



**CITY OF FORT ST. JOHN  
SOLID WASTE MANAGEMENT BYLAW  
2557, 2021**

Adopted October 25, 2021

**CONSOLIDATED VERSION  
FOR CONVENIENCE ONLY**

**Includes Amendment Bylaw:**

**2583, 2023**

Adopted October 23, 2023

This Consolidated Version includes the following amending bylaws:

<b>Bylaw Number</b>	<b>Type of Amendment</b>	<b>Date Amending Bylaw was adopted</b>
2583, 2023	Additions to Section 2, amendments and additions to Section 3 and 6, and changes to Schedules A, B, and C	October 23, 2023

CITY OF FORT ST. JOHN

BYLAW NO. 2557, 2021

**SOLID WASTE MANAGEMENT BYLAW**

A Bylaw to regulate the collection and disposal of garbage, and the collection of recyclable materials within the City of Fort St. John pursuant to the provisions of Sections 8 and 64 of the *Community Charter*.

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**WHEREAS** Sections 8(3)(h) and 64 of the *Community Charter* authorize Council of the City, by bylaw, to regulate, prohibit and impose requirements in relation to the protection and enhancement of the well-being of its community in relation to refuse, garbage or other material that is noxious, offensive or unwholesome, and the use of waste disposal and recycling services;

**AND WHEREAS** Section 194(1)(a) of the *Community Charter* authorizes Council of the City, by bylaw, to impose a fee payable in respect of all or part of a service of the municipality;

**NOW THEREFORE**, pursuant to the above-recited and other authority, the Council of the City of Fort St. John, in open meeting assembled, enacts as follows:

**SECTION 1 – TITLE**

1.1 This Bylaw may be cited as “Solid Waste Management Bylaw No. 2557, 2021”.

**SECTION 2 – DEFINITIONS**

2.1 The following words and phrases shall have the following meanings:

**“account holder”** means either the property owner, renter, or property management company acting on behalf of the property owner that maintains an account with the City.

**“authorized agent, acting on behalf of an owner”** includes a person who represents to the City in writing that they are a member of the board of directors, management company or other entity reasonably likely to have control and administrative responsibility for solid waste on behalf of the owner.

**“City”** means the City of Fort St. John.

## SECTION 2 – DEFINITIONS

2.1 The following words and phrases shall have the following meanings:

**“collection cart”** means a garbage cart or recyclable materials cart owned and supplied by the City; and used for the collection of permitted garbage and recyclable materials from specified residential properties.

**“contaminated soils”** means soils not satisfying the standard for Industrial Land (IL) use under the *Contaminated Sites Regulation* (British Columbia) but not classified as a special waste.

**“contractor”** means a solid waste collection company hired by the City, working on behalf of the City, whose primary function is collecting refuse and recyclable materials from specified residential properties, then delivering solid waste to the landfill for disposal and recyclable materials to the recycle depot for processing.

**“curbside collection account”** means a garbage and recyclable materials curbside collection account that is set up by the owner, occupier, or authorized agent acting on behalf of the owner of a specified residential property.

**“Director of Public Works and Utilities”** means the Director of Public Works and Utilities for the City and shall include their appointed assistants and representatives.

**“duplex”** has the same meaning as in the City of Fort St. John Zoning Bylaw.

**“dwelling unit”** has the same meaning as in the City of Fort St. John Zoning Bylaw.

**“fourplex”** has the same meaning as in the City of Fort St. John Zoning Bylaw.

**“garbage”** means all permitted solid waste.

**“garbage cart”** means a 240-litre wheeled container owned and supplied by the City, and used for the collection of permitted garbage material from specified residential properties.

**“garbage service”** means the service established in Section 3 of the Bylaw.

**“manufactured home”** has the same meaning as in the City of Fort St. John Zoning Bylaw.

## SECTION 2 – DEFINITIONS

2.1 The following words and phrases shall have the following meanings:

**“owner”** means in respect of real property:

- (a) the registered *owner* of an estate in fee simple, or
- (b) the tenant for life under a registered life estate, or
- (c) the registered holder of the last registered agreement for sale, or
- (d) the holder or *occupier* of land held in the manner referred to in section 228 [*taxation of Crown land used by others*] or section 229 [*taxation of municipal land used by others*] of the *Community Charter*,

and in dealings with the City, also includes the authorized agent, acting on behalf of an owner.

**“occupier”**:

- (a) for the purposes of Division 8 [Tax Liability of Occupiers] of Part 7 [Municipal Revenue], means occupier as defined in the *Assessment Act*, and
- (b) for other purposes, means a person:
  - i. who is qualified to maintain an action for trespass, or
  - ii. who is in possession of Crown land under a homestead entry or preemption record, or
  - iii. who is in possession of
    1. Crown land, or
    2. Land owned by a municipality or regional district, or
  - iv. who simply occupies the land.

**“organics”** means food scraps, yard waste, and food soiled paper, but does not include pet waste, plastic (compostable or biodegradable) or metals. Examples of organics include meat, bones, fish, shellfish, pasta, grains, plate scrapings, dairy products, eggs and eggshells, fruit and vegetables, food spoiled paper and cardboard, paper coffee filters, coffee grounds and paper tea bags.

**“plate scrapings”** means organic materials described by the Environment Canada Technical Document on Municipal Solid Waste Organics Processing document as source separated organics (SSO).

**“private contractor”** means a person or company who collects solid waste or recyclable materials under contract with an owner or occupier.

This section was  
amended by  
Bylaw No. 2583,  
2023

## SECTION 2 – DEFINITIONS

2.1 The following words and phrases shall have the following meanings:

**“recyclable materials”** means all materials permitted for pick up as part of the City’s recycling program.

**“recyclable materials cart”** means a 360-litre wheeled container owned and supplied by the City, for the collection of approved residential recyclable materials from specified residential properties.

This section was amended by Bylaw No. 2583, 2023

**“RecycleBC”** means the not-for-profit organization approved by the Province to provide residential recycling services to households across British Columbia.

**“secondary suite”** has the same meaning as in the City’s Zoning Bylaw.

**“service”** means the garbage collection service and the recyclable materials collection service described in Section 3 of this Bylaw.

**“service area”** means the area within the municipal boundaries of the City of Fort St. John in which the service is provided under this bylaw.

**“single detached dwelling”** has the same meaning as in the City’s Zoning Bylaw.

**“solid waste”** includes all refuse and other discarded material, but excludes hazardous material, yard waste, material that is not accepted at an approved waste management facility, and recyclable materials.

**“specified residential properties”** means an individual dwelling unit with direct access to and from the outdoors which could include single detached dwellings, with or without a suite or secondary suites, duplex dwellings, triplex dwellings, fourplex dwellings, and manufactured homes, but may not include, for the purposes of this bylaw, stratified properties to which access to each individual unit is only available via common strata property.

**“strata”** means a parcel that:

- (a) is held by strata lot lease under Part 3 (Leasehold Strata Plans) of the *Strata Property Act*; or
- (b) is a strata lot as defined in section 1 of the *Strata Property Act*; or
- (c) is a strata lot created by a "bare land strata plan" as defined in section 1 of the *Strata Property Act*.

## **SECTION 2 – DEFINITIONS**

2.1 The following words and phrases shall have the following meanings:

**“suite”** has the same meaning as in the City’s Zoning Bylaw.

**“townhouse”** has the same meaning as in the City’s Zoning Bylaw.

**“triplex dwelling”** has the same meaning as in the City’s Zoning Bylaw.

**“yard waste”** means vegetative trimmings or cuttings from yards or other landscaped areas, including leaves, grass clippings, trees, plants, tree and plant limbs, brush, hedge clippings, Christmas trees, and dry seed pods.

## **SECTION 3 – THE SERVICE**

### **Establishment of the Service**

- 3.1 The City hereby establishes the curbside collection account of municipal collection of garbage and recyclable materials from the specified residential properties, using a system of garbage carts and recyclable materials carts and mechanized collection vehicles.
- 3.2 The City, or a contractor acting on behalf of the City, shall pick up all garbage and recyclable materials set out at specified residential properties within the service area on the designated day of collection, provided it conforms to the terms of this bylaw.

### **Collection Carts**

- 3.3 Every owner or occupier of a specified residential property within the municipal boundaries of the City must apply for a curbside collection account.
- 3.4 The City reserves the right to inspect the contents of a garbage or recyclable materials cart submitted for pickup to ensure compliance of this Bylaw. The inspection may include a physical and/or electronic inspection.
- 3.5 Council authorizes the Director of Public Works and Utilities to administer the garbage and recycling service.
- 3.6 Every specified residential property with an established curbside collection account shall be provided one garbage cart and one recyclable materials cart.

**SECTION 3 – THE SERVICE**

Collection Carts (continued)

- 3.7 All garbage carts and all recyclable materials carts are the property of the City, and are issued and identified to a specified residential property with a serial number and civic address identified on the collection cart. Once a collection cart is issued to a specified residential property it must remain at that specified residential property.
- 3.8 An owner or occupant must not take the collection carts when they vacate a property, but shall leave the collection carts at the address to which they were assigned to by the City. If the owner or occupant has obtained an additional collection cart from the City, they must contact Public Works to organize a return or to have it re-issued to their new address.
- 3.9 If an owner of a specified residential property requires an additional collection cart to be collected by the City, the owner may apply to the City in writing for an additional collection cart. The fee for obtaining an additional collection cart is as specified in Schedule “A” of this bylaw, and is payable by the owner or occupier with an established curbside collection account prior to obtaining the additional collection cart.
- 3.10 If an additional collection cart has been obtained by an owner and the owner is wishing to return the extra collection cart, the owner must first contact the City prior to returning the collection cart.
- 3.11 The City will collect only the number of collection carts as specified on their curbside collection account from each specified residential property.
- 3.12 Every curbside collection account holder must keep the collection carts in good repair and generally clean condition.
- 3.13 If an owner or occupier of a specified residential property should require, for any reason, a replacement collection cart from the City, the fee as specified in Schedule “A” of this Bylaw is payable by the owner or occupier with an established curbside collection account prior to obtaining the replacement cart. The Director of Public Works and Utilities may elect to waive the fee if the collection cart has reached end of life due to normal use.
- 3.14 Where the Director of Public Works and Utilities determines that a collection cart is unfit for use within the City's solid waste system, the owner or occupier of the specified residential property must stop using that collection cart and obtain a replacement collection cart pursuant to Section 3.12 and the Director of Public Works and Utilities may elect not to collect garbage or recyclable materials from that specified residential property unless and until a replacement cart is obtained by the owner.

This section was amended by Bylaw No. 2583, 2023

**SECTION 3 – THE SERVICE**

**Collection Carts (continued)**

- 3.15 An owner or occupier must store collection carts with the lids closed at all times.
- 3.16 An owner or occupier of a specified residential property must place garbage and permitted recyclable materials in the appropriate City supplied collection cart. The City will not collect garbage or recyclable materials from a specified residential property if it is not placed in the appropriate City supplied collection cart.
- 3.17 The City reserves the right to refuse to collect garbage from a garbage cart of a specified residential property if it does not conform to the terms of this Bylaw.
- 3.18 The City reserves the right to refuse to collect recyclable materials from a recyclable materials cart of a specified residential property if the materials are not identified as permitted recyclable materials in Schedule “B” of this bylaw, and does not conform to the terms of this bylaw.
- 3.19 The City reserves the right to remove a collection cart from a specified residential property if it does not conform to the terms of this bylaw.
- 3.20 Removal of a collection cart will result in a fine as set out in Schedule “C” of this bylaw, and will require the owner of the specified residential property to apply in writing to the City to have the cart returned for a fee.
- 3.21 An owner or occupier must:
- (a) not use a garbage cart for any purpose other than the storage of permitted garbage for collection by the City;
  - (b) not use a recycling materials cart for any purpose other than the storage of permitted recyclable materials for collection by the City;
  - (c) bag the garbage placed in the garbage cart; and
  - (d) not bag the recyclable materials placed in the recyclable materials cart.
- 3.22 An owner or occupier must not fill a cart in their possession:
- (a) to the extent that the lid does not close; or
  - (b) to the extent that the collector cannot easily empty the contents; or
  - (c) to the extent that it damages the collection cart.

**SECTION 3 – THE SERVICE**

**Collection Carts Placement for Collection**

3.23 Every owner or occupier of a specified residential property must place all collection carts which the owner or occupier wishes to be collected, behind the curb or sidewalk immediately adjacent to the street fronting the property before 8:00 a.m. on the day scheduled for the collection of garbage or recyclable materials. The collection carts must be removed from the curbside by the end of collection day and placed on the private property of that specified residential property.

3.24 No person may place, and no owner or occupant shall permit the placement of a collection cart on a street, lane, sidewalk or public place in a way that interferes with the ordinary travel or parking of vehicles and passage of pedestrians, or, except as permitted under Section 3.26, such that the collection cart encroaches on any street, lane or public place.

This section was repealed and replaced by Bylaw No. 2583, 2023

3.25 An owner or occupier must place collection carts ready for collection behind the curb or sidewalk in a location free from obstructions of at least one metre horizontally on all sides of the collection cart, and three metres vertically above the collection cart on the appropriate collection day of the specified residential property.

3.26 The Director of Public Works and Utilities may authorize the placement of a garbage cart or recyclable materials cart in a location that does not comply with Section 3.24 or Section 3.25 where reasonable, under the circumstances peculiar to the property.

This section was repealed and replaced by Bylaw No. 2583, 2023

**Materials Prohibited from Garbage Carts and Recyclable Materials Carts**

3.27 No person shall:

This section was repealed in its entirety and replaced by Bylaw No. 2583, 2023

- (a) deposit any explosive, volatile or corrosive materials, pathogenic, radioactive or biomedical waste, biohazardous waste, inflammable materials, propane tanks, medications or pharmaceuticals, construction material, gypsum board, asbestos, paint cans, fuel, oil or other lubricant filters, tires, hot ashes, animal carcasses, yard waste, liquid wastes or sludges, appliances or power tools, batteries, contaminated soils, or other material that may affect the health and safety of collection and disposal personnel in a collection cart.
- (b) dispose of garbage, yard waste, or any other prohibited material as described in Schedule “B” in a recyclable materials cart placed out for collection.
- (c) dispose of garbage any other place other than their City issued garbage cart for collection as part of the City’s collection system provided for pursuant to this bylaw.

**SECTION 3 – THE SERVICE**

**Materials Prohibited from Garbage Carts and Recyclable Materials Carts (continued)**

This section was repealed in its entirety and replaced by Bylaw No. 2583, 2023

- (d) place garbage or yard waste for collection in a garbage cart or recyclable materials cart which has been issued to another specified residential property without the permission of the owner or occupant of that specified residential property.
- (e) intentionally contaminate recyclable materials so as to make them non-recyclable.
- (f) voluntarily remove garbage or recyclable materials out of a garbage or recyclable materials cart from a specified residential property.
- (g) scavenge garbage or recyclable materials out of a garbage or recyclable materials cart.
- (h) place liquid material or allow liquid material to accumulate in any garbage or recyclable materials cart.
- (i) willfully damage or deface a collection cart, including but not limited to the removal of markings or serial numbers.
- (j) fail to clean up or remove any remaining solid waste or debris that is not collected or escapes from a collection cart put out on collection day.

Collection carts containing this type of material may result in the immediate removal of recyclable materials cart or garbage cart.

- 3.28 Approved recyclable materials accepted in the recyclable materials cart in accordance with this Bylaw and all other applicable enactments including, but not limited to those items described in Schedule “B”.
- 3.29 Yard waste is not permitted in a recyclable materials cart. Grass trimmings and leaves only will be accepted in garbage carts. All yard waste is accepted at the Peace River Regional District Landfill during business hours, located at 7014 269 Road.
- 3.30 Every curbside collection account holder is responsible for any and all waste, garbage or recyclable material that is not collected by the City and shall dispose of such waste, garbage or recyclable material directly at an approved waste management facility.

**SECTION 4 – PRIVATE SOLID WASTE COLLECTION**

- 4.1 Private contractors for solid waste collection must use for the collection of solid waste that is likely to rot or putrefy, only vehicles of a closed metal type, that are suitably designed to contain the liquid by-products of any rotting or putrefying waste.

**SECTION 4 – PRIVATE SOLID WASTE COLLECTION**

- 4.2 Private contractors for solid waste collection must operate in and adjacent to residential areas only between 7:00 a.m. and 10:00 p.m.
- 4.3 All private contractors for solid waste collection must remove solid waste to a place of disposal on the date of collection unless the solid waste will be immediately processed, converted or salvaged.
- 4.4 The owner or occupier of a specified residential property is not required to use the City’s garbage service if the owner or occupier contracts with a private contractor to remove garbage from the property, but entering into that private contract will not relieve the owner from payment of the fee for the garbage service under this Bylaw.

**SECTION 5 - FEES**

**Monthly Fees**

- 5.1 The monthly fees for service set out in Schedule “A” of this Bylaw are due and payable by each owner of a specified residential property, whether or not:
  - (a) any or all of the dwelling units within that specified residential property are occupied or unoccupied for any length of time;
  - (b) the owner or occupier of the specified residential property makes use of the service;
  - (c) the service is interrupted or altered in any manner;
  - (d) the City has removed the garbage cart or recyclable materials cart from the owner or occupier of the specified residential property as a result of prohibited waste placed in the garbage cart or recyclable materials cart.

**Fees Added to Taxes**

- 5.2 All fees and charges imposed under this Bylaw, inclusive of any outstanding dues, penalties, or interest may be collected in the same manner and with the same remedies as property taxes. All outstanding amounts due and payable on December 31<sup>st</sup> of each calendar year shall be placed on property taxes and deemed to be taxes in arrears.

**Exempt Properties**

- 5.3 Where a specified residential property is, by law exempt from property tax, the fees for the service will be due and payable by the occupant of that exempt property.

**SECTION 5 – FEES**

Interest, Penalties and Costs

- 5.4 The City will apply the same interest, penalties and other costs to fees payable under this Bylaw as are applicable in the City of Fort St. John Water Regulation Bylaw, as amended from time to time.

**SECTION 6 – ENFORCEMENT**

- 6.1 The City designates this Bylaw as a bylaw that may be enforced by means of a ticket in the form prescribed for that purpose by the *Community Charter* and the *Community Charter Bylaw Enforcement Ticket Regulation*.

- 6.2 Any person designated as a Bylaw Enforcement Officer pursuant to the City of Fort St. John's Bylaw Enforcement Notice is hereby authorized and empowered to enforce the provisions of this Bylaw to the Bylaw Notice Enforcement Bylaw No. 2428, 2018, as amended from time to time.

- 6.3 No person shall interfere with, hinder or obstruct an authorized person in the exercise or performance of his or her powers, duties or functions under this Bylaw including, without limiting generality of foregoing by:

- (a) providing false information;
- (b) removing, or attempting to remove tag or notice off collection cart;
- (c) obstruct investigation.

- 6.4 Pursuant to Section 16 of the Community Charter, an Inspector may enter on any premises within the municipality at any reasonable time, including for the following purposes:

This section was amended by Bylaw No. 2583, 2023

- (a) to inspect and determine whether all regulations, prohibitions and requirements imposed under or pursuant to this bylaw are being met;
- (b) to take action on default of an order under this bylaw;
- (c) to request anything to be produced or assist with an inspection, enforcement or action on default performed for the purpose of this bylaw.

- 6.5 An Inspector shall display or produce identification upon the request of an occupant of premises that are the subject of an inspection or work performed by the City under this bylaw.

This section was amended by Bylaw No. 2583, 2023

## **SECTION 6 – ENFORCEMENT**

### **Offences and Penalties**

- 6.6 Any person who:
- (a) contravenes, violates, or fails to comply with any provision of this Bylaw, or does any act or thing which contravenes any provision of this Bylaw, or suffers or allows any other person to do any act or thing which contravenes any provision of this Bylaw;
  - (b) neglects to do or refrains from doing anything required to be done by any provision of this Bylaw; or
  - (c) fails to comply with an order, direction, or notice given under any provision of this Bylaw, or suffers or allows any other person to fail to comply with an order, direction, or notice given under any provision of this Bylaw;
- is guilty of an offence against this Bylaw.
- 6.7 If an offence continues for more than one day, each day that the offence continues constitutes a separate and distinct offence.
- 6.8 The penalty for a contravention dealt with by way of a bylaw notice in accordance with the Bylaw Notice Enforcement Bylaw No. 2428, 2018 is as follows:
- (a) the Penalty amount set out in Column 3 of Schedule “C” is payable for the corresponding contravention;
  - (b) the Early Payment Penalty set out in Column 4 of Schedule “C” applies if payment is received by the City within fourteen (14) days of the person receiving or being presumed to have received the bylaw notice;
  - (c) the Late Payment Penalty set out in Column 5 of Schedule “C” applies if payment is received more than thirty-one (31) days after the person received or is presumed to have received the bylaw notice;
  - (d) the Penalty and corresponding offence may be available for a Compliance Agreement and 50% Penalty reduction with the Municipality as set out in Column 6 of Schedule “C”.

### **Compliance with Laws**

- 6.9 No person will be relieved of the obligation to observe the requirements of all federal, provincial and municipal laws by reason of the service provided by the City.

## **SECTION 6 – ENFORCEMENT**

### Compliance with Laws (continued)

6.10 The City may inspect the contents of any garbage or recyclable materials cart.

### Orders and Directions

6.11 Council empowers the Director of Public Works and Utilities or any Bylaw Enforcement Officer of the City to order or direct any person to:

- (a) discontinue or refrain from doing anything that is in contravention of this Bylaw; and
- (b) carry out any work or do anything required by this Bylaw;

and failure on the part of such person to comply with such order or direction within the time specified in such order or direction is a violation of this Bylaw. The above noted infractions may result in the discontinuation of curbside collection service to the residence.

### Delivery of Notice

6.12 The Director of Public Works and Utilities or any Bylaw Enforcement Officer of the City may serve an order, direction, or notice under this Bylaw:

- (a) by mailing it by regular mail to the owner or occupier of the applicable property at the address shown on the assessment roll;
- (b) by mailing it by regular mail to the address of the user shown on the garbage cart or recyclable materials cart;
- (c) by handing it to a person at the address of the user shown on the garbage cart or recyclable materials cart;
- (d) by mailing it by regular mail to the named person who is a corporation, business, or account holder, acting on behalf of the property owner;
- (e) if a garbage cart or recyclable materials cart is situated on a street, lane or sidewalk, by posting the notice on the collection cart;
- (f) by securing the notice to the property in a conspicuous location.

This section was amended by Bylaw No. 2583, 2023

## **SECTION 7 – ADMINISTRATIVE**

7.1 The following Schedules form an integral part of this Bylaw.

Schedule "A" – Fees for Service

Schedule "B" – Curbside Recycling Guide

Schedule "C" – Offences and Fines for the purposes of issuing Bylaw Offence Notices

**SECTION 7 – ADMINISTRATIVE**

**No Liability**

7.2 The City will not be liable for any damages suffered or costs incurred by any person by reason of the failure of the City to supply the service or by reason of the manner of the City supplying the service.

**Severance**

7.3 If any section, subsection, clause or phrase of this Bylaw is for any reason held to be invalid or illegal by a decision of any court of competent jurisdiction, it shall be severable, and such a decision shall not affect the validity of the remaining sections, subsections, clauses or phrases of this Bylaw.

**Repeal**

7.4 Solid Waste Management Bylaw No. 2505, 2019 and Solid Waste Bylaw Management Amendment Bylaw No. 2533, 2020 are hereby repealed.

**Effective**

This Bylaw is to come in to force and take effect upon adoption.

READ FOR THE FIRST THREE TIMES this 12<sup>th</sup> day of October, 2021

ADOPTED this 25<sup>th</sup> day of October, 2021

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BYRON STEWART  
ACTING MAYOR

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BONNIE MCCUE,  
CORPORATE OFFICER

This schedule was amended by Bylaw No. 2583, 2023

**SCHEDULE "A"**

**FEES**

**Garbage Cart or Recyclable Materials Cart Fees**

Administration fee for each additional collection cart - \$30.00

Administration fee for each replacement collection cart - \$100.00

Administration fee to reinstate removed collection cart - \$75.00

**Fees for Service (Curbside Collection Account)**

For each specified residential property, the following monthly fee applies and will be added to the monthly utility bill whether a water meter has been installed or not:

<b><u>Type of Property</u></b>	<b><u>Fee</u></b>	<b><u>Imposed On</u></b>
Single Detached Dwelling	\$8.00 per garbage cart \$5.00 per recyclable materials cart	Owner of Single Detached Dwelling
Duplex	\$8.00 per garbage cart \$5.00 per recyclable materials cart	Owner of duplex building
Triplex	\$8.00 per garbage cart \$5.00 per recyclable materials cart	Owner of triplex building
Fourplex	\$8.00 per garbage cart \$5.00 per recyclable materials cart	Owner of fourplex building
Townhouse	\$8.00 per garbage cart \$5.00 per recyclable materials cart	Owner of Townhouse or owner of Individual townhouse unit if strata titled

**SCHEDULE "B"**

**CURBSIDE RECYCLING GUIDE**

This schedule was repealed in its entirety and replaced by Bylaw No. 2583, 2023

Category		Item Description	How to Recycle
<b>PAPER</b>	<b>Newspaper &amp; flyers</b>	All types	Hardcover or paperback books are to be donated or sold, and are <b>not permitted in cart</b>
	<b>Magazines &amp; catalogues</b>		
	<b>Telephone books &amp; directories</b>		
	<b>Writing home / office paper</b>	Notepads; loose leaf paper, white or coloured computer copier and printer paper; plain and window envelopes, shredded paper	Shredded paper is to be put in a paper bag or small box and placed in cart ( <b>not permitted in clear plastic bag or loose in cart</b> )
	<b>Corrugated cardboard / cardboard / boxboard</b>	Shipping boxes; Banker's Boxes; boxes for cereal, shoes, tissues, pizza, frozen entrees, desserts, detergent, etc.; carrier trays for bulk bottled water, soft drinks, cans, food etc.; cores for paper towel & toilet tissue	Remove liner bags and food residue. Flatten and place loosely in cart. Remove any paper towel, tissue or toilet tissue
	<b>Moulded boxboard</b>	Egg cartons, take-out beverage trays, empty paper-based garden pots, etc.	Must be clean and not contain any dirt in paper-based garden pots
<b>CONTAINERS</b>	<b>Paper cups</b>	For hot and cold beverages	Empty and rinse out cups. Remove lids & paper sleeves and place all items loosely in cart. <b>Styrofoam cups not permitted in cart</b>
	<b>Plastic cold drink cups with lids</b>	Beverage cups	Empty & rinse. Remove straws & lids and place all items loosely in cart
	<b>Plastic tubs and lids &amp; single-use coffee or tea pods</b>	For margarine, spreads, yogurt, cottage cheese, sour cream, ice cream, etc.; single-use coffee & tea pods	Empty and rinse tubs. Empty and rinse pods and remove pod lids which are to be put in garbage
	<b>Spiral wound cans and metal lids</b>	For frozen juice concentrate, potato chips, cookie dough, coffee, nuts, baby formula, etc.	Empty and rinse before placing in cart. Labels do not need to be removed
	<b>Steel cans and lids</b>	For food including pet food, tins for cookies, tea, chocolates, etc. include metal lid	
	<b>Aluminum cans and lids</b>	For food including seafood, pet food, etc.	
	<b>Plastic jugs with screw tops</b>	For cooking oil, laundry detergent, fabric softener, cleaning products, body care products, windshield washer fluid, etc.	
	<b>Plastic clamshells</b>	For baked goods, fruit, produce, eggs, etc. Containers are clear with hinged or click-closed tops	
	<b>Plastic jars and lids</b>	For peanut butter, jam, nuts, condiments, vitamins and supplements, personal care products and cosmetics, pharmaceuticals, etc. Plastic jars have wide mouths with screw top lids	
	<b>Plastic bottles and caps</b>	For food, dish soap, mouthwash, shampoos, conditioners & other personal care products, pills & vitamins, laundry products, household cleaners, automotive cleaners (e.g. glass cleaner, windshield washer fluid, etc.). Plastic bottles can have screw caps, spray pumps or pull up tops	
	<b>Plastic trays and tops</b>	For deli chicken, single-serve meals, prepared foods, baked goods, housewares and hardware (e.g. container for screws, picture hangers, etc.). Containers are clear or have black bottom trays with clear domes	
	<b>Gable-top cartons</b>	For milk, cream, substitute eggs, molasses, etc.	
	<b>Aseptic boxes or cartons</b>	For cream, soup, broth, sauces, etc.	
	<b>Frozen dessert boxes</b>	For ice cream, frozen yogurt, etc.	
<b>Plastic pails</b>	For laundry detergent, ice cream, pet food, etc.	Pails that are less than 25 litres. Larger pails accepted at local recycle depot	

This schedule was repealed in its entirety and replaced by Bylaw No. 2583, 2023

	Category	Item Description	How to Recycle
<b>CONTAINERS</b>	Empty spray containers	For air fresheners, shaving cream, deodorant, hairspray, etc.	Empty containers of all contents
	Microwavable bowls and cups	For soups and entrees	Remove lids and rinse before placing in cart. <b>Bowls with metal rims are not permitted in cart</b>
	Rigid plastic gift boxes	Plastic boxes purchased for gift giving	
<b>SINGLE-USE PRODUCTS</b>	Plastic straws, plastic stir sticks and plastic cutlery	Plastic drinking straws, plastic stir sticks used for coffee, plastic spoons, forks and knives commonly provided with take-out meals	Plastic cutlery must be rinsed clean before placing in cart
	Coated paper plates, bowls, cups	Coated paper plates	Must be rinsed and clean before placing in cart. <b>Uncoated paper plates or Styrofoam are not permitted in cart</b>
	Plastic plates, bowls, cups		Items that are not single use are <b>not permitted in cart</b>
	Single-use paper party decor	Paper party decorations can include pennant flags, streamers, decorative hanging pieces, etc.	Must not include layers of plastic, glitter, balloons, tinsel, and party items that are not décor (e.g. costume wear, party eyeglasses, noisemakers, etc.)
	Kraft or multi-layered paper bags	Any colour, including brown grocery bags, white prescription bags, brown envelopes, bags for flour, sugar, etc.	Bags must be empty of any contents Bags must not have a foil or plastic layer
	Purchased paper gift bags or boxes	Paper bags and boxes that are purchased for gift giving	<b>Bags or boxes that have glitter or rope handles are not permitted in cart</b>
<b>PACKAGING-LIKE PRODUCTS</b>	Aluminum foil	Foil wrap used for food storage	
	Aluminum foil disposables	Aluminum pie plates, baking dishes & trays etc.	Must be rinsed and clean before placing in cart
	Non-durable plastic food containers	Plastic lunch containers	
	Non-durable paper food containers	Kraft (brown) or white paper take-out containers, etc.	Must not contain food residue. <b>Styrofoam containers not permitted in carts</b>
	Corrugated cardboard boxes	Shipping boxes, grocery & liquor store boxes, pizza boxes, banker's boxes, moving boxes, etc.	Flatten boxes and place loosely in cart. Cut large cardboard so that it fits loosely in cart. <b>Pizza boxes must not contain food residue</b>
	Metal storage containers	Thin-gauge metal tins for cookies, candies, etc.	Must be clean before placing in cart
	Plastic plant pots and saucers	Plastic only no ceramic	Must be clean and not contain any dirt or plastic hanger
	Plastic gift boxes	Plastic boxes purchased for gift giving	
	Plastic disposable hangers	Plastic – lightweight (included with clothing)	
	Plastic containers for tape dispensers & dental floss	Plastic casing used to hold household tape and dental floss	Must not contain tape or floss
<b>NOT ACCEPTED IN CART</b>	<b>NOT ACCEPTED IN RECYCLE CART</b>		
	Glass bottles or jars	Drinking glasses, bottles, jars, dishes, cookware, window glass, mirrors, ceramic mugs or other ceramic products, light bulbs, ballasts (with no PCBs) and light fixtures	Accepted at participating local recycle depots. <b>NOT ACCEPTED AT LOCAL RECYCLE DEPOTS:</b> foam peanuts and packing chips, blue or pink foam board insulation, protective and squishy cushion packaging, foam noodles
	Plastic bags & overwrap; plastic food storage; sandwich & freezer bags; vacuum seal bags; & shrink wrap	Plastic bags for groceries, dry cleaning, bread; bags for produce, dry bulk foods, & most frozen vegetables; outer bags and wrap for diapers, feminine hygiene products, paper towels, tissues, soft drink can flats; bags for water softener salt, wood pellets, garden products & pet food; overwrap on mattresses, furniture and electronic equipment; shrink wrap found on meat in grocery stores, electronics, or used to seal products	
Crinkly wrappers and bags	Bags for potato chips, candy, dried pasta, cereal etc.; wrappers for cheese slices, snack bars, instant noodles, etc.		

This schedule was repealed in its entirety and replaced by Bylaw No. 2583, 2023

Category	Item Description	How to Recycle
<b>NOT ACCEPTED IN RECYCLE CART</b>		
Flexible packages with plastic seal	Packaging for fresh pasta, pre-packaged deli meats, pre-packaged cheese, etc.	Accepted at participating local recycle depots. <b>NOT ACCEPTED AT LOCAL RECYCLE DEPOTS:</b> foam peanuts and packing chips, blue or pink foam board insulation, protective and squishy cushion packaging, foam noodles
Woven and net plastic bags	Net bags for avocados, onions, oranges, lemons, limes, etc. woven plastic bags for rice, etc.	
Reusable plastic-only carry-out bags	Reusable plastic bags provided with purchase, or purchased as product	
Non-food protective packaging	Padded protective packaging like plastic shipping envelopes, plastic air packets, plastic bubble wrap, etc.	
Recycling bags	Transparent, single-use plastic bags for recycling	
Batteries – all types		
Propane cylinders	Must be empty	
Paint cans, spray paint cans or aerosol cans with any contents remaining		
LDPE/HDPE plastic sheets	Drop sheets for painting, covering items	
Squishy cushion packaging blocks & sheets	Commonly used in electronics packaging	
Cell phones		
Eye glasses		
Child car seats		
Carbon Monoxide & smoke detectors / thermostats		
Small & large appliances (no Freon)		
Electronics		
Televisions		
Hazardous waste (residential)	Flammable liquids, pesticides, solvents, & gas	Donate, sell or accepted at the Landfill Share Shed
Styrofoam	Plastic foam containers and trays used for meat and produce, foam egg cartons, foam clamshells, cups bowls & plates, firm foam cushion packaging to protect electronics and small appliances	
Durable hangers	Wire, sturdy plastic, metal, or wood	
Hardcover or soft covered books		
Pots, pans and baking trays, metal toys, metal hardware, metal storage containers, reusable drink cups & bottles, long term storage such as heavy-duty plastic boxes or totes, tool boxes or power tool cases		
Mattresses, furniture & large appliances (with Freon)		
Construction / demolition waste / building materials		
Garbage / compost / leaf bags / yard waste / wood		
Fire extinguishers		
Water cooler jugs		
Paper towels, napkins or tissue		
Wax paper or parchment paper		
Paper or metal straws; wooden stir sticks and cutlery		
Containers for motor oil, vehicle lubricant or antifreeze products		
Needles (medical) / sharps		
Hazardous waste (industrial)		
Tires		Accepted at local tire shops

NOT ACCEPTED IN CART

This schedule was amended by Bylaw No. 2583, 2023

**SCHEDULE "C"**

**OFFENCES AND FINES FOR THE PURPOSES OF ISSUING BYLAW NOTICE ENFORCEMENT**

<b>COLUMN 1 OFFENCE</b>	<b>COLUMN 2 SECTION</b>	<b>COLUMN 3 FINE/ PENALTY (\$) (15-30 days)</b>	<b>COLUMN 4 EARLY PAYMENT PENALTY (\$) (1-14 days)</b>	<b>COLUMN 5 LATE PAYMENT PENALTY (\$) (31-60 days) (Collections 60+ days)</b>	<b>COLUMN 6 COMPLIANCE AGREEMENT AVAILABLE  (50% of penalty)</b>
Removal of collection cart from residence	3.19	\$200.00	\$150.00	\$250.00	YES
Collection cart stored with open lid	3.14	\$100.00	\$85.00	\$125.00	YES
Unauthorized use of collection cart	3.20	\$100.00	\$85.00	\$125.00	NO
Over full collection cart placed for pickup	3.21	\$100.00	\$85.00	\$125.00	NO
Collection cart placed in wrong location for pickup	3.22	\$100.00	\$85.00	\$125.00	YES
Collection cart interfering with traffic	3.23	\$100.00	\$85.00	\$125.00	YES
Insufficient space around collection cart for pickup	3.24	\$100.00	\$85.00	\$125.00	YES
Deposit hazardous materials in collection cart	3.26 (a)	\$200.00	\$150.00	\$250.00	NO
Deposit prohibit materials in collection cart	3.26 (b)	\$200.00	\$150.00	\$250.00	NO
Dispose of garbage outside collection cart	3.26 (c)	\$200.00	\$150.00	\$250.00	YES
Place materials into another specified cart	3.26 (d)	\$200.00	\$150.00	\$250.00	YES
Intentionally contaminate collection cart	3.26 (e)	\$200.00	\$150.00	\$250.00	NO
Scavenge materials out of collection cart	3.26 (g)	\$200.00	\$150.00	\$250.00	YES
Accumulation of liquid material in collection cart	3.26 (h)	\$200.00	\$150.00	\$250.00	YES
Willfully damage collection cart	3.26 (i)	\$300.00	\$200.00	\$350.00	NO

Fail to remove fallen debris from cart	3.26 (j)	\$200.00	\$150.00	\$250.00	YES
Leakage from vehicle	4.1	\$100.00	\$85.00	\$125.00	NO
Operation outside permitted hours	4.2	\$100.00	\$85.00	\$125.00	YES
Obstruct authorized person by:					
Providing false information	6.3 (a)	\$300.00	\$200.00	\$350.00	NO
Removal of Tag or Notice	6.3 (b)	\$300.00	\$200.00	\$350.00	NO
Obstruct investigation	6.3 (c)	\$300.00	\$200.00	\$350.00	NO
Contravention under bylaw	6.4	\$100.00	\$85.00	\$125.00	YES

This schedule was amended by Bylaw No. 2583, 2023