) creating additional messes. To help correct these issues and discourage ongoing violations additional notices have been posted and security monitoring is being considered.

Recycling has and will continue to play a large role in Kirkland Lake. The Town strives to provide the best approach to recycling by researching and reviewing our costs and new methods of recycling regularly. Although the image of recycling in Kirkland Lake has been recently affected, the Town's recycling programs are progressing. Please remember, it takes a community to make any program successful.

Should there be any questions or concerns regarding the recent recycling challenges, or have witness any such violations, please do not hesitate to contact the Department of Physical Services at (705)567-9365.

November Municipal Update



Kirkland Lake Recycles

The Town of Kirkland Lake would like to thank its residents for their continued efforts with the recycling program. To ensure clean materials are being processed at the market, please be sure to sort items into their proper bins at the depot on Duncan Ave. Additionally please take note:

Glass bottles and jars are to be emptied, rinsed and lids should be removed prior to recycling.

Labels may remain. Broken glass, window panes, mirrors and bath/shower doors are not an acceptable form of glass recycling.

Upcoming Blue Box Collection Weeks:

December 1 – 5
December 15 - 19

*For more information about the recycling program contact the
Department of Physical Services at (705) 567-9365 X 243*

Waste Management &
Recycling Schedule



2015

Blue boxes for sale \$5.00 each
Available at Town Hall
(3 Kirkland Street)
The Department of Physical Services
(1 Dunfield Avenue)

Bi-weekly bluebox curbside
pickup weeks are highlighted in
blue.

Waste pick-up is conducted
weekly, Monday to Friday.

Visit our Municipal Webpage for pickup
schedules and more information regarding
the Waste Management and Recycling
Program in the Town of Kirkland Lake.

www.kirklandlake.ca

Holiday pick-up will be completed the following weekday

*Don't forget about our other programs:
waste electronics, tires, batteries, composting, rain barrels and
more...*

January

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

February

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |

March

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

April

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

May

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

June

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

July

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

August

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

September

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

October

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

November

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

December

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

Contact Information

Email: jenna.mcnaughton@tkl.ca
Phone: (705) 567-9365 X243
Fax: (705) 567-9400
Landfill: (705) 567-5940



Mailing Address

Postal Box 1757
1 Dunfield Road
Kirkland Lake, ON
P2N3P4

APPENDIX C: Signage at Depot Site

