



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering (City Engineer) – Curbside Collection Amendment Bylaw No. 4682

Date: April 14, 2025

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### **Motion for Consideration:**

THAT: the bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682 be read a first, second and third time.

### **Background:**

City of Salmon Arm Curbside Collection Bylaw No. 4281 ("Bylaw"), was adopted by Council on June 10, 2019, coinciding with the addition of Food Waste curbside collection, which commenced on July 1, 2019.

A new curbside collection contract, approved by Council on November 12, 2024, will commence on July 1, 2025 and under this contract there will be a change to the frequency of yard waste collection from bi-annually to monthly (April to November).

Additionally, on December 9, 2024, Council approved the new Recycle BC agreement. Under this agreement, Recycle BC has added secondary suites and accessory dwelling units as households for which the City can receive the financial incentive for providing curbside recycling collection.

As a result of these new agreements, the Bylaw needs to be amended to reflect the noted changes. These amendments are summarized below. Staff have also reviewed the Bylaw for overall accuracy, consistency and clarity which has resulted in several minor housekeeping amendments.

#### **1. Amendment to the Definition of Curbside Household**

The Curbside Household definition in Section 1 of the Bylaw specifies the types of dwellings that meet the City's criteria to receive the curbside collection service and Recycle BC's criteria to receive the financial incentive for recycling collection. The definition also allows the Director of Engineering and Public Works to determine if other dwelling types are eligible to receive the service through the opt-in application process described in Section 6 of the Bylaw. The definition required updates to align with recent zoning bylaw changes and updates to reflect existing program concerns as noted below.

Bare land stratas and mobile home parks (MHP) are included in the Curbside Household definition and therefore automatically included into the program. These developments consist of a variety of dwelling types and access conditions which can create operational issues; specifically, sufficient space for container set-out and collection, and enclosed storage to prevent wildlife access tend to be a challenge with these types of developments. Staff are proposing that bare land stratas and MHPs be removed from the Curbside Household definition and require opt-in, which will allow staff to review the development to ensure that they meet the criteria to receive curbside collection. Stratas and MHPs currently receiving the service will continue to be included in the program.

Currently secondary suites are excluded from the definition of Curbside Household and staff are proposing to similarly exclude accessory dwelling units (“suites”). This allows flexibility for owners to either share one set of bins or opt-in for multiple bins, if desired (see Item 2 discussion). Staff will review opt-in applications to ensure that the suite(s) meets the necessary criteria to receive the service and the financial incentive from Recycle BC.

## 2. Amendment to Section 6 – Opt-in Application Process

In consideration of Recycle BC including suites in the program, staff are proposing an amendment to Section 6 of the Bylaw to allow a property owner to apply to receive the curbside collection service for a suite, if desired. Suites are currently required to share the service with the primary household within the collection limits permitted for the property as a whole; they cannot receive a full curbside collection service.

Permitting suites to receive the service is an important amendment in consideration of the small-scale multi-unit housing (SSMUH) legislation enacted by the Province in 2024 (Bill 44). Extending service to multiple units on a property where feasible to do so maximizes the flexibility and reach of the program. It also increases the level of service for these properties by reducing the need for property owners or tenants to purchase bag tags for food waste or garbage that exceed the collection limits.

Each application for a suite will be reviewed by City staff to determine if it meets the City and Recycle BC criteria to receive the service. If so, the Curbside Collection Fee will be applied to the property for each suite, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498. Suites receiving the service will be included in the curbside household count provided to Recycle BC for the purpose of receiving the financial incentive.

Note that the Additional Food Waste Collection opt-in service will continue to be available for Curbside Household property owners that require the collection of an additional food waste bin.

## 3. Amendment to Section 4 – Collection types, frequencies and weight limits

Section 4 of the Bylaw specifies the collection types, frequencies and weight limits that are included in the curbside collection service. The proposed amendment to Section 4 specifies the new monthly yard waste frequency which will occur in April through November each year commencing in 2026.

## 4. Housekeeping Amendments

In addition to the proposed amendments described above, housekeeping amendments to several sections of the Bylaw are being proposed to provide greater consistency, accuracy and clarity.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

There are minimal financial implications as Curbside Collection is a self-sustaining user pay funded program; however, allowing suites to opt-in to a full collection will allow the City to add these users to the Recycle BC household count, thereby increasing the total financial incentive received for recycling collection.

**Alternatives & Implications:**

Council can choose not to approve any of these changes to the Bylaw. This would result in bare land stratas and mobile home parks remaining entitled to receive the service without having to apply through the opt-in process, which poses a risk to service provision if collection and/or Recycle BC criteria are not met. Suites would continue to have to share the service with the primary Curbside Household, which limits the level of service the City provides to these properties, especially where a property may have multiple suites.

**Communication:**

City staff will update publicly available information and documentation (e.g. curbside collection web page, FAQs, program guide) regarding the opt-in changes. Staff will also communicate this change through social media, Recycle Coach as well as through engineering referrals provided to upcoming developments.

Prepared by: Engineering Assistant I  
Reviewed by: City Engineer  
Approved by: Chief Administrative Officer

**Attachments:**

- City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682