



Useful information for the person in charge of maintenance

Managing bins, containers and bulky items

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Encourage occupants to sort properly

- + Make sure that all bins and/or **containers** (compost, recovery, garbage) are accessible in the same place.
- + Check out the toolkit online (signs, checklists) at gatineau.ca/multi.
- + We can help: training for occupants (online or in person) and distribution of small kitchen bins. Questions? Write us at pgmr@gatineau.ca.

2

Tips for outdoor brown bins

Odours and maggots

- + Store brown bins in the shade.
- + Make sure they are emptied every week. If missed, call 311.
- + Use large compostable bags to keep your bins clean.
- + Encourage occupants to use compostable bags.



Winter

- + Place newsprint or cardboard on the bottom of the bin to prevent contents from sticking to the bottom.
- + Be sure to clear away the snow around your bin so it is accessible to occupants and collectors.

Small animals

- + Spread menthol cream around the lid.
- + Sprinkle Cayenne pepper in the bin.



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Additional garbage collections

One-time

- + Submit a request online through gatineau.ca/multi.
- + There is a fee.

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Bulky items collection

- + Bulky items are things like furniture and household appliances. They must not be placed in the garbage containers because many of their components can be recycled.
- + You must register to have bulky items collected. Apply online for free collection through the **DTRITUS** app or through **gatineau.ca/dtritus**.
 - 18 collections annually.
 - Maximum of 12 bulky items per collection.
 - For buildings with containers, bulky items must be placed next to the garbage containers for collection. If you have bins on wheels for garbage, your bulky items must be placed curbside for collection.



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If applicable

Special collections for green residues

- + These special collections take place in the fall and spring.
- + Collections are curbside (not from the yard).
- + The limit is 20 bags (paper only) per building per collection.
- + For the conditions related to this collection, go to **gatineau.ca/yardwaste**.

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Report an issue

Call 311 or submit a request to **gatineau.ca/311**:

- + missed collection (make sure your containers were accessible on the day in question).
- + broken compost or recoverables bin or container.
- + ordering additional compost or recoverables bins or containers.



BEST PRACTICES

This list serves as a checklist for the things you need to do to ensure proper management of residual materials

Learn more:

- ☐ Consult the toolkit at gatineau.ca/multi (signs, email templates, fact sheets, stickers). Tools can be downloaded in printable format or ordered and mailed already printed.
- ☐ Post signs in key locations (e.g. garbage room, lobby).

Check bins and containers:

- ☐ Recovery and compost next to the garbage bins/containers (all in the same place).
- ☐ In good condition (if broken, call 311 or go to gatineau.ca/311).
- ☐ Not overflowing (to order more, call 311 or go to gatineau.ca/311).
- ☐ Easily accessible (no obstacles in the way).
- ☐ Clear identification on each one (garbage/compost/recovery and accepted materials).

Welcoming new occupants:

- ☐ Explain the requirement to sort.
- ☐ Ask the person whether they already sort and whether they know which materials go in which bin.
- ☐ Show them where the bins and containers are, being sure to point out what each one is for.
- ☐ Let them know who is responsible for the building and that any issue related to the bins or containers must be reported to that person to ensure rapid intervention.
- ☐ Explain the procedure for disposing of a bulky item (register through DTRITUS, being sure to indicate the pick-up location).

Undertaking by the new occupant:

- ☐ Have them sign the agreement to sort materials or include this in the lease.
- ☐ Mention that the small kitchen bin is the building's property (include in the lease).

Follow-up and reminders:

- ☐ Notify (email and sign) occupants of contaminants or improper sorting (e.g.: cardboard boxes and table scraps discarded with garbage).
- ☐ Seasonal reminders: bulky items collection with registration through DTRITUS.

Move:

- ☐ Return the small kitchen bin and unit keys.

