



Environment Accounts and Statistics Division

Waste Management Industry Survey: Government Sector, 2004

Confidential when completed

Collected under authority of *Statistics Act*, Revised Statutes of Canada, 1985, Chapter S19.

Français au verso

Correct as required

Name of government, agency, commission or other waste management organization

C/O

Address

City

Province/Territory

Postal Code

Statistics Canada only



Please read before completing

PURPOSE OF SURVEY

This survey collects information that will help Canadians understand the contributions made by the waste management industry to Canada's economy and environment. The results will assist businesses in the industry as well as public policy makers to make sound decisions based on data that apply specifically to the waste management industry. Statistics Canada is also conducting a survey of business sector waste management for 2004. Together these surveys will provide a comprehensive picture of waste management in Canada.

AUTHORITY

This survey is conducted under the authority of the *Statistics Act*, Revised Statutes of Canada, 1985, Chapter S19. **COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THE STATISTICS ACT.**

INQUIRIES

If you require assistance in completing this questionnaire or if you have any questions or comments regarding this survey, please contact:

**Operations and Integration Division
Statistics Canada**

Ottawa, Ontario K1A 0T6

Telephone (toll-free): **1-888-659-8157**

Fax: **1-800-755-5514**

Email: **enviro.oid.localgovt@statcan.ca**

In all correspondence concerning this questionnaire, please quote the identification number that appears on the address label.

HOW TO COMPLETE THIS QUESTIONNAIRE

Use a black or blue pen

Fill in a circle OR Enter a number in a box

OR Print in a box

CONFIDENTIALITY

Statistics Canada is **prohibited by law** from publishing any statistics which would divulge information obtained from this survey that relates to any identifiable respondent, without their previous written consent. The data reported will be treated in strict confidence and used for statistical purposes only. The confidentiality provisions of the *Statistics Act* are not affected by either the *Access to Information Act* or any other legislation.

IMPORTANT: Please refer to the Guide before answering. If your response for an item is zero, please write "0" in the corresponding box rather than leaving the cell blank. Where a response in dollars is requested, please answer in Canadian Dollars.

Please return this questionnaire within 30 days of receipt

If you are unable to do so, kindly inform Operations and Integration Division of the expected completion date.

Statistics Canada use only

Rec.			Ed.			Kyd.			Bat			Coll.	FSC
Y	M	D	Y	M	D	Y	M	D					

4-2300-5: 2004-05-27 STC/NAD-291-04478

GENERAL INSTRUCTIONS

Please read before completing

This survey is intended for the jurisdiction responsible for the operation of a waste management programme.

The term "jurisdiction" is used to represent any government, government agency, or waste management board or commission.

If your jurisdiction is an association of municipalities, an upper tier or a special organization with a mandate to manage waste for a number of lower-tier governments then please respond for the municipalities under your jurisdiction. All references in the questionnaire to your jurisdiction should be interpreted as all municipalities under your jurisdiction. Please provide a list of member municipalities.

If you represent a lower-tier government and you do not maintain statistics on any of the functions covered by this questionnaire, please return this form and indicate in the Comments Section who we may contact to obtain this information.

If your jurisdiction can only report some of the data required, please report the information that you can and indicate in the Comments Section who we might contact to obtain the missing information.

There are 7 sections to this survey. Please answer all sections of this survey unless we advise you to do otherwise.

If your municipality does not collect data in metric tonnes please indicate the measurement (truck loads; pounds, etc) you are using in the spaces provided.

Information only

AUTHORIZATION TO RELEASE DATA

The provincial and territorial governments have requested access to the individual records of their respective provincial and territorial respondents to this survey. This request is being made in an effort to reduce the burden of response imposed on you, the municipal respondent, by this survey and other provincial and territorial surveys of waste management activities.

I hereby give permission to the Chief Statistician of Canada to authorize the release to the government department or ministry responsible for the collection of waste management statistics in my province or territory, of all information relating to this organization that has been provided to Statistics Canada through the *Waste Management Industry Survey: Government Sector, 2004*.

Name (type or print)	Date <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td style="width: 20%;">Year</td> <td style="width: 20%;">Month</td> <td style="width: 20%;">Day</td> </tr> </table>	Year	Month	Day
Year	Month	Day		
Signature	Title			
Municipality/organization	Address			

SECTION 1

Who are you responding for?

1.1 List all municipalities, cities, villages, towns and townships in your jurisdiction for which you are responding. For each municipality listed please indicate by filling in the appropriate circle, what sections you are completing, as well as the services provided by that municipality.

City / Municipality	Financial and employment (Section 6)	Disposal facilities (Section 4)	Other sections	Services provided by municipality				
				Collection	Disposal	Diversion	Waste management planning / administration	
<i>(Please indicate by filling in the circle)</i>								
Your Jurisdiction	101	102	103	104	105	106	107	108
Municipality # 1	109	110	111	112	113	114	115	116
Municipality # 2	117	118	119	120	121	122	123	124
Municipality # 3	125	126	127	128	129	130	131	132
Municipality # 4	133	134	135	136	137	138	139	140
Municipality # 5	141	142	143	144	145	146	147	148
Municipality # 6	149	150	151	152	153	154	155	156
Municipality # 7	157	158	159	160	161	162	163	164
Municipality # 8	165	166	167	168	169	170	171	172
Municipality # 9	173	174	175	176	177	178	179	180

Reporting period

1.2 Financial information should be reported for this jurisdiction's most recent fiscal year that ended at any time between April 1, 2004 and March 31, 2005.

181 Year Month Day

182 Year Month Day

Specify fiscal year Start:

End:

SECTION 2

Collection and preparation of waste and recyclables (including compostables and composting)

2.1 Did this jurisdiction administer a programme to collect waste for disposal in 2004?

201

Yes ➤ Go to Question 2.2

No ➤ Go to Question 2.4

2.2 If yes, who collected the waste? (Fill in all that apply.)

This jurisdiction's employees

Contractor(s) hired by this jurisdiction

(Please specify name(s) of contractor(s))

205

206

203

204

2.3 Indicate the sources of the waste collected by or on behalf of this jurisdiction.

Residential

Non-residential (IC&I)

Construction and Demolition

Percentage % (Please see Guide for information)	
207	
208	
209	
Total should equal	100%

2.4 Did this jurisdiction administer a programme to collect materials for recycling in 2004?

211

Yes ➤ Go to Question 2.5

No ➤ Go to Question 2.7

2.5 If yes, who collected the materials? (Fill in all that apply.)

This jurisdiction's employees

Contractor(s) hired by this jurisdiction

(Please specify name(s) of contractor(s))

215

216

213

214

SECTION 2 - Concluded

Collection and preparation of waste and recyclables (including compostables and composting)

2.6 Indicate the sources of the recyclable materials collected by or on behalf of this jurisdiction.

	Percentage % <i>(Please see Guide for information)</i>
Residential	217
Non-residential (IC&I)	218
Construction and Demolition	219
Total should equal	100%

2.7 Did this jurisdiction administer a programme to collect materials for composting in 2004?

246

Yes ➤ Go to Question 2.8

No ➤ Go to Section 3

2.8 If yes, who collected the materials? *(Fill in all that apply.)*

This jurisdiction's employees	247
Contractor(s) hired by this jurisdiction	248
<i>(Please specify name(s) of contractor(s))</i>	
249	
250	

2.9 Indicate the sources of the compostable materials collected by or on behalf of this jurisdiction.

	Percentage % <i>(Please see Guide for information)</i>
Residential	254
Non-residential (IC&I)	255
Construction and Demolition	256
Total should equal	100%

SECTION 3

Waste Diversion

3.1 In 2004, did your jurisdiction own and/or operate a central composting facility?

327

Yes ➤ Please complete the following.

No ➤ Go to Question 3.3

367

If you are not reporting quantities in tonnes, please specify the unit of measure used.

Name and operator of facility	Year opened	Quantity of materials entering the facility (tonnes)	Sources of materials (percentage) % <i>(Please see Guide for information)</i>				Material disposal as processing residue Percentage %
			Residential Percentage %	Non-residential (IC&I) Percentage %	Construction and demolition Percentage %	Totals should equal 100% %	
329	331	332	368	369	370	100%	371
336	338	339	372	373	374	100%	375
343	345	346	376	377	378	100%	379
Total		364					

3.2 What best describes the type of process used at your composting facility(ies)? *(Fill in all that apply)*

380

Open windrow

381

Enclosed channel

382

In-vessel

383

Anaerobic

SECTION 3 - Continued

Waste diversion

3.3 If your jurisdiction has participated in a backyard composting programme, how many backyard composters have been directly distributed by your jurisdiction or through a third party (e.g. a retail outlet) since the start of the programme?

384

3.4 In 2004, did your jurisdiction operate a facility (municipally or privately owned) that prepared materials for recycling? (e.g. material recycling facility (MRF))

385

Yes ➤ Go to Question 3.5

No ➤ Go to Question 3.6

3.5 If yes, please complete the following.

Name and operator of facility		Sources of materials (percentage) % (Please see Guide for information)				Material disposed as processing residue Percentage %
		Residential Percentage %	Non-residential (IC&I) Percentage %	Construction and demolition Percentage %	Totals should equal 100% %	
Facility #1	223	226	227	228	100%	386
Facility #2	230	233	234	235	100%	387
Facility #3	237	240	241	242	100%	388

Please list additional facilities in the Comments Section (Section 7).

SECTION 3 - Concluded

Waste diversion

3.6 If your jurisdiction administered a programme to collect recyclable materials in 2004

AND/OR

if there was a municipally or privately operated Material Recovery Facility (MRF) in your jurisdiction, or if recyclable material was sorted on site (at a disposal facility or transfer station) please indicate the quantities of materials collected (in the left hand column) and/or prepared or processed at the facility (in the right hand column) in 2004.

Please exclude compostable materials reported in Question 3.1.

389

If you are not reporting quantities in tonnes, please specify the unit of measure used.

Type of material	Quantity collected and delivered to recycling facility (tonnes)	Quantity prepared or processed at the facility (tonnes)
	301	314
Newsprint, phone books, magazines		
	302	315
Corrugated cardboard and boxboard		
	303	316
Mixed paper fibre		
	304	317
Glass		
	305	318
Ferrous metals		
	390	394
Copper and Aluminum		
	309	322
Mixed metals		
	391	395
White goods		
	392	396
Electronics		
	310	323
Plastics		
	393	397
Tires		
	311	324
Construction and demolition waste		
	312	325
Other (Please specify) : ³⁶⁶		
	313	326
Totals		

SECTION 4

Disposal facilities : quantities and types of waste

4.1 Did your jurisdiction own or operate a disposal facility for non-hazardous waste in 2004?

401

Yes ➤ Go to Question 4.2

No ➤ Go to Question 4.8

4.2 For each disposal facility that you operated in the province/territory in 2004, indicate the name, type of facility and the sources and amount of waste disposed in the facility as measured by weigh scales or by providing your best estimate. (Please see Guide for information and definitions)

477

If you are not reporting quantities in tonnes, please specify the unit of measure used.

Name of disposal facility	Operator of facility if not self	Please indicate type of facility as Landfill (LF), or Incinerator (IN) (fill in one only)	Approximate percentage of waste disposed in facility, by source %			Weigh scale present? (If yes fill in circle)	Quantity of waste disposed in the facility in 2004 (tonnes)
			Residential	Non-residential (C&I)	Construction and demolition		
403	404	405	407	408	409	410	411
412	413	414	416	417	418	419	420
421	422	423	425	426	427	428	429
430	431	432	434	435	436	437	438
439	440	441	443	444	445	446	447
448	449	450	452	453	454	455	456
457	458	459	461	462	463	464	465
466	467	468	470	471	472	473	474
Total waste disposed in facilities							475

SECTION 4 - Concluded

Disposal facilities : quantities and types of waste

4.3 Did your landfill(s) receive bottom ash from solid waste or sewage sludge incineration?

573

Yes ➤

575

Quantity (tonnes)

No ➤ Go to Question 4.4

4.4 Did your landfill(s) receive contaminated soil?

576

Yes ➤

578

Quantity (tonnes)

No ➤ Go to Question 4.5

If "Yes", was this amount included in your response to question 4.2 ?

579

Yes

No

4.5 Did you collect and/or combust landfill gas (e.g. methane) at a landfill owned or operated by your jurisdiction?

476

Yes ➤ Go to Question 4.6

No ➤ Go to Question 4.8

4.6 Report this jurisdiction's 2004 capital expenditures on landfill gas recovery and utilisation equipment (Please see Guide for a description of such equipment). Include new (non-amortized) and used assets purchased in Canada and all imported assets (new and used).

998

\$

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4.7 Report any 2004 gross revenues that this jurisdiction realised from the sale of methane or energy derived from recovered landfill gas.

999

\$

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Household hazardous waste

4.8 Did your jurisdiction operate a programme for household hazardous waste (HHW) in 2004?

478

Yes ➤ Go to Question 4.9

No ➤ Go to Section 5

4.9 If yes, please complete the following.

479

If you are not reporting quantities in tonnes, please specify the unit of measure used. _____

Quantity of HHW material <u>collected</u> (tonnes)	Percentage of HHW material <u>recycled</u> (Percentage %)	Percentage of HHW material <u>disposed</u> (Percentage %)
480	481	482

SECTION 5

Exports and imports

5.1 Did your jurisdiction transport non-hazardous waste for disposal or materials for recycling and/or composting to another province/territory or country in 2004? Include direct shipments and shipments from transfer stations. Please do not include processed materials transported to a final market.

601

Yes ➤ Go to Question 5.2

No ➤ Go to Question 5.4

5.2 Fill in all that apply and indicate quantities transported.

655

If you are not reporting quantities in tonnes, please specify the unit of measure used.

	(If yes, fill in circle)	Quantity of waste for disposal (tonnes)	Quantity of materials for recycling and/or composting (tonnes)
Transported to a facility in another province/territory	606 <input type="checkbox"/>	607	608
Transported to a facility in another country	609 <input type="checkbox"/>	610	611
Total waste and recyclable materials exported		612	613

5.3 Please identify the names and locations of all facilities (outside of the province/territory that you are reporting for) to which the (above) waste for disposal, or materials for recycling and/or composting were taken.

Waste (Fill in circle)	Name of Facility	Owner	Address
614	615	616	617
618	619	620	621
622	623	624	625

Recycling and/or composting (Fill in circle)	Name of Facility	Owner	Address
630	631	632	633
634	635	636	637
638	639	640	641

SECTION 5 - Concluded

Exports and imports

5.4 Was waste from outside your jurisdiction disposed in your jurisdiction's disposal facilities in 2004?

646

Yes ➤ Go to Question 5.5

No ➤ Go to Section 6

5.5 Fill in all that apply and indicate quantities disposed.

	(If yes, fill in circle)	Quantity of waste imported (tonnes)
Waste from other provinces/territories disposed in your facility	650	651
Waste from other countries disposed in your facility	652	653
Total waste imported		654

For information

SECTION 6

Financial and employment information

6.1 Gross Revenues. Indicate total gross revenues from waste management services (to the nearest dollar) received in 2004 which were not funded by tax revenues. Do not net out expenditures.

Total revenues \$ 708

6.2 Current Expenditures. Include all current and administrative gross expenditures in 2004 related to waste management (to the nearest dollar). Do not net out revenues.

	Dollars \$
Collection of all waste, recyclables and compostable materials <i>(include Christmas trees, bulky waste and special waste)</i>	712
Disposal fees paid to waste disposal facilities	716
Operation of transfer stations	750
Operation of disposal facilities	720
Operation of recycling facilities	724
Operation of composting facilities	728
Other <i>(Please specify)</i> 746	732
<i>Total current expenditures</i>	736

6.3 Capital Expenditures. Indicate total capital expenditures for 2004. Include any new (non-amortized) capital expenditures, new assets purchased in Canada and all imported assets (new and used).

Total capital expenditures \$ 742


6.4 Employment. Report the usual number of full-time (30 or more hours per week) and part-time (less than 30 hours per week) employees working in the waste management activities of your jurisdiction in 2004 (do not include contract employees or contractor's employees).

	Number of employees	
	Full-time	Part-time
<i>Total employees</i>	744	745

SECTION 7

Certification

7.1 I certify that the information contained in this report is correct and complete to the best of my knowledge.

Signature 	Date <table border="1"><tr><td>Year</td><td>Month</td><td>Day</td></tr></table>	Year	Month	Day
Year	Month	Day		
Name of person completing this report	Telephone			
Title of person completing this report	Fax			
Web site address	Email address			

7.2 Approximately how long did it take to collect the data and complete this survey?

Hours
901

7.3 In the future, would you prefer to receive this survey in an electronic format?

902 Yes No

Comments

Please provide any comments you may have about this survey (e.g., length, ease of completion, suggestions for future questions, suggestions about the format). Also, please use this space if you wish to provide additional information about your waste management activities. Any other information regarding your jurisdiction's waste management activities (e.g. Annual Report) that you feel would be helpful is welcomed and appreciated.

If you have any questions, please contact:
Operations and Integration Division, JT-2-C4,
Statistics Canada, Ottawa, Ontario, K1A 0T6
Telephone (toll free) 1-888-659-8157
Fax: 1-800-755-5514
Email: enviro.oid.localgovt@statcan.ca

Please return this
questionnaire in the
envelope provided

THANK YOU FOR YOUR PARTICIPATION IN THIS SURVEY!