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Item No.
Environment & Sustainability Standing Committee
February 4, 2016

TO: Chair and Members of Environment & Sustainability Standing Committee

SUBMITTED BY: Original Signed by

Bruce Zvaniga, Director, Transportation & Public Works

DATE: January 14, 2016

SUBJECT: Shredding Day

INFORMATION REPORT

ORIGIN

At the October 1, 2015 session of Environment and Sustainability Standing Committee (ESSC), a motion was approved directing a staff report on HRM organizing a Shredding Day for residents where shredding services are offered to residents as part of our diversion strategy that would include partnership opportunities.

LEGISLATIVE AUTHORITY

Subsection 79(1)(an) of the Halifax Regional Municipality Charter provides that "Council may expend money required by the Municipality for solid-waste management facilities".

HRM Charter, Part XIII Solid Waste Management, Section 335 (a - j) refers to the authority to make by-laws respecting Solid Waste Management.

BACKGROUND

Annually, since 2008 special one day paper shred events have taken place with Solid Waste Regions across the province to promote paper recycling. These were funded and promoted by RRFB NS and held in conjunction with National Waste Reduction Week (3rd week of October) or Environment Week (1st week of June). The last paper shred event held in the Halifax Region was on October 25, 2014 at Mic Mac Mall. Shown below is the public drop off, shredding company truck and copy of the Halifax event promotion. There were 8,000 lbs or 3.6 Tonnes of paper delivered for recycling at this event.

Halifax Shred Event – Mic Mac Mall



GOT SENSITIVE DOCUMENTS YOU WOULD LIKE TO SHRED BEFORE RECYCLING?

Bring them to our FREE "Shred Instead" Event.

Saturday, October 25th
MicMac Mall lower parking lot.
9:00 am to 12:00 pm

Limit of the equivalent of 3 file boxes per person.
No plastic sleeves or binders.

PUT WASTE IN ITS PLACE  **RRFB**
RECYCLING REFINERY OF BRITAIN

Brought to you by RRFB Nova Scotia and the Halifax Regional Municipality

HALIFAX

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Since 2008, there have been other agencies that have partnered to sponsor shredding events such as CBC with Credit Union Atlantic and Shred Guard partnership hosting a one day document shredding in May 2014 as noted in the advertisement below.

**SHRED FOR YOUR SECURITY.
DONATE FOR YOUR COMMUNITY.**

FREE PERSONAL SHREDDING DAY

Friday, May 2 - 3:30 to 6:30 p.m.
(rain or shine)
CBC News Building (back parking lot)
1840 Bell Road, Halifax

For more information, go to:
cbc.ca/ns

Together with Shred Guard, CBC and Credit Union Atlantic are coming together to offer free document shredding. It's a great way to clean your home or office of sensitive documents, and protect yourself from identity theft.

Please bring a donation for Phoenix Youth Programs!

YOUR CARING COMMUNITY PARTNERS

 **CREDIT UNION ATLANTIC**  **PHOENIX**

 **SHRED GUARD**  **CBC**  **90.5 F M radio one**

The RCMP and HRP fraud section along with the Better Business Bureau and Service NS Municipal Relations Consumer and Business Policy Section have all been involved in providing free shred events. These have typically taken place during March - Fraud Prevention Month. These agencies have provided this service to raise awareness of public protection from identity theft. Solid Waste staff has reached out to these agencies in order to partner, assist and to help promote events.

DISCUSSION

Within the 7 Solid Waste Regions 3 shred events were hosted in 2015.

Region 2B – Pictou County – 1 event held on October 22 with 75 residents

Region 3 - Colchester- 1 event held on October 3 with 97 residents, collected 4,796 lbs of paper

Region 3 - East Hants – 1 event held on with 48 residents , collected 4,100 lbs

The Solid Waste Regions have indicated that participation has declined over time causing the events to not be scheduled. Regional waste staff assume that residents are using at-home shredders for confidential papers rather than bringing their paper to an event or not shredding at all. Shredded paper along with other paper for recycling can be placed curbside for municipal paper recycling collection. The ICI generated paper such as invoices, payroll documentation or other sensitive materials, are processed through private sector contracts for collection and shredding. This is not part of the municipal service delivery.

There are options and opportunities for Halifax Solid Waste to explore new partnerships and approaches to support paper shredding and recycling. An example of a new approach to providing shredding services is in the establishment of a micro business model. Operating in Yarmouth, NS, a micro shredding business has been established by the Yarmouth Life Skills program. The Yarmouth Life Skills for Disabled Adults develop and deliver program services for post school age adults with intellectual and accompanying physical disabilities. The organization offers community shredding services. The “Just Shred It “business charges a fee of \$0.25/lb for paper drop offs from residents and the business community.

Halifax Solid Waste staff will follow up on advancing new opportunities for partnerships with local organizations as noted above. Solid Waste plan to include a shredding event within the diversion programming and promotion budget for fiscal 2016/17.

FINANCIAL IMPLICATIONS

Based on quantity of paper collected at previous shred events the projected cost is \$1,200.00 per event. Funding to hold one event is allocated in the proposed 2016/17 Solid Waste operating budget.

COMMUNITY ENGAGEMENT

N/A

A copy of this report can be obtained online at <http://www.halifax.ca/commcoun/index.php> then choose the appropriate Community Council and meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

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