



Office of the
Saskatchewan Information
and Privacy Commissioner

INVESTIGATION REPORT 241-2025

Rural Municipality of Garden River No. 490

June 15, 2026

Summary:

The Complainant alleged that an employee of the Rural Municipality of Garden River No. 490 (RM) used their personal cellphone to record and store the Complainant's personal information. The Complainant contacted the RM and was dissatisfied with the response. The Complainant asked the Office of the Saskatchewan Information and Privacy Commissioner (OIPC) to investigate the alleged privacy breach.

The Commissioner found that personal information was involved, and authority existed for the collection of personal information in the course of RM business pursuant to section 24 (purpose of information) of *The Local Authority Freedom of Information and Protection of Privacy Act (LA FOIP)*.

However, instead of recording the personal information onto the job sheets provided by the RM, the RM employee used a personal cellphone. The use of an employee's personal cellphone is problematic because the RM has no authority or ability to access that cellphone without the employee's cooperation. The Commissioner found that privacy breach has occurred, the root cause of which was a lack of appropriate safeguards. The transfer operator used their personal cellphone to collect the Complainant's personal information for RM business, in a manner not authorized by *LA FOIP* such that a privacy breach occurred because the integrity of the Complainant's personal information was not protected as it should have been pursuant to section 23.1 of *LA FOIP*.

The Commissioner also found that

- (1) the RM took some steps to ensure the personal information was deleted from the transfer station operator's personal cellphone; however, the RM should have ensured that the Complainant's personal information was no longer stored on the personal device cloud storage or in backup folders.

- (2) The RM did not have appropriate safeguards in place including policies and procedures for the use of personal devices for RM business, to help it meet its duty to protect personal information pursuant to section 23.1 of *LA FOIP*.

The Commissioner recommended that the RM develop a comprehensive privacy policy for employees, councilors and other RM personnel with respect to personal cellphone use to ensure the RM meets the duty under section 23.1 of *LA FOIP* to protect personal information going forward.

I BACKGROUND

- [1] On September 27, 2025, the Complainant emailed the Rural Municipality of Garden River No. 490 (RM):

this morning your landfill attendant appeared to be recording my location details on a cell phone rather than the physical clipboard provided. Pls confirm my personal details are not on a personal cell phone?

- [2] On October 7, 2025, the RM responded to the Complainant:

I spoke with the transfer station operator, who mentioned [they] intended to take notes on [their] phone and rewrite on the sheets later. [They were] advised that this was not the correct procedure and instructed not to do it again. All RM information has been deleted from [their] phone.¹

- [3] On October 8, 2025, the Complainant responded to the RM inquiring: “as this is a privacy breach how is the RM handling this per the Privacy Act?” The RM responded: “the operator has been spoken with, and this will not happen again. As for how the RM is going to handle this situation, it will be discussed at the next council meeting.”

- [4] On October 8, 2025, the Complainant emailed the Office of the Saskatchewan Information and Privacy Commissioner (OIPC) an *Alleged Breach of Privacy Reporting Form: For Affected Individuals/Complainants* complaint form.²

¹ The use of square brackets are amendments by OIPC to preserve the identity of individuals.

² *Alleged Breach of Privacy Reporting Form: For Affected Individuals/Complainants*, OIPC: <https://oipc.sk.ca/assets/alleged-breach-of-privacy-reporting-form-for-affected-individuals.pdf>.

[5] On February 4, 2026, OIPC notified the RM and the Complainant that an investigation would commence into the alleged inappropriate collection of the Complainant's personal information. Both the RM and the Complainant were invited to provide this office with representations by March 6, 2026. OIPC also requested the RM complete the *Privacy Breach Investigation Questionnaire (Questionnaire)*³ by this date.

[6] On March 4, 2026, the RM provided the completed *Questionnaire*. The Complainant did not provide a submission to OIPC.

II DISCUSSION OF THE ISSUES

1. Jurisdiction

[7] The RM qualifies as a "local authority" under section 2(1)(f)(i) of *The Local Authority Freedom of Information and Protection of Privacy Act (LA FOIP)*.⁴ OIPC has jurisdiction to conduct this investigation pursuant to section 32 of *LA FOIP*.

2. Personal Information

[8] This investigation addresses whether or not personal information was involved, and if so, whether the RM employee's use of a personal cellphone to record the Complainant's personal information during the course of employment duties constituted a privacy breach.

[9] A privacy breach includes the unauthorized collection, use or disclosure of individually identifying personal information.⁵ The first step in determining a privacy breach is to

³ *Privacy Breach Investigation Questionnaire*, OIPC: <https://oipc.sk.ca/assets/privacy-breach-investigation-questionnaire.pdf>.

⁴ *The Local Authority Freedom of Information and Protection of Privacy Act*, SS 1990-91, c. L-27.1, as amended.

⁵ OIPC resource [Privacy Breach Guidelines for Government Institutions and Local Authorities](#) at page 3.

identify whether personal information is involved. If so, then the second step is to determine if the personal information was collected, used or disclosed in a way that was not authorized by *LA FOIP*.⁶

[10] The definition of “personal information” is assisted by means of the non-exhaustive list in section 23(1) of *LA FOIP*. Personal information is statutorily defined as information that identifies an individual. A common example is information that includes the name of an individual. Information is “personal in nature” if it provides core biographical detail about an individual.⁷

[11] Clause 2 of the Rural Municipality of Garden River No. 490 *Bylaw No. 03-2020* provides that an employee of the Municipality shall bring domestic waste to the Rural Municipality of Garden River waste transfer site.⁸ The waste transfer site is the place to which all domestic waste is transferred by contracted haulers and individual rate payers. These sites are supervised by RM employees who are termed “transfer station operators”.

[12] Transfer station operators are employed by the RM and monitor the receipt of waste at the waste transfer site. Transfer station operators must record the nature and amount of materials that are brought to the site. In the course of this investigation, the RM provided our office with a copy of the September 27, 2025 *Transfer Station Monthly Report*. The following are the various fields a transfer station operator must note when inspecting and receiving waste at the site:

- Name of Ratepayer [both the first and last name]
- Land Location/Civic Address
- Number of Bags of Refuse Collected off Property
- Amount of Metal Collected off Property

⁶ OIPC [Investigation Report 178-2025](#) at paragraph [10].

⁷ *Ibid*, at paragraph [11].

⁸ Bylaw No. 03-2020 is attached to the end of this Report.

- Amount of Wood Collected off Property
- Amount of Recycling Material Collected off Property
- Number of Tires Collected off Property
- Number of Grain Bags Collected off Property
- Number of Full Bins Per Week

[13] On March 16, 2026 the RM confirmed that they had accepted the transfer station operator's account of the following:

- The transfer station operator recorded the Complainant's information on a personal cellphone but made no other notes and collected no other information other than what was required by their employment duties;
- The transfer station operator then transferred this information from the personal cellphone onto the requisite workplace forms while at home during off hours. The transfer station operator then erased the Complainant's information off the personal cellphone;

[14] The RM concluded that this fact situation did not involve a privacy breach. The RM submitted that the names of ratepayers and their land locations are publicly available from the RM map. This map is publicly available at the RM office for anyone to view or to purchase. The RM map is also publicly available on the RM website and on the iHunter app.

[15] The public availability of snippets of personal information is not determinative of the occurrence of a privacy breach. What is required is a contextual analysis on a case-by-case basis. The information recorded by transfer station operators includes much more than just ratepayer names and land locations. In fact, this case reveals that the Complainant disposed of refuse/recycling on a particular date. This is core biographical information that is personal in nature that describes something of the Complainant's refuse history. As such,

this information qualifies as personal information as defined by the combination of sections 23(1)(e) and (k) of *LA FOIP*.⁹

[16] Sections 23(1), (e) and (k) of *LA FOIP* provide as follows:

23(1) Subject to subsections (1.1) and (2), “**personal information**” means personal information about an identifiable individual that is recorded in any form, and includes:

...

(e) the home or business address, home of business telephone number, fingers prints or blood type of the individual;

...

(k) the name of the individual where:

(i) it appears with other personal information that relates to the individual;

(ii) the disclosure of the name itself would reveal personal information about the individual.

3. Purpose of Collection

[17] Since the information at issue qualifies as personal information, the next stage of the analysis involves an analysis of the RM authority to collect the personal information within the *LA FOIP* legislative scheme. Section 24 of *LA FOIP* provides the following regarding the purpose and manner of the collection of personal information:

⁹ OIPC [Investigation Report 112-2022](#) at paragraphs [8] and [13]: The recording of the name of a Complainant in meeting minutes as having attended a public hearing in a personal capacity reveals something personal in nature about them – that they were at that particular meeting on that date.

OIPC [Review Report 085-2021](#) at paragraph [48] and [Review Report 033-2017](#) at paragraph [29]: Water meter readings reveal something personal in nature about an individual and constitutes personal information.

OIPC [Investigation Report 168-2025](#) at paragraphs [11] and [15]: Obviously, the name of an individual and their physical address qualifies as personal information.

Purpose of information

24 No local authority shall collect personal information unless the information is collected for a purpose that relates to an existing or proposed program or activity of the local authority.

[18] On March 16, 2026, the RM advised that the purpose of collection is to ensure the orderly maintenance of transfer stations. A transfer station is an existing waste program provided by the RM and falls under RM management.¹⁰

[19] The RM possesses valid authority to collect the Complainant’s personal information as part of an existing program or activity of the RM pursuant to section 24 of *LA FOIP*.

4. Safeguards for the Collection of Personal Information

[20] The next consideration is whether the RM had established appropriate safeguards to protect the collection of personal information.¹¹ Section 23.1 of *LA FOIP* provides that local authorities have a duty to protect the personal information in its possession or control and among other things, protect against the loss or ongoing unauthorized use or disclosure of personal information that is supposed to be in its possession or control:

Duty of local authority to protect

23.1 Subject to the regulations, a local authority shall establish policies and procedures to maintain administrative, technical and physical safeguards that:

- (a) protect the integrity, accuracy and confidentiality of the personal information in its possession or under its control;
- (b) protect against any reasonably anticipated:
 - (i) threat or hazard to the security or integrity of the personal information in its possession or under its control;

¹⁰ RM website, *Transfer Station* webpage: <https://rmgardenriver.com/2022/12/15/transfer-station/>.

¹¹ OIPC [Investigation Report 168-2025](#) at paragraph [39] provides that “Safeguards can be administrative (e.g., policies, procedures, confidentiality statements on contracts), technical (e.g., access controls on electronic storage) or physical safeguards (e.g., locked cabinets or bins, locked doors, security cameras).”

(ii) loss of the personal information in its possession or under its control;
or

(iii) unauthorized access to or use, disclosure or modification of the
personal information in its possession or under its control; and

(c) otherwise ensure compliance with this Act by its employees.

[21] In a candid email dated May 22, 2025, the RM confirmed that there were no policies or procedures regarding the use of personal cellphones/devices by employees while on the job.

[22] This office reviewed two existing internal RM documents that greatly assisted in our understanding of the RM transfer station operator position. The first was the *Transfer Station Operations Plan*. This document requires that all information obtained from ratepayers/haulers bringing waste to the station be entered onto a “daily log sheet.” Our review noted that this document is lacking in that it should stipulate that the daily log sheet is the only method of information collection that should be used by employees.

[23] The other document, [*Bylaw No. 03-2020: A Bylaw To Provide For Setting Policies and Procedures For The Waste Transfer Station*](#), could assist in this matter if it included an instruction on how RM employees are to record the personal information of ratepayers.

[24] Since the invention and adoption of personal cellphones in the last few years, we have observed that while such devices streamline and assist in the timeliness of employee functions, they also pose a serious risk to the privacy and security of personal information. It is widely held that the use of personal cellphones by employees in the course of official business is a very risky and dangerous course of action. Records are easily lost, and security features may be lax resulting in unwarranted dissemination of personal information.¹²

[25] We commend the RM for taking steps to ensure the Complainant’s personal information no longer existed on the transfer operator’s cellphone. The transfer station operator

¹² Northwest Territories Information and Privacy Commissioner [Review Report on OIPC File 25-036-4](#) at paragraph [36]. See also OIPC [Investigation Report 269-2016](#).

confirmed the deletion of the information on the same day it was recorded and confirmed that the information had not been shared with another party. However, the RM should have ensured that the Complainant's personal information was no longer stored on the personal device cloud storage or in backup folders.¹³

[26] There is no evidence in this case of the inappropriate disclosure of personal information, but the method of collection was suspect because of the use of the employee's personal cellphone. Still, the RM should have safeguards in place to ensure the personal information is sufficiently safeguarded as required by *LA FOIP*.

[27] We conclude that a privacy breach has occurred, the root cause of which was a lack of appropriate safeguards.

[28] The RM stated it does not support the practice of using a personal device to conduct RM business and advised the transfer operator that they cannot use their personal device in the same manner again. This office agrees that this is the best practice option and commends the RM for its position on this.

[29] Full compliance with section 23.1 of *LA FOIP*, requires the development of a comprehensive privacy policy for employees, councilors and other RM personnel with

¹³ In Office of the Information and Privacy Commissioner of Ontario [PHIPA Decision 333](#) at paragraphs [25] to [29], a registered practical nurse (RPN) accessed files on the hospital's intranet containing personal health information and downloaded a file to their personal device. The hospital did not initially ask the RPN to provide their personal device for the hospital to examine, as they denied that the device contained the files in question. In a subsequent meeting, the RPN denied downloading the files, speculating that they may have automatically downloaded when they opened the file, and refused to confirm they had deleted the files, as they continued to deny they downloaded them. The hospital's IT department could not replicate a situation where files downloaded automatically. The hospital requested the RPN provide the hospital with their personal device and the RPN refused. The adjudicator stated that "the hospital should have taken steps to contain the breach by asking for RPN#1's personal device before it investigated whether she downloaded the files intentionally or accidentally. I acknowledge she may have refused to provide it at that time, just as she refused later." It was found that the hospital failed to contain the breach as the RPN refused to either confirm they deleted the file on their personal device or provide evidence it was deleted.

respect to the use of personal cellphone use in the course of employment duties.¹⁴ Such a policy should include a definition and examples of the type of information that qualifies as personal information under *LA FOIP*, guidance on the collection, use and disclosure of personal information that is in the possession or control of the RM, and steps to take when a privacy breach occurs.¹⁵

III FINDINGS

[30] OIPC has jurisdiction to conduct this investigation pursuant to section 32 of *LA FOIP*.

[31] The information at issue qualifies as personal information pursuant to section 23(1)(e) and (k) of *LA FOIP*.

[32] The RM had authority to collect the Complainant's personal information pursuant to section 24 of *LA FOIP*.

[33] A privacy breach has occurred, the root cause of which was a lack of appropriate safeguards. The transfer operator used their personal cellphone to collect the Complainant's personal information for RM business, in a manner not authorized by *LA FOIP* such that a privacy breach occurred because the integrity of the Complainant's personal information was not protected as it should have been pursuant to section 23.1 of *LA FOIP*.

¹⁴ Should a decision be made to authorize the use of personal devices for RM business, OIPC resource [Helpful Tips: Mobile Device Security](#) provides organizations with general guidance on how to protect personal information when using mobile devices. Page 5 of this resource lists elements that should be included in a Bring Your Own Device (BYOD) Program policy. BYOD is an arrangement whereby any organization authorizes its employees to use personal mobile devices for both personal and business purposes.

¹⁵ OIPC welcomes requests to review programs, policies or procedures, privacy impact assessments, educational material, and more, ideally before being implemented. To receive feedback, a [consultation form](#) must be completed. OIPC provides guidance, but cannot design, approve, or endorse any program or initiative. Neither does OIPC provide legal advice.

- [34] The RM took some steps to ensure the personal information was deleted from the transfer station operator's personal cellphone; however, the RM should have ensured that the Complainant's personal information was no longer stored on the personal device cloud storage or in backup folders.
- [35] The RM did not have appropriate safeguards in place including policies and procedures for the use of personal devices for RM business, to help it meet its duty to protect personal information pursuant to section 23.1 of *LA FOIP*.

IV RECOMMENDATION

- [36] I recommend that the RM develop a comprehensive privacy policy for employees, councilors and other RM personnel with respect to the use of personal cellphone use in the course of employment duties to ensure the RM meets the duty to protect under section 23.1 of *LA FOIP*. Such a policy should include a definition and examples of the type of information that qualifies as personal information under *LA FOIP*, guidance on the collection, use and disclosure of personal information that is in the possession or control of the RM and steps to take when a privacy breach occurs.

Dated at Regina, in the Province of Saskatchewan, this 15th day of June, 2026.

Grace Hession David
Saskatchewan Information and Privacy Commissioner

BYLAW NO. 03-2020

RURAL MUNICIPALITY OF GARDEN RIVER NO. 490

A BYLAW TO PROVIDE FOR SETTING POLICIES AND PROCEDURES FOR THE WASTE TRANSFER STATION

The council of The Rural Municipality of Garden River No. 490 in the Province of Saskatchewan enacts as follows:

1. In this Bylaw the following definitions shall apply:
 - a) "Clerk" means the clerk/administrator of The Municipality;
 - b) "Council" means the council of the aforementioned Municipalities;
 - c) "Domestic Waste" means putrid animal mineral and vegetable waste resulting from the handling, preparation, cooking and consumption of food;
 - d) "Liquid Domestic Waste" means any waste which contains animal mineral or vegetable matter in solution or suspension;
 - e) "Refuse" means all the waste including domestic waste rubbish, street cleaning and yard clippings but does not include liquid domestic waste;
 - f) "Bulk Refuse" means wood, trees, shrubs, stumps, branches;
 - g) "Designated Areas" means separate sites within the waste disposal site, set aside for the disposal of particular wastes i.e.: domestic wastes and rubbish, wood and/or bulk refuse, and metal;
 - h) "Municipality" means the Rural Municipality of Garden River No. 490;
 - i) "Public Highway" means a road allowance or a road, street or lane, vested in her majesty or set aside for such purpose and includes the entry road to the transfer station, a bridge, a culvert, drain or other public improvement erected upon or in the connection with such public highway;
 - j) "Scavenger" are persons authorized by council to collect domestic waste for removal to the transfer station;
 - k) "Whites" means large metallic objects such as major appliances, water heaters, stoves, furnaces, washers, dryers, refrigerators, deep freezers, dish washers, bed springs, fencing, gates, etc.
 - l) "Transfer Station" means the municipal transfer station located at NE 29 50 24 W2.
 - m) "Owner" means the Rural Municipality. of Garden River No. 490;
 - n) "Resident" mean residents of The Rural Municipality of Garden River No. 490;
 - o) "Agreement Holder" means The Rural Municipality of Garden River No. 490;
 - p) "Landowner" means a person or persons owning land in a municipality within this agreement but are not a resident;
 - q) "Tenant" means a person or persons that rent or lease property in a Municipality within this agreement but are not a resident;
2. Domestic wastes shall be brought to The Rural Municipality of Garden River Transfer site by:
 - a) An Employee of the Municipality; or
 - b) Any person who has a contract with council for that purpose; or
 - c) Approved Municipal Haulers with up to date agreements with the Council;
 - d) Ratepayers of the Rural Municipality of Garden River No. 490 in which they must reside.
3. The proprietor or manager of garages or filling stations shall keep their premises free from accumulation of junk, trade litter, cans, old tires or refuse by keeping same in a rack or truck or other containers until disposed of.

4. The proprietor or manager of every tin shop, plumbing and heating shop, garage, vehicle repair shop or any similar establishment shall keep their premises free from any accumulation of scrap metal or old useless equipment; such wastes shall be stored in a covered shed or container until disposed of.
5. The proprietor or manager of all cafes, restaurants and similar eating establishments shall use only approved covered garbage containers or otherwise approved by council, for the storage of table and kitchen wastes.
6. Hazardous wastes of any kind: pesticides, chemicals which are radioactive, reactive, toxic ignitable, corrosive, pathological, acidic, etc., or any waste which is otherwise listed as a hazardous or toxic substance; any liquid paint and solvents; used oil, liquid wastes and sludge's generally; acid-filled automotive batteries; propane tanks; refrigeration and air – conditioning equipment; rubber tires; and any wood products treated with creosote (telephone poles, wooden pilings, railroad ties, etc.) shall not be accepted at the transfer station. Set out in Appendix "A" and attached to this bylaw.
7.
 - a) All removal of brush and bulk refuse shall be the responsibility of the landowner for the disposal at the transfer station;
 - b) Brush piles shall not be permitted to accumulate for any longer than one month at a time.
8. No person shall remove disturb or take away any material, object or thing from the transfer site without written permission of council. The Municipality shall own and have the sole right to dispose of all refuse collected and delivered to the transfer site;
9. No person shall operate any vehicle transporting domestic waste, refuse, or rubbish over any public highway unless the load is completely enclosed or covered with a tarpaulin or secured in such a manner that it shall be impossible for any part of the load of the said vehicle to escape.
10. Refuse such as paper, or paper boxes must be placed in designated container marked as recycling at the transfer station. Including in Appendix "B" are the accepted items that can but put into the recycle bins.
12. All domestic waste, refuse, trees, bulk refuse, and whites shall be deposited the designated areas of the transfer station; unpainted, untreated raw lumber only to be deposited in the burning pit.
13. The transfer station will be open only on specific days as set out in Appendix "C". Days and/or hours of operation may be changed by the resolution of Council of The Rural Municipality of Garden river No.490 and attached to this bylaw.
14. Container for reception of garbage shall be kept in the bins supplied by the Municipality.
15. The operator of the transfer site shall keep a daily register of all persons using the site.
16. All expenses shall be those of the owner and will be offset by any revenue from scavenging and agreement fees.
17. Signs shall be erected stating the rules of the operation and to mark the designated areas.
18. No person shall deface, destroy, or alter any signs, gates or fencing and the transfer site.

19. Absolutely no burning is allowed at the transfer site unless authorized to do so by The Rural Municipality of Garden River No.490 or its representatives.
20. A person who infringes any of the provisions of this bylaw or fails to comply therewith shall be liable to a summary conviction to a fine of not less than \$500.00 in addition to The Rural Municipality of Garden River No.490 clean-up and legal costs.

SEAL



Reeve, Ryan Scragg

Acting Administrator, Rebecca Matthews

Read a third time and adopted
this 8th day of May, 2020.

Acting Administrator, Rebecca Matthews

R.M. OF GARDEN RIVER NO. 490

TRANSFER STATION

The Transfer Station is available to ratepayers only.

All household garbage must be contained in closed garbage bags and secured when travelling to the transfer station.

THE FOLLOWING IS NOT ACCEPTED AT THE TRANSFER STATION:

- Tires and brake pads
- Used oil, oil filters and their containers and antifreeze
- Batteries of any kind including rechargeable
- Paint, paint cans, including aerosol, solvents, paint thinners
- Household and landscape chemicals, flammables and explosive materials
- Pesticides and herbicides
- Building materials containing asbestos, cement, asphalt shingles, siding and flooring.
- Treated wood, painted wood
- Stones and concrete
- Wire and barbed wire
- Fluorescent lighting, compact fluorescent bulbs and sodium vapor lamps
- Mercury containing items: thermometers, pilot light sensors, barometers, thermostats
- Compressed gas cylinders, propane tanks
- Needles used for health care or syringes with biohazardous waste
- PCB containing materials
- Photo waste (silver bearing)
- Manure
- Grain and fertilizers
- Dead animals, slaughter waste
- Televisions, computer monitors, laptops, printers, cell phones, gaming devices and microwaves
- Appliances with Freon **not** removed –fridges, freezers, air conditioners
- Any furniture that will not fit in the bin

R.M. OF GARDEN RIVER NO. 490 TRANSFER STATION RECYCLING

THE FOLLOWING ITEMS ARE ACCEPTED IN OUR RECYCLE BINS

- Newspaper
- Cardboard – flattened
- Photocopy paper
- Boxboard; example cereal boxes, shoe boxes, tissue boxes
- Flyers, magazines, books, catalogues
- Envelopes
- Rinsed cardboard milk containers
- Clean metal food cans
- Clean plastic juice jugs
- Clean plastic tubs

THE FOLLOWING ARE NOT ACCEPTED IN OUR RECYCLE BINS

- Batteries
- Styrofoam
- Light bulbs
- Glass
- Plastic and metal clothes hangers
- Tinfoil
- Food container that cannot be washed clean
- Pots and pans, scrap metal, ceramics
- Plastic flower pots and toys

THE FOLLOWING ITEMS ARE ACCEPTED IN DESIGNATED AREAS OF THE SITE:

- Metals
- Appliances with freon and doors removed
- Non painted wood
- Brush and branches

APPENDIX "C"

R.M. of Garden River No. 490

The Transfer Station is available to ratepayers only.

Hours of Operation

January - December Saturday 8:00 am – 4:00 pm

All household garbage must be contained in closed garbage bags and secured while hauling to the transfer station.

List of items **NOT** accepted at the transfer station:

Tires and brake pads, used oil, batteries, shingles, paint, flammables and explosive materials, building materials containing asbestos, electronics, and appliances with Freon **NOT** removed.

Recycling:

List of items **NOT** accepted at the transfer station recycle bins:

Glass, pots & pans, Styrofoam, tinfoil, plastic & metal hangers.

Please ask attendant for full listing of accepted items.