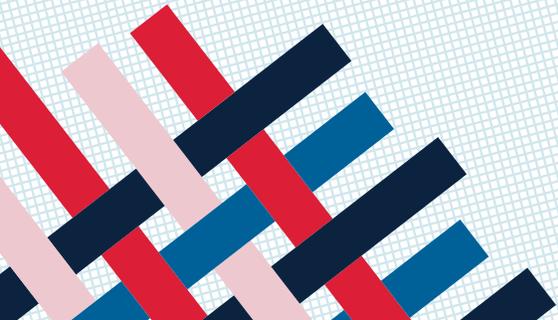




RBC CENTRE  
**REDUCING WASTE**  
AT HOME &  
AT THE OFFICE



# OVERVIEW

With the recent announcement regarding the change from single-stream to multi-stream recycling at RBC Centre, we're excited to provide this resource that includes best practices for eliminating cross contamination, improving recycling, and reducing waste, at the office and at home.

While many people may not be in the office for some time, we want to continue to educate occupants on the new waste streams at the office and encourage them to rethink consumption and disposal habits at home in hopes that these sustainable behaviours will continue post-pandemic. This guide provides a recap of the new waste streams at the property, best practices to eliminate cross contamination, and ways to reduce personal waste amidst the pandemic, during the holidays, and through daily actions.



# WHAT GOES WHERE

## RECYCLING AT THE OFFICE

Below you will find the five waste streams and what belongs in each at RBC Centre. Should you have any questions about the waste streams, or require any waste resources (such as signage for your space), please contact [cfconnect@cadillacfairview.com](mailto:cfconnect@cadillacfairview.com).

Recycling (Cans, Glass, Plastic)	Recycling (Paper)
<ul style="list-style-type: none"> <li>• Plastic bottles &amp; lids</li> <li>• Plastic food containers &amp; lids</li> <li>• Coffee cups, lids &amp; sleeves</li> <li>• Plastic bags</li> <li>• Drink boxes</li> <li>• Aluminum Cans</li> <li>• Glass Bottles &amp; Jars (lids on)</li> </ul>	<ul style="list-style-type: none"> <li>• Cardboard</li> <li>• Cardstock</li> <li>• Office paper</li> <li>• Envelopes</li> <li>• Paper drink trays</li> </ul>
Landfill	Organics
<ul style="list-style-type: none"> <li>• Cutlery &amp; straws</li> <li>• Styrofoam</li> <li>• Wax-coated drink cups</li> <li>• Plastic sandwich bags</li> <li>• Plastic wrap</li> <li>• Aluminum foil</li> <li>• Single-use coffee items (milk, creamers, stir sticks)</li> <li>• Condiment packages</li> <li>• Paper take out containers</li> </ul>	<ul style="list-style-type: none"> <li>• Compostable food containers</li> <li>• Wooden chopsticks</li> <li>• Food scraps</li> <li>• Napkins</li> <li>• Tea bags</li> </ul>
	<p><b>Special</b></p> <ul style="list-style-type: none"> <li>• Batteries</li> <li>• Light bulbs</li> <li>• Cooking grease</li> <li>• A/V equipment</li> <li>• Monitors</li> <li>• For more information, contact <a href="mailto:cfconnect@cadillacfairview.com">cfconnect@cadillacfairview.com</a></li> </ul>

# ELIMINATING CROSS CONTAMINATION

Ontario's contamination rate has been steadily increasing since 2015 and currently hovers around 30%. This means that approximately 1/3 of what is put in recycling bins doesn't belong there and renders much of that material unrecyclable. That's why it's important to properly empty (and sometimes wipe or rinse) items clean before placing them in their respective bin. Below are a few best practices to help eliminate cross contamination.

## BEST PRACTICES

### Empty & clean the container as much as possible

- Always empty food scraps or liquid in the organics bin before recycling the container or disposing of the item in landfill.
- Anything more than a few drops of oil renders the item unrecyclable. For example, a pizza box that's been soiled with grease belongs in landfill and one that's dry with a couple of spots of grease can go in the paper recycling stream.
- If you have access to a sink, it's best to rinse and wipe down any plastic or water-repellent containers prior to placing them in the recycling stream.
- If you don't have access to a sink, or rinsing the container will saturate and soil the material, then it should be placed in landfill.

### Know what goes where

- Take a moment to read the signage and determine where your item belongs.
- Do your best to make an educated decision before disposing of the item.

### When it doubt, throw it out

- If you're ever unsure of where an item belongs, first empty any food waste in the organics bin and place the container in landfill. This will help reduce the number of potentially recyclable bins that are sent to landfill.



# REDUCING PERSONAL WASTE

Every year, the City of Toronto manages over 900,000 tonnes of waste. It requires money, energy, and resources to process and store waste. If everyone took some time to reflect on everyday habits and continually adopted sustainable behaviours inside and outside of the office, we could collectively produce and send less waste to landfill. The following three sections provide suggestions for reducing personal waste amidst the pandemic, during the holidays, and through daily actions.

## HOW TO REDUCE WASTE AMIDST THE PANDEMIC

In response to high PPE demand among the general public and essential workers, it's estimated that 129 billion disposable masks and 65 billion disposable gloves are used globally each month, with the majority of these being made from non-biodegradable, petroleum-based polymers that can't be recycled. We now face a new waste problem with this increase in pollution and it's estimated that 63,000 tonnes of COVID-19 related PPE will end up as waste in Canada over the next year. Below are a few tips for how you can reduce waste during the pandemic.

### Reduce PPE waste

- Use machine-washable masks and buy from local producers.
- If your family prefers to use medical-grade disposable masks, consider purchasing a [Zero Waste PPE box](#) and close the loop on PPE waste.

### Reduce household waste

- Buy sanitizer in bulk and transfer it into smaller reusable hand-held containers for on the go. This will help reduce the number of bottles used.
- Clean green and use reusable rags versus paper towel.
- Opt for bottles of cleaner instead of single-use disinfectant wipes.
- Choose [sustainable household products](#) that come in recyclable packaging.
- Getting stir-crazy at home? Why not tackle some fun [DIY projects](#) and upcycle something that was destined for landfill.



# REDUCING PERSONAL WASTE

## HOW TO REDUCE WASTE DURING THE HOLIDAYS

The holidays are a wonderful time of year to celebrate traditions with family and friends, but it's also a time when we generate a lot of waste. We throw away 25% more between Thanksgiving and New Years. This year, try to reduce holiday waste with a few of these simple tips.

### Green your giving

- Consider homemade gifts and don't be afraid to regift.
- Gift an experience or make a charitable donation.
- Check out the [Green Giving Guide](#) for more ideas.

### Wrap with fabric

- Furoshiki, a Japanese wrapping cloth technique, has become a popular and eco-friendly way to wrap gifts.
- You'll need a two-sided square cloth and some basic folding skills (see [right](#)). Look for forgotten items in your closet, an old scarf you no longer use, or gift the wrapping as well by using a tea towel.

### Wrap with recyclable paper

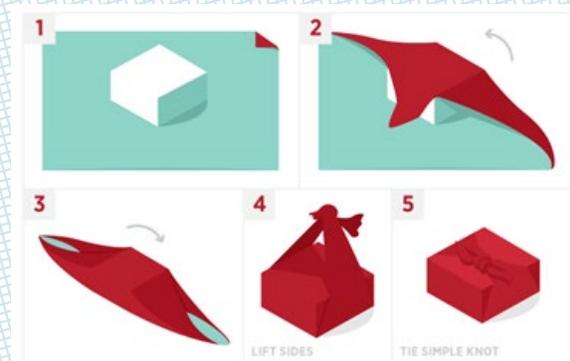
- Choose a kraft paper or paper made from recycled materials. Anything that is high-gloss or covered in glitter can't be recycled.
- By choosing a brown kraft paper you can dress it up with natural elements like dried plants & twine.

### Wrap with a reusable bag

- Give an extra gift and pack items in a reusable shopping bag or tote that your loved one can reuse over and over.
- If you want to get really creative, turn a pillowcase or t-shirt into a bag with this [DIY Pillowcase Tote Tutorial](#).

### Decorate with natural elements

- Choose a real tree and incorporate natural decorations like poinsetta plants, popcorn and cranberry garlands.
- Dispose of your natural tree properly and visit [Toronto.ca](#) for the City's specific collection days in January.



# REDUCING PERSONAL WASTE

## HOW TO REDUCE EVERYDAY WASTE

When added up over time, small everyday habits can have a huge impact on your carbon footprint. Take time to reflect on how you can make more environmentally-friendly choices with some of the following suggestions.

### Improve recycling at home

- Stay informed with your local waste policies and what goes where.
- If you live in Toronto, use the [TOWaste App](#).
- If you live outside of Toronto, [visit your municipality's website or contact them](#) for more details about recycling in your area.
- Choose products with recyclable packaging. For example, a clear glass or plastic container can be easily cleaned and recycled, but plastic film must be sent to landfill.

### Choose eco-friendly personal care products

- Swap plastic toothbrushes for bamboo
- Consider a toothpaste with a recyclable tube
- Choose shampoo and conditioner bars

### Reduce food waste

- Plan ahead, prep and store food properly, make the most of leftovers, and incorporate more plant-based meals.
- Reference the [Tips for Reducing Food Waste at Home Toolkit](#) for helpful resources.

### Compost

- Help minimize methane emissions from landfills and lower your carbon footprint by composting at home.
- Whether that's a countertop bin or a compost pile outside, every bit counts.

### Replace pre-made snacks with home-made treats

- To reduce excess packaging waste, try making some of these [Zero Waste Snacks](#).

### Shop Sustainably

- Pack reusable grocery & produce bags
- Consider [at-home refill stations](#)
- Shop seasonally and locally
- Choose imperfect produce that's on sale



For more information about green initiatives at RBC Centre, contact [rbccsimcoe.events@cadillacfairview.com](mailto:rbccsimcoe.events@cadillacfairview.com).