
CONTAMINATION MANAGEMENT POLICY

1. PURPOSE

This policy outlines the procedures and consequences related to contamination incidents occurring during municipal waste collection services conducted by municipal crews.

2. SCOPE

This policy applies to Council, District administration, waste collection municipal crews, and the public.

3. POLICY

Reducing contamination, as defined in the Waste Collections Bylaw No. 4012, including garbage and organics and particularly in the recycling stream, is key to maintaining the Master Services Agreement with Recycle BC. The collection vehicles may be equipped with monitoring tools to enable tracking of properties that are contributing to contamination. Any findings of contamination may result in the District taking the below enforcement actions to reduce contamination through an escalating series of stepped infractions. The same timing of incidents that escalate an owner or occupier of a dwelling unit through the below steps also applies to de-escalating through steps. For example, a dwelling unit at Step 3 may take four consecutive collection cycles without contamination to move down to Step 2.

The following are discretionary guidelines for the District's enforcement against owners or occupiers of dwelling units who have been found by the District to have contamination in their collection carts or containers. At any time, for any reason, and in their sole discretion, the Director may deviate from any of the below suggested enforcement steps or take any other enforcement steps available under the Waste Collection Bylaw or at law generally where contamination is discovered in a collection cart or container.

Step	Incident	Action
Step 1	First incident of contamination.	District staff will provide educational materials provided to the owner or occupier, which may include an "OOPS!" sticker along with educational materials and a door knocker for resident awareness.

Step 2	Second incident of contamination within four consecutive collection cycles of Step 1 engagement with the owner or occupier.	Direct engagement with the owner or occupier, which may include an in-person visit by District.
Step 3	Third incident of contamination within four consecutive collection cycles of Step 2 engagement with the owner or occupier.	A letter to the owner or occupier containing a warning, including implications for future non-compliance with this Policy.
Step 4	Forth incident of contamination within four consecutive collection cycles of Step 3 engagement with the owner or occupier.	• A temporary or permanent restriction on collection or all or some of the collection services; • A further warning, including implications for future non-compliance with this Bylaw.
Step 5	Fifth incident of contamination within four consecutive collection cycles of Step 4 engagement with the owner or occupier	• A temporary or permanent restriction on collection or all or some of the collection services • Fines or other monetary penalties

RELATED POLICIES & PROCEDURES

Waste Collection Bylaw No. 4012, 2025

APPROVAL HISTORY

WRITTEN BY: Shawn Cator, Director, Operations	APPROVED BY: Council	DATE: June 18, 2025
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