



Town of Cochrane Policy

Policy No.:	1501-01
Policy Title:	Construction/Demolition Waste Recycling–Municipal Projects
Approval Date:	January 23, 2006
Revision Date:	
Department:	Operational Services

Policy Statement:

The Town of Cochrane requires that all municipal construction, demolition or renovation projects include provision to recycle as much construction waste material as possible. The construction / demolition (C&D) waste stream shall be separated for reuse or recycled for alternate use.

1. Reason for Policy

1.1 Waste generated by construction, demolition or renovations is believed to account for one quarter of the total waste stream disposed of in Alberta's landfills. The Town of Cochrane Strategic Plan (2006-2008) identifies the need to investigate, monitor and implement environmental standards for waste management / construction waste management.

1.1.1 The Town of Cochrane will take a leadership role in recycling C&D waste from municipal projects and encourage others in the C&D sector to participate in waste reduction and recycling programs.

2. Related Information

2.1 Town of Cochrane Strategic Plan 2006 - 2008.

3. Definitions

3.1 Construction Waste Recycling means the separation and recycling of recoverable waste materials generated during construction, demolition or renovations. Packaging, new material scraps and old materials all constitute recoverable materials. In demolition or renovation, appliances, masonry materials, drywall, doors and windows are recyclable.

3.2 Municipal Projects means construction, renovation or demolition projects that are the direct responsibility of the Town of Cochrane. Projects that

may be undertaken by organizations affiliated with the Town of Cochrane shall be encouraged to abide by this policy.

4. Responsibilities

4.1 Town Council to:

- 4.1.1 Approve by resolution this policy and any amendments.
- 4.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.

4.2 Chief Administrative Officer to:

- 4.2.1 Implement this policy and approve procedures.
- 4.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

4.3 Directors of the Department to:

- 4.3.1 Ensure implementation of this policy.
- 4.3.2 Ensure that this policy and procedure is reviewed every three years
- 4.3.3 Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.
- 4.3.4 Ensure that waste reduction and recycle of the C&D waste stream is included in all C&D plans, specifications or proposal requests.
- 4.3.5 Ensure that final project reports include accurate records of total C&D materials that were reused, recycled or disposed of in landfills.
- 4.3.6 Inform supervisors of procedures to allow the successful implementation of this policy.

4.4 Supervisor to:

- 4.4.1 Understand, and adhere to this policy and procedure.
- 4.4.2 Ensure employees are aware of this policy and procedure

4.5 All Employees to:

4.5.1 Understand and adhere to this policy and procedure.

4.4 Recycle Coordinator to:

4.4.1 Research trends, markets and opportunities for recycling of C&D waste material.

4.4.2 Act as a resource to Town personnel and others in the C&D sector in the managing of C&D waste material.

5. End of Policy



Town of Cochrane Procedure

Policy No.:	1501-01
Policy Title:	Construction / Demolition Waste Recycling – Municipal Projects
Department:	Operational Services

1. General Guidelines

- 1.1 All municipal construction, demolition or renovation projects must include provisions to recycle as much construction waste as possible.

2. Hazardous Materials

- 2.1 Any hazardous materials must be identified, properly removed and disposed of by qualified persons prior to any salvage or demolition work.
- 2.2 Hazardous and banned materials include: asbestos, PCB's, underground storage tanks, lead, and Freon.

3. Construction, Demolition or Renovation Specifications

- 3.1 Ensure that all construction demolition or renovation tender specifications include provisions requiring that the project generate the least amount of waste possible.
- 3.2 Wherever possible waste materials shall be salvaged for reuse or recycling. Waste disposal in landfills shall be minimized. On new construction projects this means careful recycling of job site waste, on demolition or renovation projects this also means careful removal for salvage.
- 3.3 The successful contractor shall submit a waste management plan as per sample attached.

4. Waste Management Plan

The Waste Management Plan shall contain the following:

- 4.1 Analysis of the proposed job site waste to be generated, including types of recyclable and waste materials generated (by volume or

weight). In the case of demolition, a list of each item proposed to be salvaged during the course of the project.

- 4.2 Alternatives to Land filling: Contractor shall prepare a list of each material to be salvaged, reused, or recycled during the course of the project.
- 4.3 List of compulsory materials to be recycled, shall include, at minimum, the following materials:
- Old corrugated cardboard
 - Clean dimensional wood
 - Concrete/Brick/Asphalt
 - Scrap Metal
 - Drywall
 - Paint
- 4.4 List of materials to be salvaged (Demolition / Renovation Projects)
- Dimensional lumber / heavy timbers
 - Wood siding
 - Structural Steel
 - Wood Paneling, molding, trim and Wainscoting
 - Heritage architectural elements
 - Cabinets and casework
 - Insulation
 - Brick and Block
 - Electrical equipment and Light fixtures
 - Plumbing fixtures and copper
 - Windows, doors, frames
 - Hardwood flooring

5. Waste Management Summary

- 5.1 The contractor shall prepare a final waste management summary report specifying each material salvaged and recycled from the project, including the amount (in cubic yards or tones or in case of salvaged items state quantities by number, type and size of items) and the destination (i.e. recycling facility, used building materials yard). For each material land filled include the amount (in cubic yards or tones) of material and identify the landfill.

6. End of Procedure

Approval


Julian deCocq, C.A.O.

JANUARY 10 2008
Date