

Report

Date June 18, 2025

File:

Subject **Waste Collection Bylaw No. 4012, 2025 and Contamination Management Policy**

PURPOSE

To introduce Waste Collection Bylaw No. 4012, 2025, which replaces the existing Waste Collection Bylaw and incorporates provisions for automated curbside collection of garbage and organics, as well as the Contamination Management Policy, which establishes the procedures and consequences associated with contamination incidents.

BACKGROUND

The existing Waste Collection Bylaw regulates the curbside collection of residential garbage, recycling and kitchen waste by municipal crews. On June 2, 2025, North Cowichan transitioned to automated trucks for the curbside collection of garbage and organic waste. As a result, the existing bylaw requires a complete rewrite to align with this change in service delivery.

DISCUSSION

The proposed bylaw includes new regulations related to the use of the new carts, requirements for property owners, updated accepted materials, and requirements for contamination control. Outlined below are the main changes to the document.

Serviceable Properties

Single-family residential dwellings are eligible for curbside collection. Additional details have been provided regarding curbside collection for legal secondary suites. The updated bylaw expands waste collection services to include triplex and fourplex units, an increase from the previous bylaw, which only covered single and two-family dwellings. Any property that is excluded from municipal waste collection must make arrangements for private collection of solid waste.

Multi-family developments, commercial businesses, mobile home parks, and strata developments continue to be excluded from curbside collection.

Cart and container set out criteria

The new bylaw provides criteria for setting out automated carts, including:

- Cart separation
- Distance from curb
- Restriction from placement in travel and bike lanes and sidewalks
- Placement at the curb between 5am and 8am
- Placement during snow events

The bylaw states that if set out and contamination requirements are not complied with, North Cowichan may discontinue or suspend service.

Cart sizes for single residential dwellings and secondary suites

The new bylaw identifies the default cart sizes for single residential dwellings and dwellings with legal attached and detached suites. Council approved the sizes available for garbage and organics carts as 80, 120, and 240 litres. Additional costs will be incurred for sizes larger than the default.

Single-residential dwellings with an attached secondary suite may request the following:

- 240-litre garbage and 120-litre organics (default)
- 240-litre garbage and 80-litre organics

Single-residential dwellings with detached secondary suites may request the following:

- 2 – 80-litre garbage and 2 – 80-litre organics
- 1–120-litre garbage and 1–120-litre organics and 1-80 litre garbage and 1-80 litre organics
- 1–240-litre garbage and 1–120-litre organics
- 1–240-litre garbage and 1–240-litre organics

Attached secondary suites may request the size options offered for detached secondary suites, and the decision will be based in part on the property's frontage and the ability to separate the collection carts properly. Single-residential dwellings are limited to one cart for organics and one cart for garbage; second carts are not authorized.

Excess Medical Waste

Residents who generate excess waste due to medical illness can apply to receive a larger garbage cart at no additional cost at the discretion of the Director. The service will be discontinued when the owner no longer requires it.

Bear carts

North Cowichan will have 120- and 240-litre bear-resistant carts for organics and garbage available to residents. These carts incur additional annual charges for the bear-resistant model and larger sizes, as well as an initial exchange fee. Residents interested in upgrading to a bear-resistant cart must complete a cart exchange form, available at northcowichan.ca.

Cart ownership and exchanges

All garbage and organics carts will be supplied by North Cowichan and remain the property of North Cowichan. On or after September 1, 2025, residents may request to upsize or downsize their cart, subject to an exchange fee and applicable annual fees. Residents are required to fill out a cart exchange form.

Lost, damaged, and stolen carts

North Cowichan will replace or repair organics or garbage carts that are damaged, lost, or stolen. If a cart is damaged, lost, or stolen due to the property owner's negligence, North Cowichan will repair or replace the cart, and the owner will reimburse North Cowichan for the cost of the repair or replacement. A damaged, lost, or stolen recycling cart will be replaced at the property owner's expense. The property owner is responsible for maintaining the carts in a clean and sanitary condition.

Assisted set out service

The resident survey on the proposed automated collection program revealed support for implementing an assisted set-out service. This service is for residents who are unable to set their carts at the curb and do not have an able-bodied person to help them. Residents will provide North Cowichan with confirmation of the physical limitation and confirmation that there is no able-bodied person able to assist. Staff will review the property to ensure safe access is possible. If the service is approved, crews will collect the carts from the home, dump them, and return them to the home. Assisted set out is only available for organics and garbage carts; not recycling.

Accepted items for solid waste

The accepted materials definition has been updated to include garbage items accepted by the Cowichan Valley Regional District transfer station and recycling items accepted by Recycle BC. The accepted items for organic collection have been updated to include yard waste.

Contamination / Waste Audits

Contamination in the bylaw is defined as the following:

- a. Garbage in the organics cart or recycling container
- b. Recycling in the garbage or organics cart
- c. Organic waste in the garbage or recycling container
- d. Depot recycling in the recycling container
- e. Prohibited waste in the collection carts or recycling container

North Cowichan has the right to inspect all materials inside the collection carts and recycling containers on collection day to ensure that no contamination is present.

Offence and Penalty

Any owner of a property that places contamination in the collection cart and recycling containers in breach of the bylaw may be subject to the actions defined in the Contamination Management Policy or the Bylaw Offence Notice Enforcement Bylaw.

Fees and charges

The charges and fees set out in the Fees and Charges Bylaw, including the basic annual fee, are payable by the owner of each dwelling, whether or not:

- a. The dwelling unit is occupied
- b. Any owner of the dwelling makes use of the municipal collection service or

- c. The municipal collection service is interrupted, temporarily ceased, changed in any manner by North Cowichan, or not provided by North Cowichan due to an owner's non-compliance with the bylaw.

Garbage Tags

The existing extra garbage tag system has been eliminated in the new bylaw. This system allowed residents to put up to two extra garbage cans out on collection day. Residents are encouraged to upgrade to a larger garbage cart, hold on to any excess waste until the next collection day, or take the additional garbage to the Bings Creek Transfer Station if their waste exceeds the 80-litre cart capacity.

OPTIONS

1. **(Recommended Option)**

THAT Council:

- (1) gives first, second and third readings to Waste Collection Bylaw No. 4012, 2025, and,
- (2) approves the Contamination Management Policy, as attached to the Director, Operations report dated June 18, 2025.

2. THAT Council provides staff with the following alternate direction:

- (1) *[List alternate direction]*
- (2) *[List alternate direction]*

IMPLICATIONS

The proposed changes to the bylaw are required to provide clear direction for staff and residents regarding the collection of solid waste in North Cowichan. Without the bylaw update, it will be difficult to enforce rules regarding contamination, cart sizing, and set-out criteria.

If Council adopts the new Waste Collection Bylaw, amendments to the Fees and Charges Bylaw and the Bylaw Offence Notice Enforcement Bylaw will be required.

RECOMMENDATION

THAT Council:

- (1) gives first, second and third readings to Waste Collection Bylaw No. 4012, 2025, and,
- (2) approves the Contamination Management Policy, as attached to the Director, Operations report dated June 18, 2025.

Report prepared by:



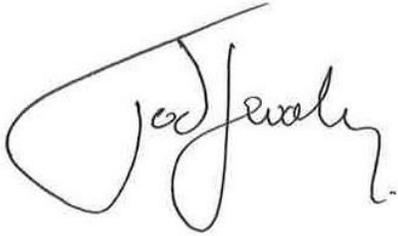
Shawn Cator
Director, Operations

Report reviewed by:



George Farkas
General Manager, Corporate Services and Community Relations

Approved to be forwarded to Council:

A handwritten signature in black ink, appearing to read "Ted Swabey". The signature is written in a cursive style with a large, sweeping initial "T".

Ted Swabey
Chief Administrative Officer

Attachments:

- (1) Waste Collection Bylaw No. 4012, 2025
- (2) Contamination Management Policy