



**AGENDA**  
**City of Salmon Arm**  
**Development and Planning Services**  
**Committee**

**Monday, October 18, 2021**  
**8:00 a.m.**  
**Council Chambers, City Hall**  
**500 – 2 Avenue NE**  
**Salmon Arm, BC**

Page #	Item #	Description
	1.	<b>CALL TO ORDER</b>
	2.	<b>ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY</b> <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	3.	<b>REVIEW OF AGENDA</b>
	4.	<b>DISCLOSURE OF INTEREST</b>
	5.	<b>REPORTS</b>
1 - 10	1.	Zoning Amendment Application No. ZON-1221 [Gelineau, K. & P./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R-1 to R-8]
11 - 22	2.	Zoning Amendment Application No. ZON-1220 [Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8]
23 - 36	3.	Zoning Amendment Application No. ZON-1218 [City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone]
	6.	<b>PRESENTATIONS</b>
37 - 48	1.	G. Casselman, Waste Reduction Coordinator, and B. Van Nostrand, Team Leader, Environmental Health Services, Columbia Shuswap Regional Director – Solid Waste Management Program
49 - 70	2.	Director of Engineering & Public Works – Curbside Collection Program Update and presentation by J. Wilson, City Engineer and J. Mills, Engineering Assistant, City of Salmon Arm
	7.	<b>CORRESPONDENCE</b>
	8.	<b>ADJOURNMENT</b>

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To: His Worship Mayor Harrison and Members of Council

Date: September 24, 2021

Subject: Zoning Bylaw Amendment Application No. 1221

Legal: Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069  
 Civic Address: 1120 17 Avenue SE  
 Owner/Applicant: K. & P. Gelineau, M. Houghland & J. Padgham

### **STAFF RECOMMENDATION**

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069 from R1 (Single Family Residential) to R8 (Residential Suite Zone).

### **PROPOSAL**

To rezone a single family dwelling R1 (Single Family Residential Zone) property to R8 (Residential Suite Zone) in order to permit the development of a secondary suite within single family dwelling that is under construction.

### **BACKGROUND**

The subject property is located in the Byersview Subdivision in the Hillcrest neighbourhood (Appendix 1 & 2). The parcel is designated Residential Low Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North:	Single Family Residence	Zoned R1
South:	Single Family Residence	Zoned R1
East:	Single Family Residence & Suite	Zoned R1 & R8
West:	Single Family Residence	Zoned R1

The subject property is approximately 860.6m<sup>2</sup> in area. A 302m<sup>2</sup> (3253ft<sup>2</sup>) single family dwelling is under construction. The proposed basement suite is approximately 60m<sup>2</sup> (645ft<sup>2</sup>). The entrance to the proposed suite is on the west side of the building. Drawings provided in support of the rezoning application are attached as Appendix 5. Parking is to be provided onsite in the proposed driveway. The site plan shows a 3.0m wide easement along the west property line, the easement protects private sewer and storm connections for the upland property. The proposed development would not impact the easement area.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property has potential to meet the conditions for the development of a secondary suite, including sufficient space to meet the parking requirement.

### **COMMENTS**

#### **Engineering Department**

The Engineering Department has no concerns to the rezoning of this property.

Building Department

No concerns with the rezoning. The completion of the basement suite should be compliant with BC Building Code. A Building Permit for the construction of a single family dwelling with an unfinished basement is under review, should the rezoning be approved a separate Building Permit application would be required for the completion of the basement.

Fire Department

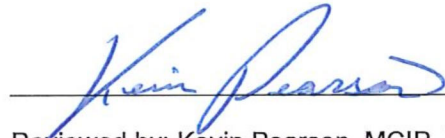
No concerns.

Planning Department

The conversion of a portion of the basement into a secondary suite is supported by the previously mentioned OCP policy and the proposed layout of the unit is compliant with zoning requirements, including an additional off-street parking space for the suite. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

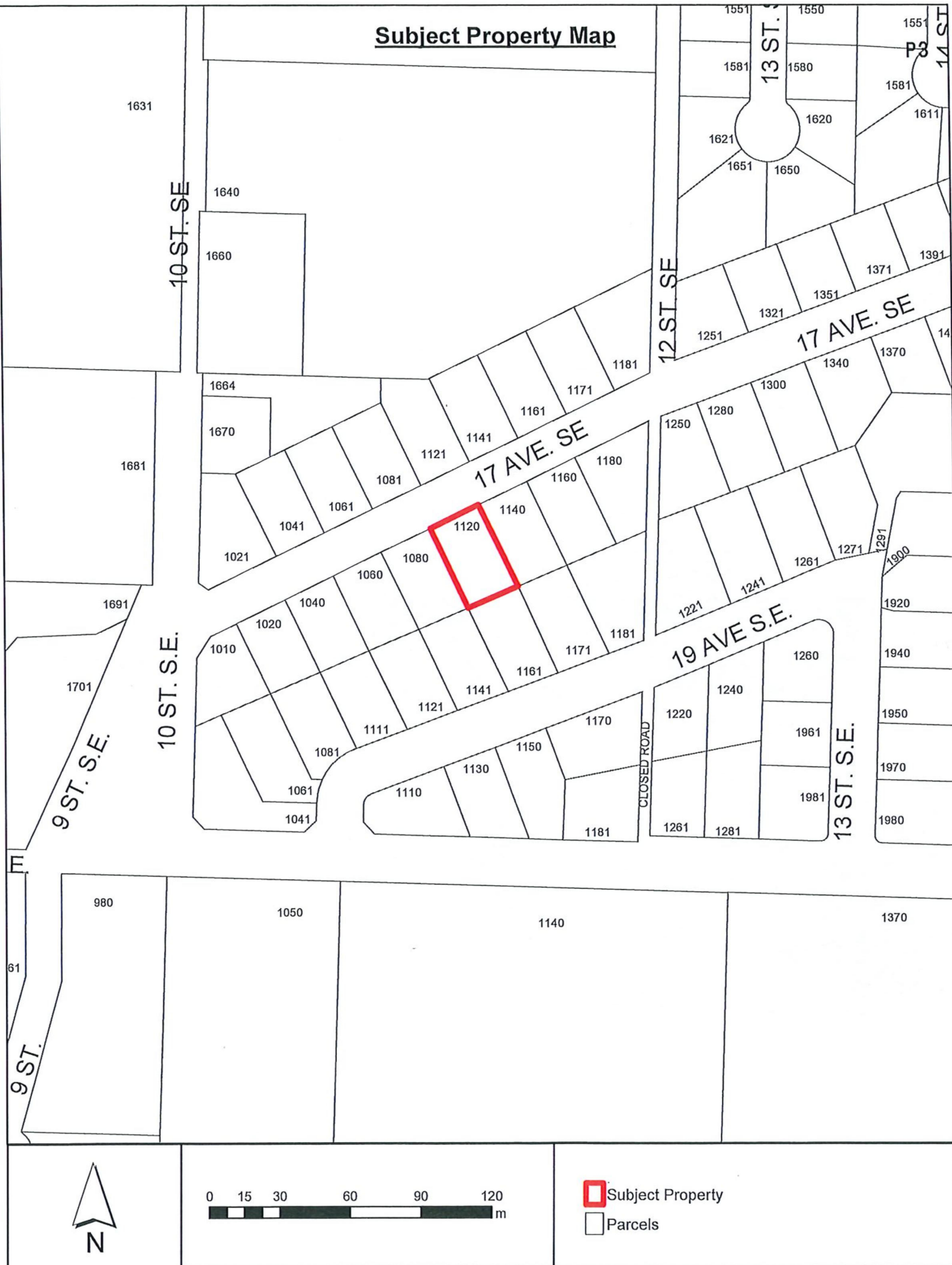


Prepared by: Melinda Smyrl, MCIP, RPP  
Planner III



Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services

## Subject Property Map







OrthoMap

1161

1141

1121

1081

1061

17 AVE. SE

1100

1140

1120

1080

1060

1171

1161

1141



1121

1111

1170



Ortho Photo Date: 2021

-  Subject Property
-  Parcels



**OCP Map**

The map displays a residential area with the following streets and features:

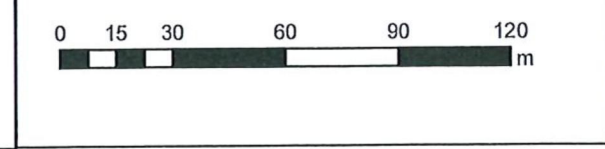
- Streets:** 9 ST. S.E., 10 ST. S.E., 10 ST. SE, 12 ST SE, 13 ST. S.E., 13 ST., 17 AVE. SE, 19 AVE S.E., and a CLOSED ROAD.
- Property Parcels:** Numerous parcels are outlined in black, each labeled with a number (e.g., 1631, 1640, 1660, 1681, 1691, 1701, 1010, 1020, 1040, 1060, 1080, 1100, 1110, 1120, 1130, 1140, 1150, 1160, 1170, 1180, 1181, 1220, 1240, 1260, 1280, 1300, 1320, 1340, 1370, 1390, 1400, 1420, 1440, 1460, 1480, 1500, 1520, 1540, 1560, 1580, 1600, 1620, 1640, 1660, 1680, 1700).
- Subject Property:** A red rectangle highlights the parcel labeled 1120.
- Acres Reserve:** A large green shaded area at the bottom of the map, labeled with numbers 980, 1050, 1140, and 1370.
- Residential - Low Density:** The yellow background of the map represents this zone.

**Legend:**

- Subject Property (Red rectangle)
- Acres Reserve (Green shaded area)
- Parcels (Black outline)
- Residential - Low Density (Yellow background)

**Scale:** 0 15 30 60 90 120 m

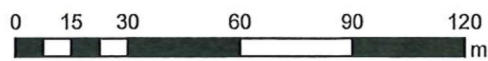
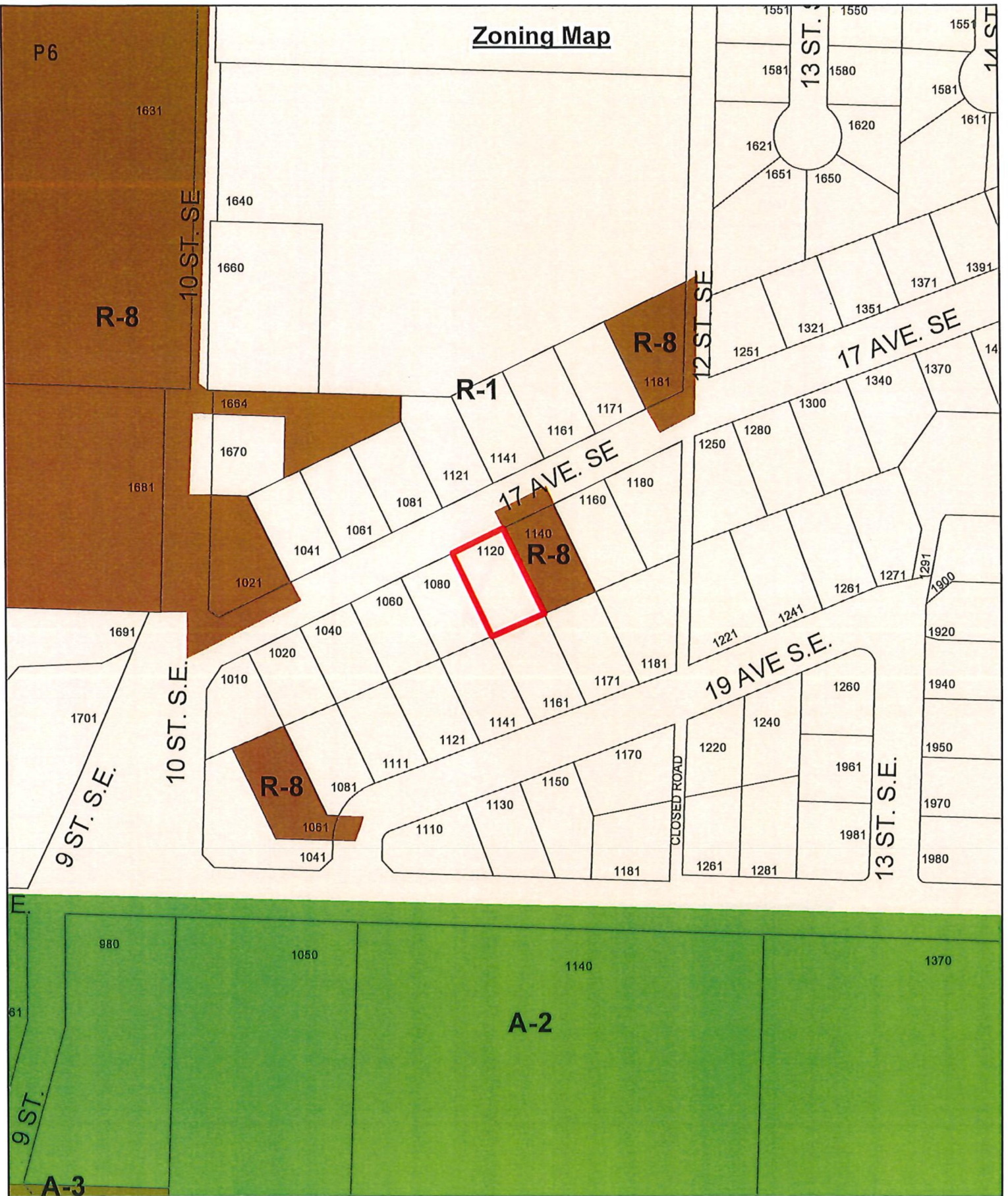
**North Arrow:** N



-  Subject Property
  Acreage Reserve  
 Parcels
  Residential - Low Density

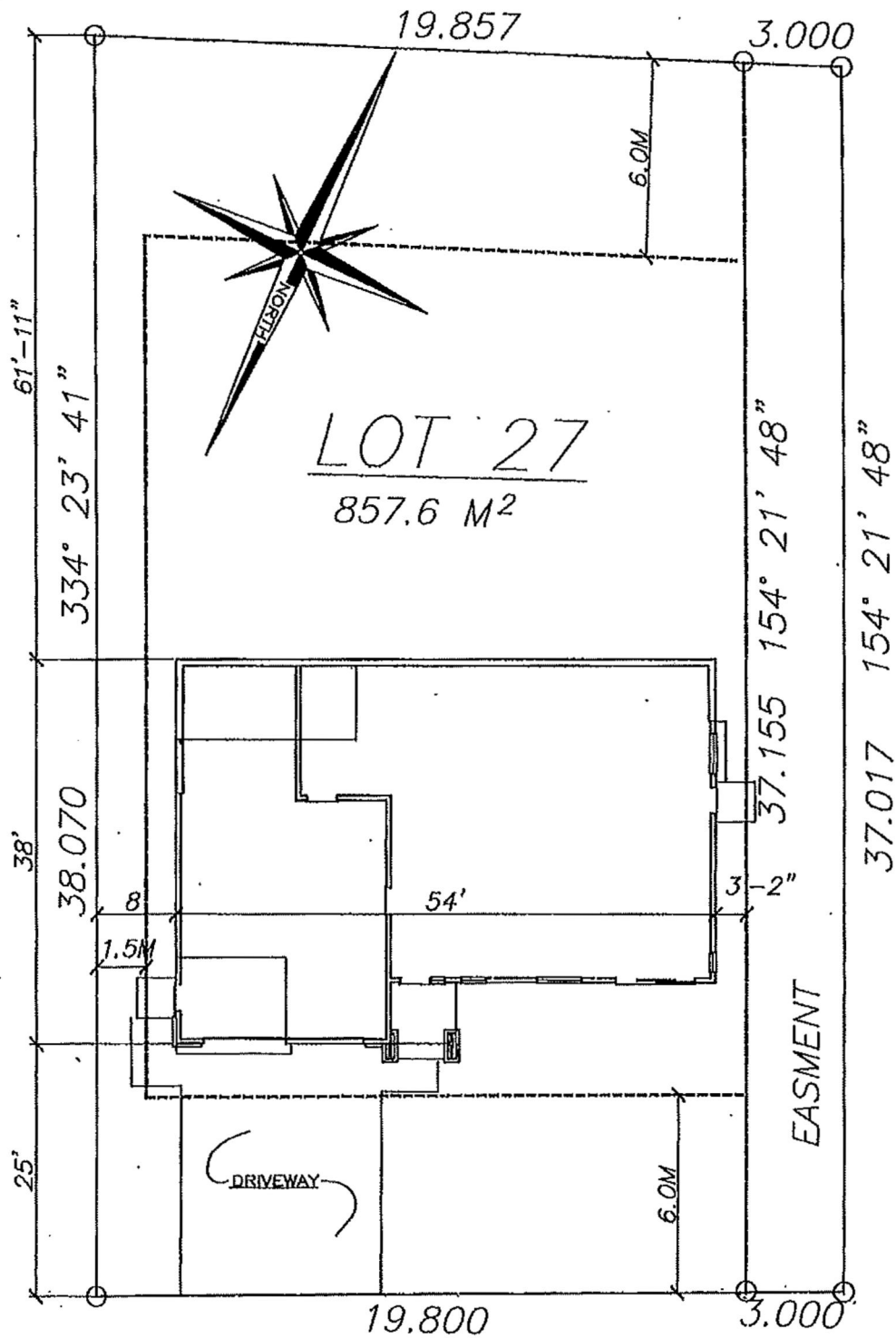


# Zoning Map



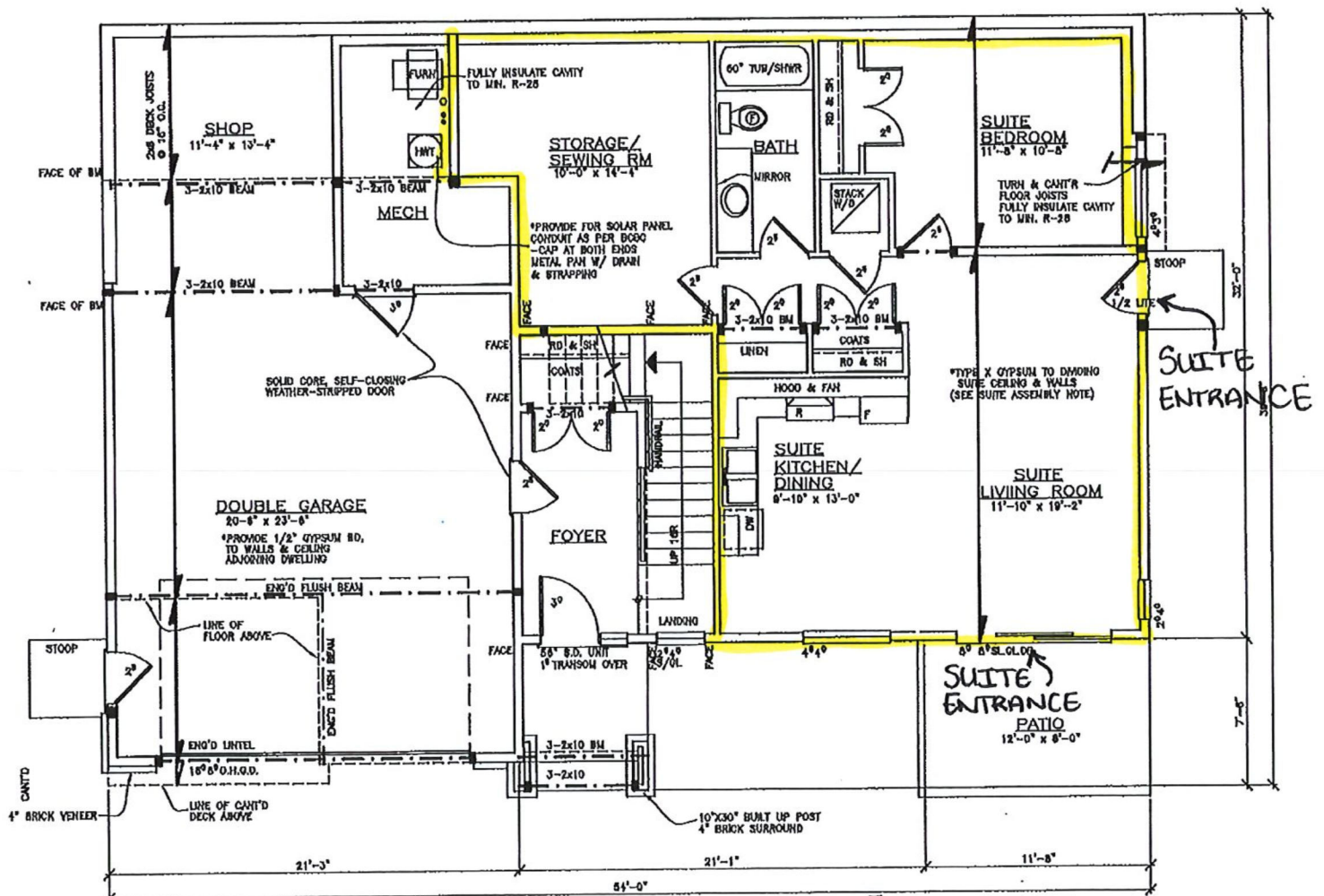
- Subject Property
- A-2
- R-1
- Parcels
- A-3
- R-8





17TH AVE SE

# Basement Suite Plan



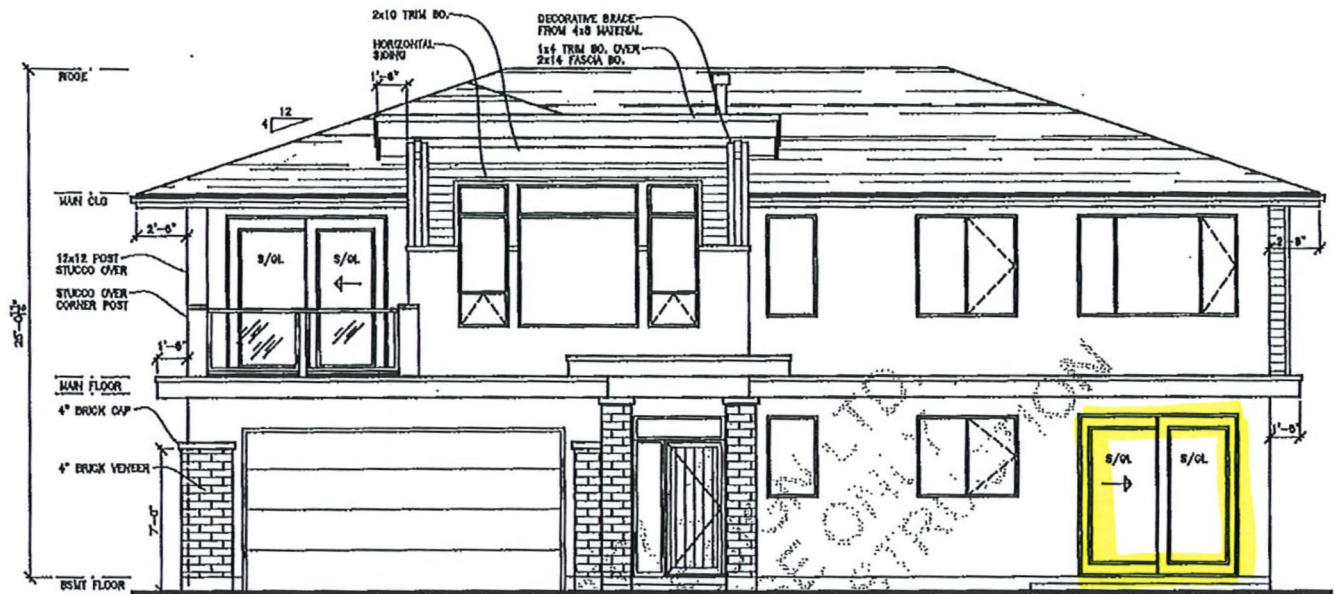
## BASEMENT FLOOR PLAN

FINISHED AREA = 175 SQ. FT.  
 SUITE AREA = 644 SQ. FT. (INCLUDING MECH.)  
 GARAGE AREA = 776 SQ. FT. (INCLUDING MECH.)  
 9' 0-3/4" CLG.



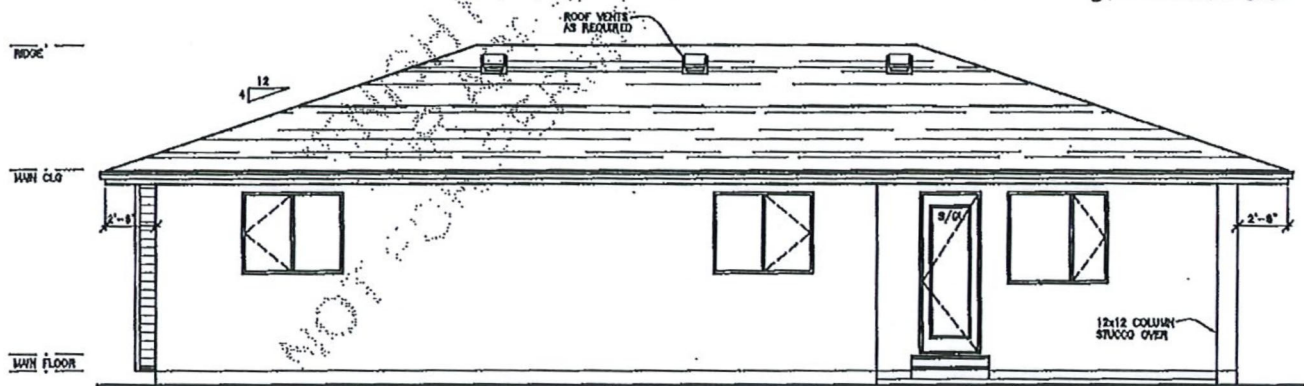
COPYRIGHT  
 JENISH HOUSE DESIGN LIMITED

SECONDARY SUITE WALL AND CEILING ASSEMBLIES  
 (30 MINUTE FIRE RATING & 43 STD.)  
 CEILING: 30 MINUTE FIRE RATING & 43 STD. RATING

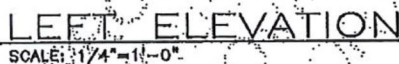


FRONT ELEVATION

SUITE  
ENTRANCE



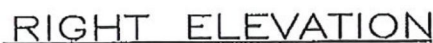
REAR ELEVATION



SCALE: 1/4"=1'-0"

**NOTE:**  
GLASS AREA MAY NEED TO BE  
REDUCED DUE TO LIMITING DISTANCE.  
CONFIRM WITH LOCAL BY LAWS &  
BUILDING CODE.

SUITE ENTRANCE



SCALE:  $1/4"=1'-0"$



To: His Worship Mayor Harrison and Members of Council

Date: October 6, 2021

Subject: Zoning Bylaw Amendment Application No. 1220

Legal: Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687  
 Civic: 1450 – 13 Avenue SE  
 Applicant: Karras, S. & Tucker, H.

### **STAFF RECOMMENDATION**

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

### **PROPOSAL**

The subject parcel is located at 1450 – 13 Avenue SE (Appendix 1 and 2), is approximately 0.5 acres (2,000 square metres) in area, and contains an existing single family dwelling. This proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit future subdivision, as well as the potential for the construction and use of *secondary suites* on the existing and new proposed parcels. Although at this time, there is no subdivision proposal and no building plans, the existing and proposed parcels could easily meet the conditions for a *secondary suite* or a *detached suite*.

### **BACKGROUND**

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The 0.5 acre subject parcel contains an existing single family dwelling. The parcel is located in the Hillcrest neighbourhood, an area largely comprised of R-1, and R-8 zoned parcels containing single family dwellings. There are presently 25 R-8 zoned parcels within the vicinity of the subject parcel.

In terms of a future subdivision scenario, staff note that a minimum parcel area of 700 square metres is required under the R-8 Zone to allow for a *detached suite* on a parcel without a lane or second street frontage (a parcel with a second street frontage would require a minimum parcel area of 465 square metres to allow for a *detached suite*). The minimum parcel area permitted in the R-8 Zone is 450 square metres and would allow for a *secondary suite*.

Site photos are attached as Appendix 5.

#### *Secondary Suites*

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property as well as the proposed parcels all have potential to easily meet the conditions for the development of a *secondary suite* (or *detached suite*), including sufficient space for an additional off-street parking stall.

COMMENTSEngineering Department

No objections to the proposed rezoning. Future development will require service and works upgrades. Comments attached as Appendix 6.

Building Department

A Building Permit application is required to create a *secondary suite*.

Fire Department

No concerns.

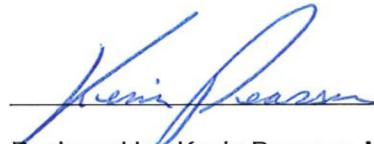
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development (and subdivision) with more than sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking.

Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.

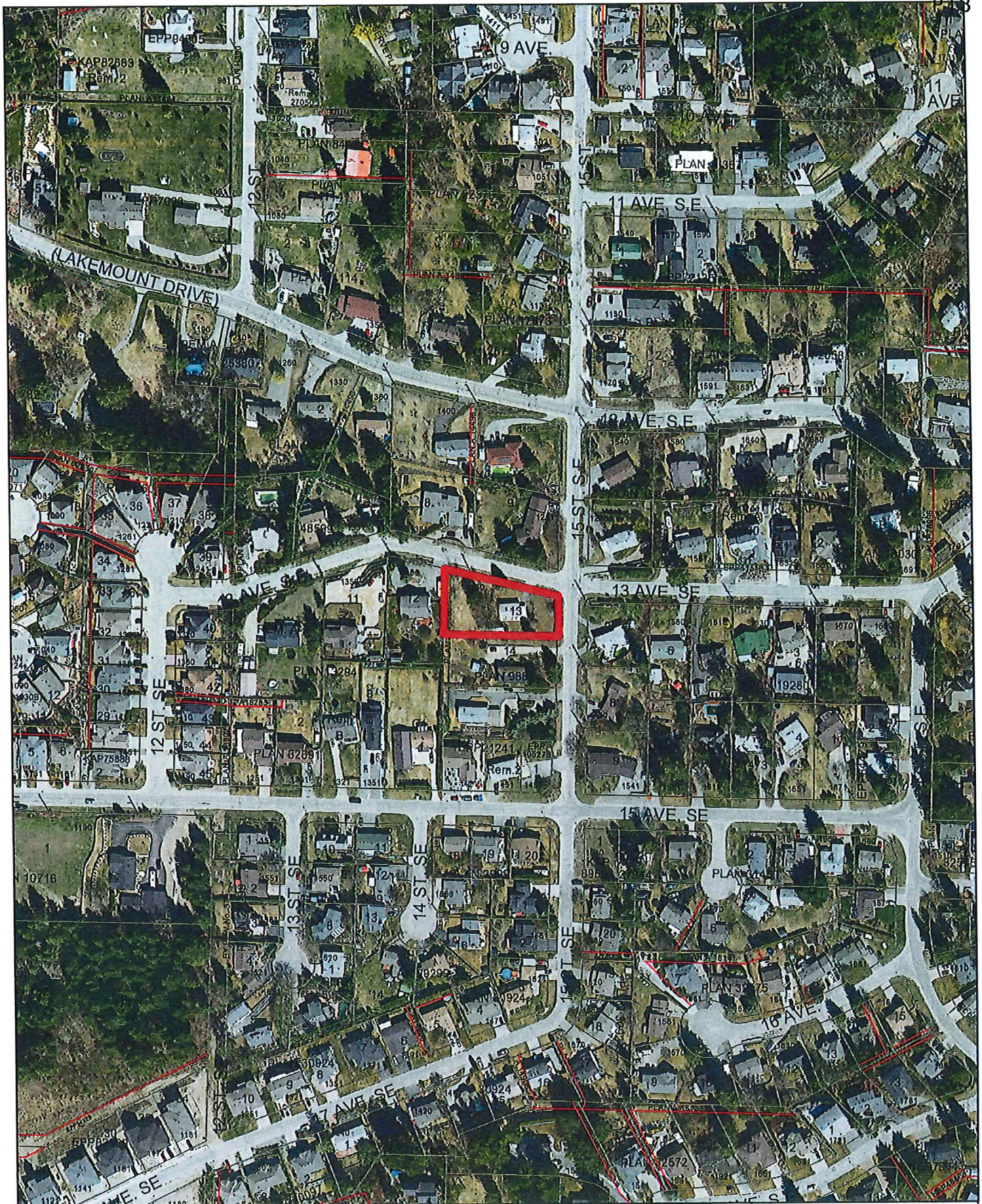


Prepared by: Chris Larson, MCIP, RPP  
Senior Planner



Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services

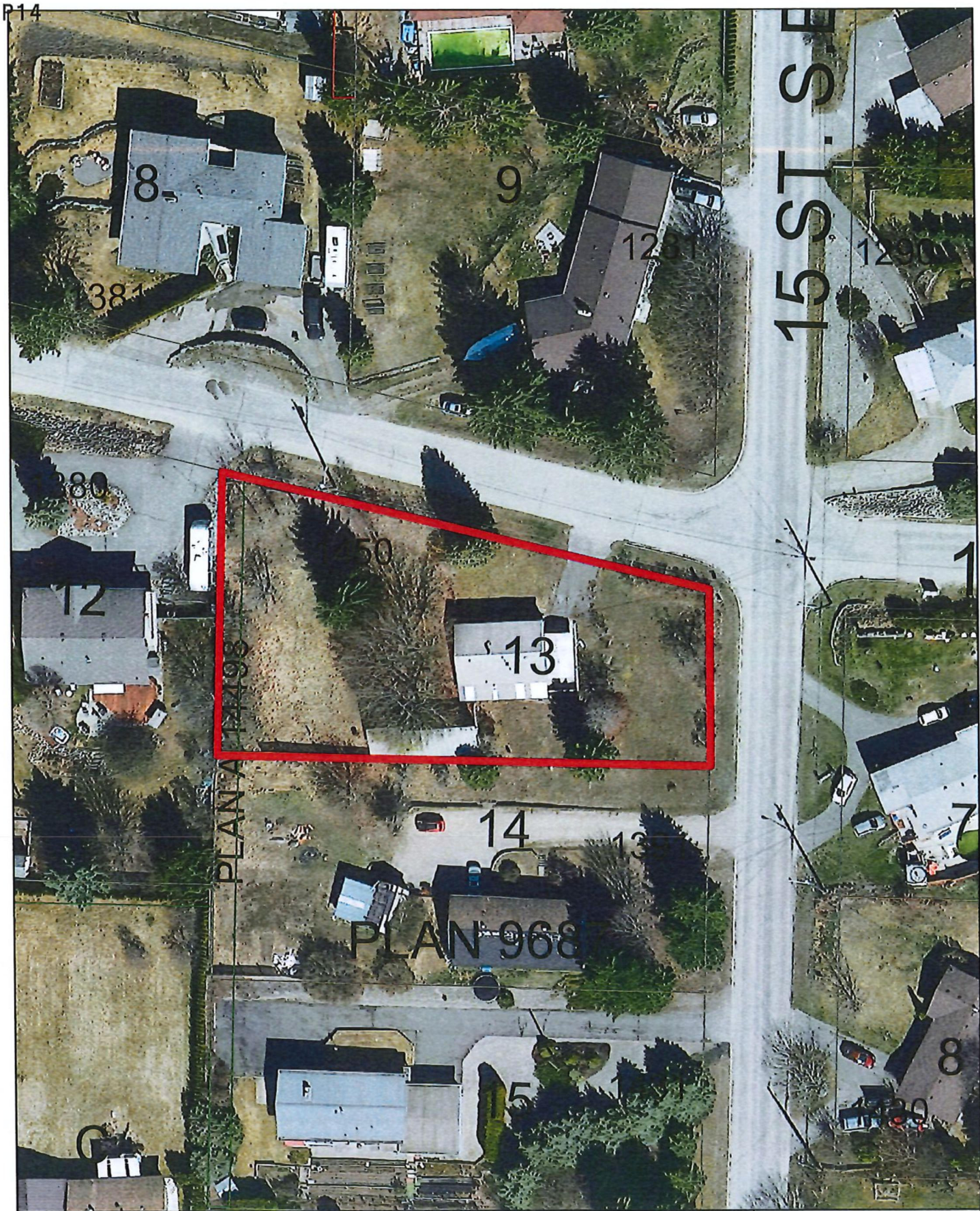




Subject Parcel



P14

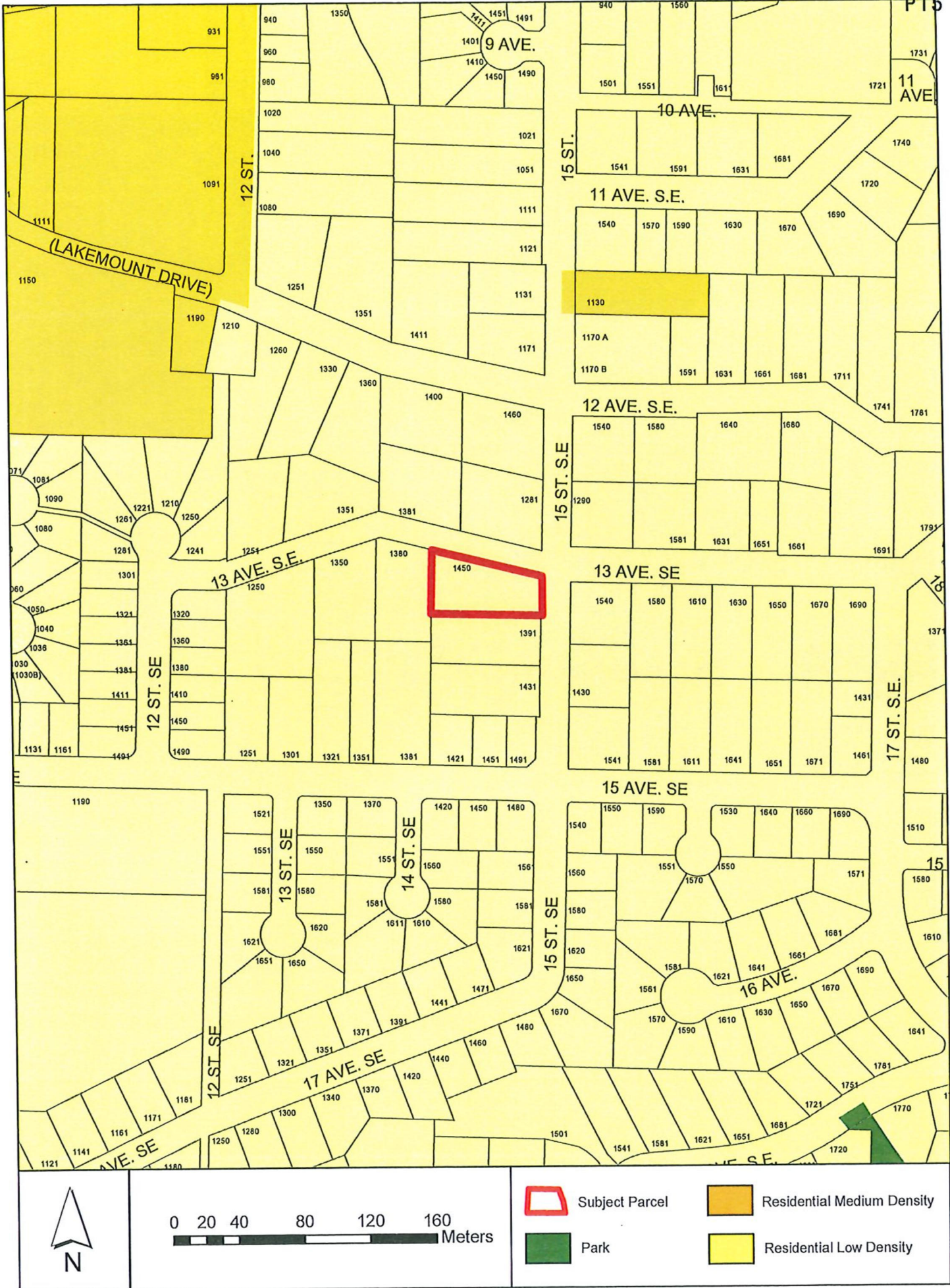


0 5 10 20 30 40 Meters



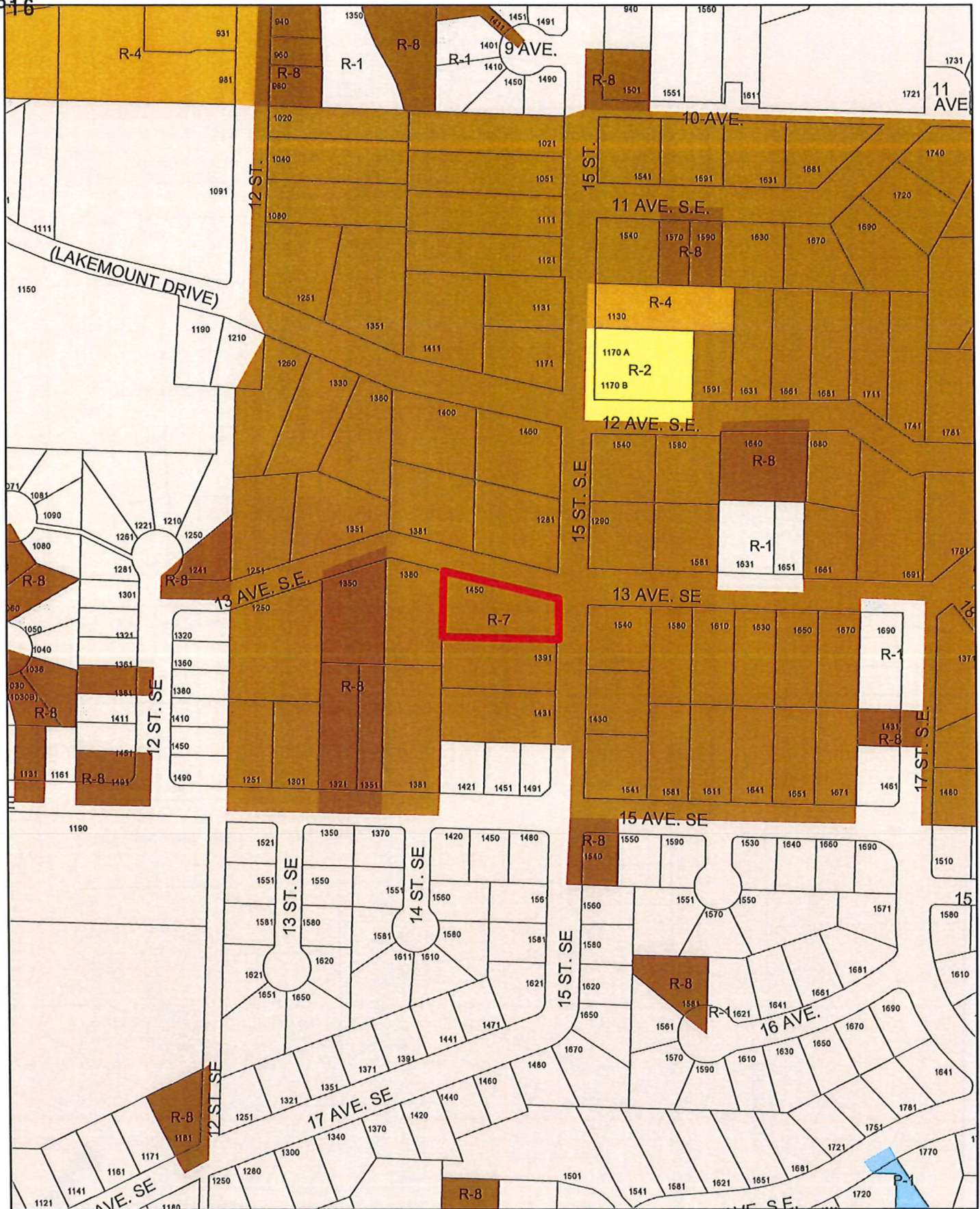
Subject Parcel







P16



0 35 70 140 210 280 Meters



Subject Parcel





View of subject property southeast from 13 Avenue SE.



View of subject property south from 13 Avenue SE.



View of subject property southwest from 13 Avenue SE.

**CITY OF  
SALMON ARM**

Appendix 6: Engineering Comments  
 DEVELOPMENT SERVICES DEPARTMENT  
 Box 40, 500 - 2 Avenue NE,  
 Salmon Arm, BC, V1E 4N2  
 Phone: 250-803-4010 // FAX: 250-803-4041

**TO:**

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)  
 PLANNING AND DEVELOPMENT OFFICER (Chris)  
 PLANNING AND DEVELOPMENT OFFICER (Melinda)  
 MANAGER OF PERMITS & LICENSING (Maurice)  
 FIRE DEPARTMENT (Brad)  
 ENGINEERING & PUBLIC WORKS DEPARTMENT  
 MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)  
 BC HYDRO, via email utilities group  
 FORTISBC, via email utilities group  
 TELUS, via email utilities group  
 SHAW CABLESYSTEMS, via email utilities group


 SUBMIT FORM


 PRINT

**REFERRAL:** ZONING AMENDMENT APPLICATION FILE NO. ZON - 1220

**DATE:** September 2, 2021

**OWNER:** Karras, S. & Tucker, H.

**APPLICANT/AGENT:** Owner

**LEGAL:** Lot 13, S.12, T.20, R.10, W6M, KDYD, Plan 9687

**CIVIC:** 1450 13 Avenue SE

**PROPOSAL:**

Amend Zoning from R-7 to R-8 to enable future subdivision with potential development of secondary suites.

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OCP Designation: Low Density Residential  
 OCP Designation Request: N/A  
 Development Permit Area: N/A  
 Current Zoning: R7 (Large Lot Single Family Residential)  
 Proposed Use: R8 (Residential Suite)  
 ALR: No  
 Previous Files: N/A  
 Associated File: N/A

Planner Assigned to File: Chris Larson

Please return your comments to [planning@salmonarm.ca](mailto:planning@salmonarm.ca) at a suitable time, ideally, within 14 days in a separate e-mail returned with this form or on the response form provided.

Thank you.

COMMENTS for ZON – 1220:

-No engineering concerns with rezoning.  
 -Any future development increasing water demand will require an upgrade of the existing water service to 1", as per the Subdivision and Development Servicing Bylaw. Contact Matt Gienger, Engineering Assistant for more details.  
 -Subdivision will trigger full works and service upgrades (Engineering comments to follow)

SIGNATURE & DEPARTMENT:



DATE:

Sept 27 2021



*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
DATE: October 5, 2021  
PREPARED BY: Matt Gienger, Engineering Assistant  
APPLICANT: Karras, S. & Tucker H.  
OWNER: Karras, S. & Tucker H.  
SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1220  
LEGAL: Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687  
CIVIC: 1450 13 Avenue SE

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Further to your referral dated September 2, 2021, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any subdivision or development proceeding to the next stages:**

**Engineering Department does not have any concerns related to the Re-zoning and recommends that they be approved.**

**General:**

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement and relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

9. For the on-site development, prior to commencement, the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.
10. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / development approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.
11. The responsibilities and requirements within this memo assume that the subject parcel is equal to or larger than 1800m<sup>2</sup> after road dedication and subdivision is not exempt from full works and services, as per SDSB 4163 Exemption 5.4. If it is found that the parcel does qualify for this exemption, proof of these findings will be required from a BCLS and the requirements of this memo will be amended accordingly.

**Roads / Access:**

1. 15 Street SE, on the subject property's eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that approximately 2.33m of additional road dedication is required (to be confirmed by a BCLS).
2. 15 Street SE is currently constructed to a Local Road standard in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, street lighting. Owner / Developer is responsible for all associated costs.
3. 13 Avenue SE, on the subject property's northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that approximately 2.38m of additional road dedication is required (to be confirmed by a BCLS).
4. 13 Avenue SE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, street drainage and underground hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of 15 Street SE and 13 Avenue SE.
7. Only one (1) driveway access per parcel will be permitted onto either 13 Avenue or 15 Street SE. All letdowns to be a maximum of 8.0m wide or 50% of parcel frontage, whichever is less. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

October 5, 2021

Page 3

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8. As per Greenway Strategy and Official Community Plan, there are no additional pathways planned for 13 Avenue SE or 15 Street SE.

**Water:**

1. The subject property fronts a 250mm diameter Zone 4 watermain on 13 Avenue SE. No upgrades will be required at this time.
2. The subject property fronts a 150mm diameter Zone 5 watermain on 15 Street SE. No upgrades will be required at this time.
3. Records indicate that the existing property is serviced by an undersized water service from the 250mm diameter watermain on 13 Avenue SE. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The proposed parcels are each to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Owner / Developer is responsible for all associated costs. Water meter will be supplied by the City at the time of building permit, at the building permit applicant / owner's cost.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Existing fire hydrant at the intersection of 13 Avenue and 15 Avenue SE provides adequate coverage for the low density residential zoning (150m spacing).

**Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer on 15 Street SE. No upgrades will be required at this time.
2. The subject property fronts a 150mm diameter sanitary sewer within the ROW on the western extent of the property. Upgrading this sanitary sewer to 200mm diameter within the ROW is required. A 100% cash in lieu payment towards future upgrading will be required. Owner / Developer is responsible for all associated costs.
3. The subject property does not front a sanitary main on 13 Ave SE. As all adjacent lots are serviced from other locations, and future development is not anticipated to require a sani main on 13 Avenue SE; therefore, no upgrades will be required at this time.
4. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.



**ZONING AMENDMENT APPLICATION FILE NO. ZON 1220**

October 5, 2021

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5. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
6. Records indicate that the existing property is serviced by an unknown size service from the sanitary sewer within ROW on western extent of property. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**


1. The subject property fronts a 250mm diameter storm sewer on 15 Street SE. No upgrades will be required at this time. Because of the elevation of this main above the proposed parcel, connection is not anticipated to be possible and/or feasible, subject to the findings of the ISMP.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
3. The subject property does not front on an enclosed storm sewer system on 13 Avenue SE. Because of known drainage issues in the area, construction and connection of storm main on 13 Avenue SE is planned, and cash-in-lieu will be required for the future installation of a 250mm storm main within the property's frontage. Owner / Developer is responsible for all associated costs.
4. Because of the lack of Storm nearby storm infrastructure that the development could reasonably connect to, site drainage is expected to be by a Ground Discharge system with covenants on titles, subject to Geotech report and Engineer's ISMP. Drainage issues related to building construction to be addressed at time of Building Permit application and to meet requirements of the Building Inspector.
5. Records indicate that the existing property is not serviced by City storm infrastructure.

**Geotechnical:**

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design), Category B (Pavement Structural Design), is required.



**Matt Gienger**  
Engineering Assistant



**Jenn Wilson P.Eng., LEED® AP**  
City Engineer

# CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: October 13, 2021

Subject: Zoning Bylaw Amendment Application No. 1218  
Addition of Dormitory Use to the P3 Zone

Applicant: City of Salmon Arm

## STAFF RECOMMENDATION

**THAT:** A Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

1) Section 2 – Definitions

Add the following definition:

***DORMITORY*** means a *building* or portion thereof in which *sleeping units* are provided and/or rented for occupancy by students and/or staff members affiliated with a college, university, school, religious order, hospital or similar institution. A dormitory may contain communal dining facilities and self-contained *dwelling units*.

2) Section 27 – P-3 – Institutional Zone

Add a subsection to section 27.3 – Permitted Uses – and renumber the balance accordingly;

.5 *dormitory*

**AND THAT:** Final reading be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure.

## PROPOSAL

To amend the Zoning Bylaw to include *dormitory* as a permitted use in the P3 (Institutional Zone) in order to facilitate construction of student housing at Okanagan College (OC presentation attached as Appendix 1). The Development Services Department is initiating this Zoning Bylaw amendment on behalf of OC but also as a benefit to the community as a whole.

## BACKGROUND

Earlier this year, the provincial government announced funding to create a total of 376 new student housing units for BC's Southern Interior. Of these units, 60 beds are proposed for Salmon Arm's OC campus where there is currently no designated student housing. Construction of the building is expected to begin next summer and completed in the winter of 2024.

On June 24, 2021 City staff met with representatives of OC and their construction team, Faction Projects Inc. The idea was introduced similar to the materials in Appendix 1. At that meeting, staff verified that no Development Permit is required as institutional developments are technically exempt pursuant to the *Local Government Act*.

The current P3 zoning regulations are to be adhered to in terms of setbacks, site coverage, maximum building height, parking etc. Inclusion of the new use *dormitory* into the P-3 zone is needed, and that is the purpose of the proposed amendment. And further, as a way to assist this proposal, staff offered to initiate this amendment without an application from OC.

OC and Faction Projects Inc. committed to consult with City Council and adjacent neighbourhood (i.e. within the City's 30 m notification radius) on their development plans at various steps. Because of the design-build nature of the development proposal, detailed drawings cannot be produced at this time.

Salmon Arm's OC campus is located at 2552 10 Avenue NE (Appendices 2 and 3). This property is designated "Institutional" in the City's Official Community Plan (OCP) and zoned Institutional (P3) in the Zoning Bylaw (Appendices 4 and 5). P3 regulations attached as Appendix 6.

OC is located in an area with a variety of community amenities including Shuswap Transit, SASCU Recreation Centre, Salmon Arm Curling Club, Shuswap Outpatient Laboratory, as well as a variety of commercial uses. Land uses directly adjacent to the subject properties include the following:

North:	SASCU Recreation Centre, Salmon Arm Curling Club, and various highway commercial uses	Zoned P1, C3, and C6
South:	Single family residential	Zoned R1 and CD7
East:	Riparian area, 28 Street NE, medium density and single family residential	Zoned P1, R4, and R1
West:	Turner Creek and Trail, 24 Street NE, medium density and single family residential	Zoned P1, R4, and R1

## ANALYSIS

The Zoning Bylaw does not include a use that encompasses dormitory-style housing for institutional uses. The P3 zone permits *education/training facilities*; however, this definition applies specifically to rooms and lecture halls used solely for educational and training purposes. This means on-campus student housing, boarding schools, or staff housing for most institutional uses are not in the P3 zone.

Housing affordability and a lack of available rental housing are challenges affecting communities throughout the Province and Salmon Arm is no exception. This trend is creating obvious challenges to those looking to move to the city for post-secondary education at OC, and possibly on the College's enrollment.

The amendment would provide an alternative type of housing not only for OC, but also for other institutional developments in the City (Shuswap Lake General Hospital and other education facilities, for example) which may one day have a need for similar housing.

In terms of the OC Salmon Arm campus, the site selected for the dormitory was carefully chosen to be as far away as possible from neighbouring residential developments. Surmountable challenges related to parking, trail and pedestrian connectivity and transit are alluded to further on in this report.

## Definition

Looking to other BC municipalities, most include *dormitory* use under their definition of education facility or as an accessory use to an education facility. Allowing such as a principle use will create greater flexibility, allow for a greater building height (12 m maximum instead of 6 m), and provide for a higher density development.



### *OCP Policies*

Policy 15.3.11 shows general support for expansion and relocation of all or part of OC campus. More broadly, the OCP encourages working with regional partners to tackle social issues including affordable and accessible housing (Policy 15.3.22.g).

### *Community Housing Strategy*

The proposal and initiative aligns positively with recommendations of the City's Community Housing Strategy.

### *Development Permit*

Staff note that a development permit is not required for institutional uses. Since this application is not a rezoning for this specific property, but rather a text amendment to allow for *dormitory* use on all P3 zoned properties, detailed design drawings of this proposal are not required.

### *Riparian Areas Protection Regulation*

There are several ponds and watercourses within and near the subject property. The closest pond on the adjacent lot to the east would be setback > 30 m from the footprint of the proposed building site. Furthermore, institutional developments are not typically subject to RAPR.

### *Parking*

*Dormitory* use already has a very forgiving parking requirement established in our Zoning Bylaw of 1 space per 5 beds. OC believes the existing parking requirement for *dormitory* use is sufficient.

There are approximately 112 parking stalls on the OC property of which 25 stalls would be lost to the proposed building site. The college has an agreement with the City dating back to 1993 wherein OC is permitted to use 40 stalls on the neighbouring Recreation Centre property. This agreement expires in 2035.

The first two rows of parking on the Recreation Centre lot amount to just over 40 stalls; meaning a net stall count of 127. A total of 32 stalls are required for the OC's floor area and the 60 bed Dormitory. The deficiency of 5 stalls can be added to the existing parking lots within the OC site.

### *Transit*

The OC site and Recreation Centre have 7 transit stops within and around the perimeter streets for the No. 2 College / Hillcrest route (see Appendix 7). One transit stop at the entrance to the college building would be lost due to the proposed building site, as that loop would likely need to be closed. BC Transit, OC and City staff will examine this matter when the site and construction plans are ready.

### *Trail and Access*

The Turner Creek Trail traverses the OC property informally as shown on the map in Appendix 7; that is without any registered easement or right of way. The College has allowed this pedestrian and cycle passage. As well, there is no formal access easement between the OC property and the City's Recreation Centre property. Ideally, statutory rights of ways for both pedestrian and vehicular access should be negotiated and executed at the construction stage.

### *Servicing and DCCs*

OC has been made aware of the basic servicing requirements that would be triggered at the time of Building Permit. It has agreed to widen the statutory right of way for drainage from 3.0 m to 6.0 m. Some frontage improvements are required. As for development cost charges, the plan is to have units less than 29 m<sup>2</sup>, which would exempt each of those units from DCC payment pursuant to the *Local Government Act*.

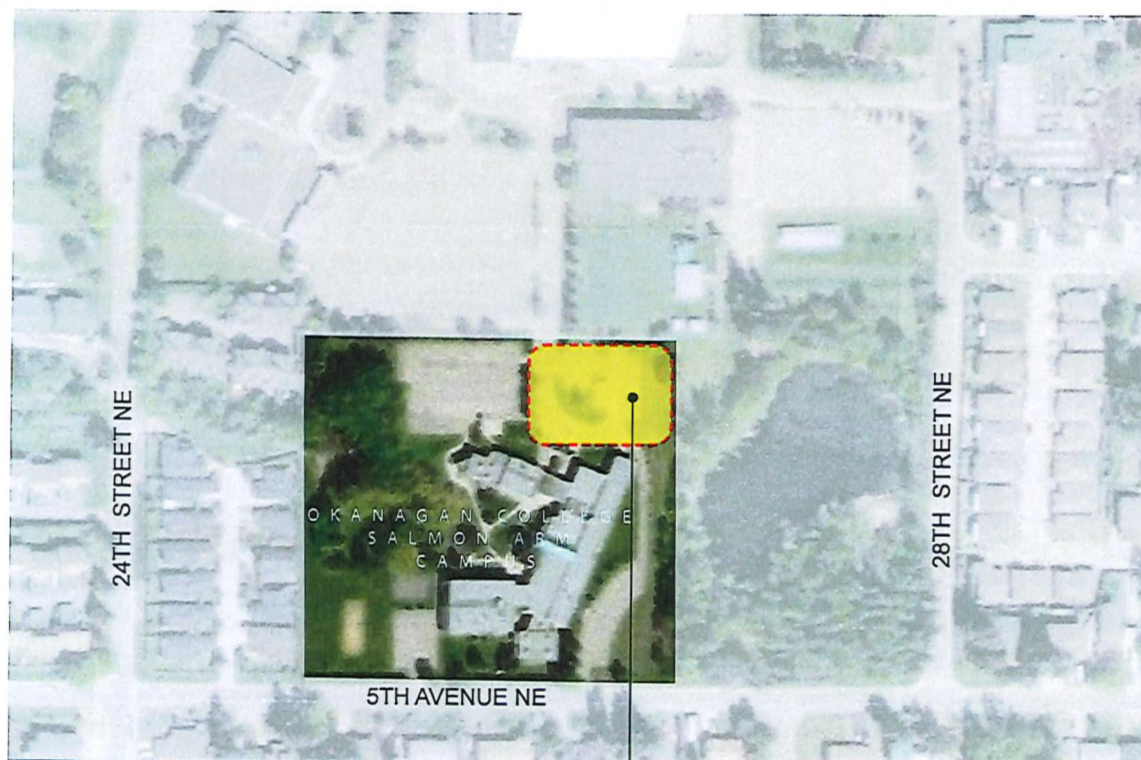
CONCLUSION

Adding *dormitory* as a permitted use under the P3 zone will certainly benefit OC and has the potential to benefit other institutional developments. Staff are in support of this Zoning Bylaw amendment as a mechanism to encourage more affordable and diverse housing options in Salmon Arm. The proposed siting of the OC *dormitory* would appear to be the best fit in context of the adjacent residential developments.

  
\_\_\_\_\_  
Kevin Pearson, MCIP, RPP  
Director of Development Services



## SALMON ARM CAMPUS STUDENT HOUSING



PROPOSED PROJECT LOCATION

### CONTEXT

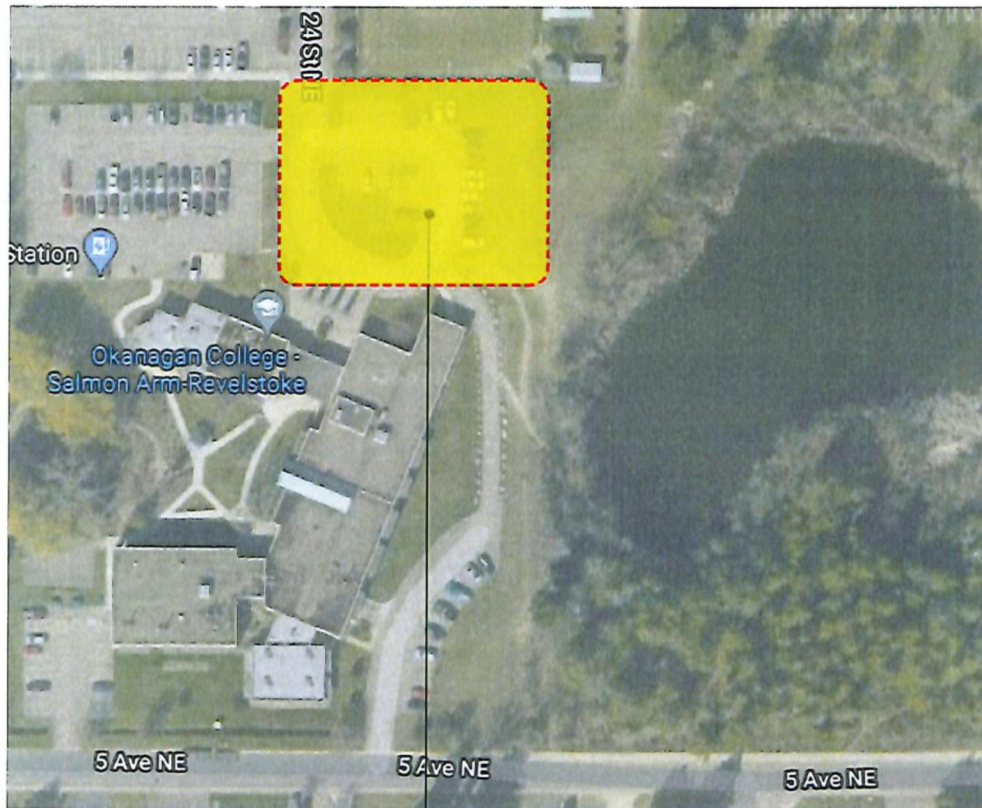
On March 5th, 2021, the Provincial Government announced an important student housing initiative that will see 376 more beds added to the Okanagan College student housing stock, 60 of these beds will be located at the 2552 10th Avenue NE Salmon Arm Campus.

This announcement is the culmination of three years of project and proposal development and drew the support of many community organizations and individuals. It is the largest single capital commitment from the province that Okanagan College has received since 2005.

The goal of the project is to help address housing issues in the region, support Okanagan College's goal of reducing its carbon footprint, increase access to post-secondary education and contribute to economic development in the local community.



## Project Summary and Milestones



PROPOSED PROJECT LOCATION

### PROJECT SUMMARY

- 60 Beds + Amenity & Support Spaces
- 4 Storey
- Access Road & Surface Parking
- Mass Timber Construction
- BC Energy Step Code Level 4
- Design-Build (DB) Project Delivery

### PROJECT MILESTONES

- DB RFQ: Fall 2021
- DB RFP: Winter 2021 / 2022
- DB Design Completion: Spring 2022
- Construction: Summer 2022 to Winter 2023 / 2024
- Occupancy Winter 2024

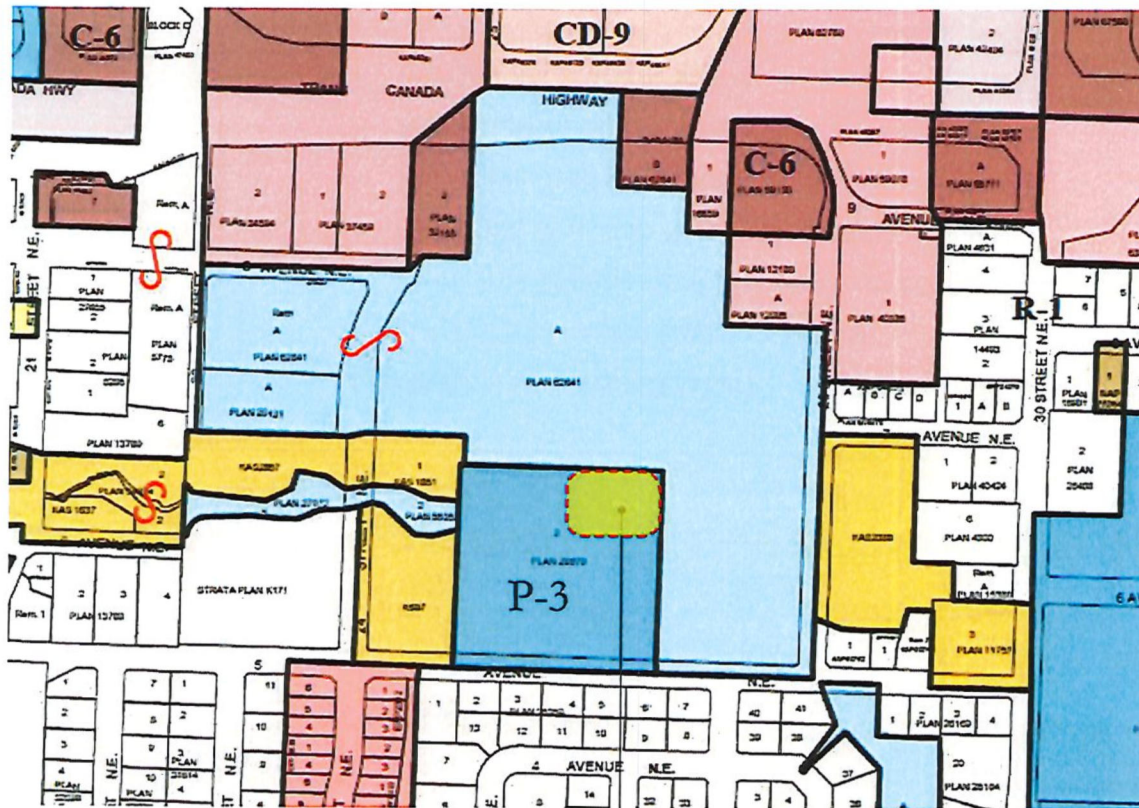
### COMMUNITY ENGAGEMENT

- 2019 AEST Student Housing Survey
- Municipal Engagement (Salmon Arm Economic Development, City of Salmon Arm & Columbia Shuswap Regional District)
- Municipal Staff Consultation
- Neighbourhood Updates
- Indigenous Student Survey

### INDIGENIZATION PRINCIPLES

- Seek to interweave Indigenous knowledge, culture, art and awareness.
- Create an inclusive and welcoming living and learning environment.
- Support all students in completing their educational journeys.

## Zoning Summary and Approvals Process



PROPOSED PROJECT LOCATION

### ZONING SUMMARY

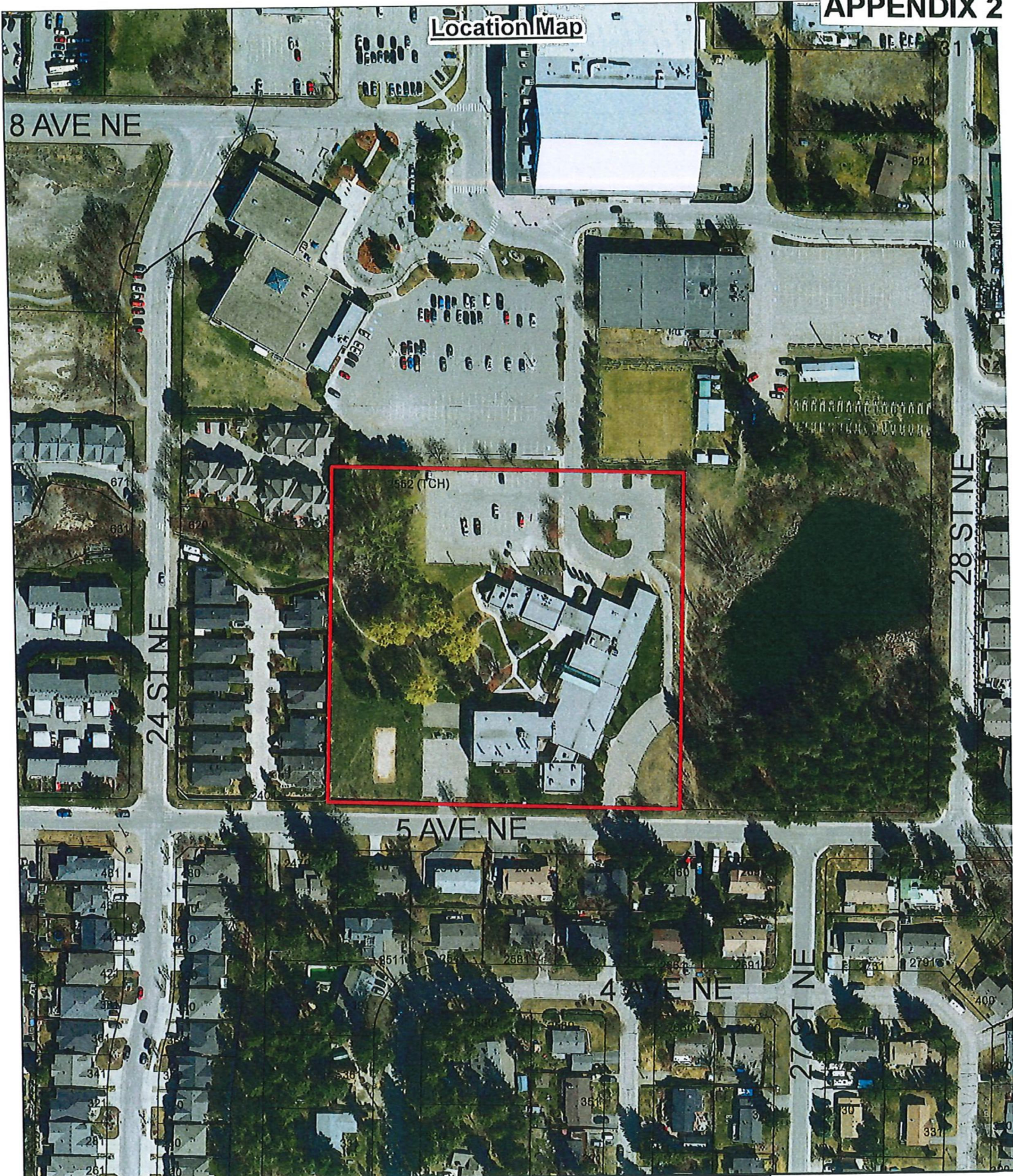
- **Zone:** P3 - Institutional
- **Purpose:** To provide a zone for uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature
- **Primary Use:** Educational Facility
- **Secondary Use:** Accessory Use
- **Maximum Height:** 12.0m

### APPROVAL PROCESS

- **Municipal Staff** driven **Text Amendment** to allow **Dormitories as Primary Use**
- **Parking Rationale**
- **Form and Character**
- **Development Permit** not required



Location Map



0 25 50 100 150 200 Meters

- Subject Property
- Parcels





2552 (TCH)

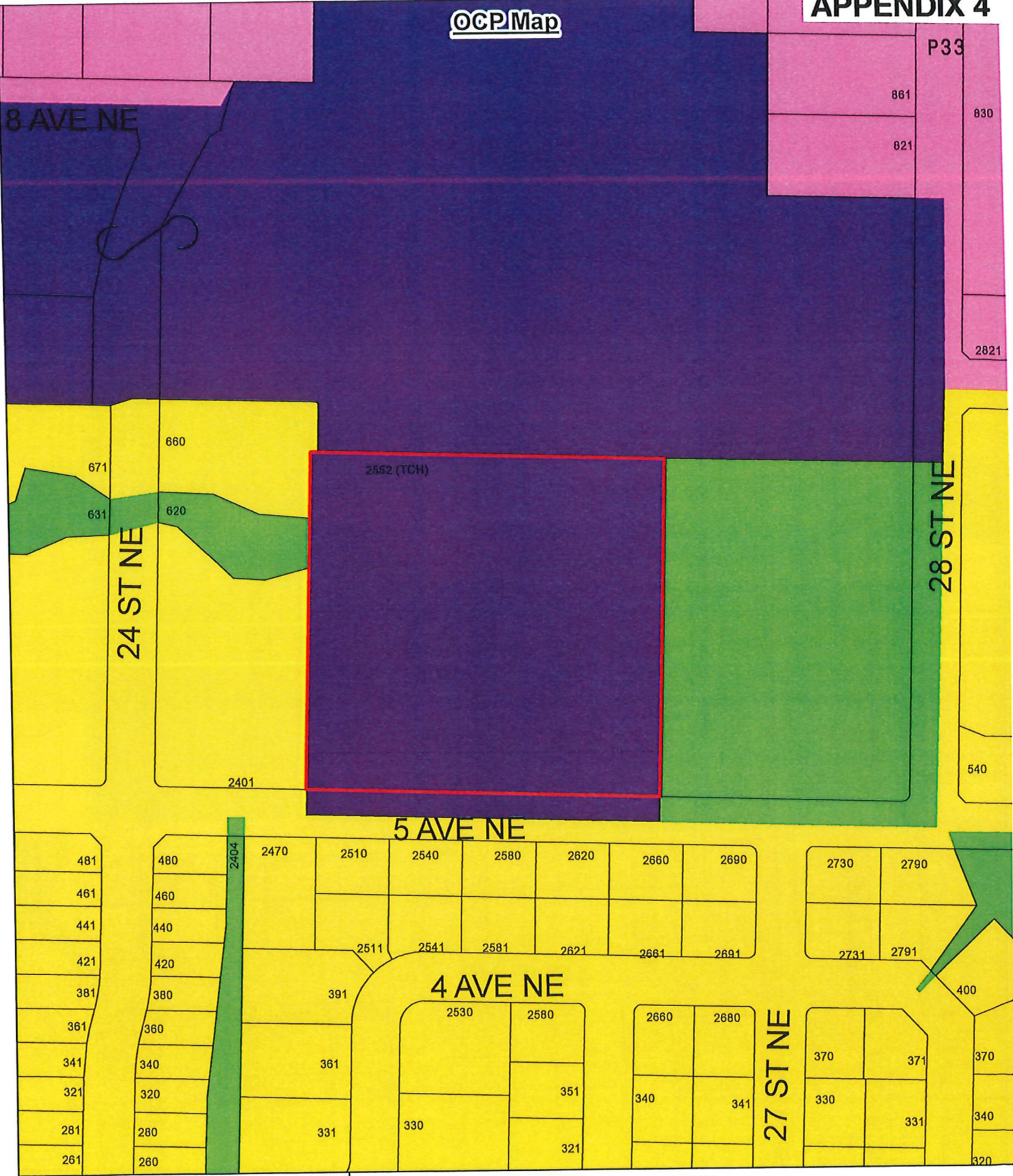
5 AVE NE



0 10 20 40 60 80 Meters

 Subject Property  
 Parcels





0 10 20 40 60 80 Meters

Park

Institutional

Residential - Medium Density

Commercial - Highway Service / Tourist

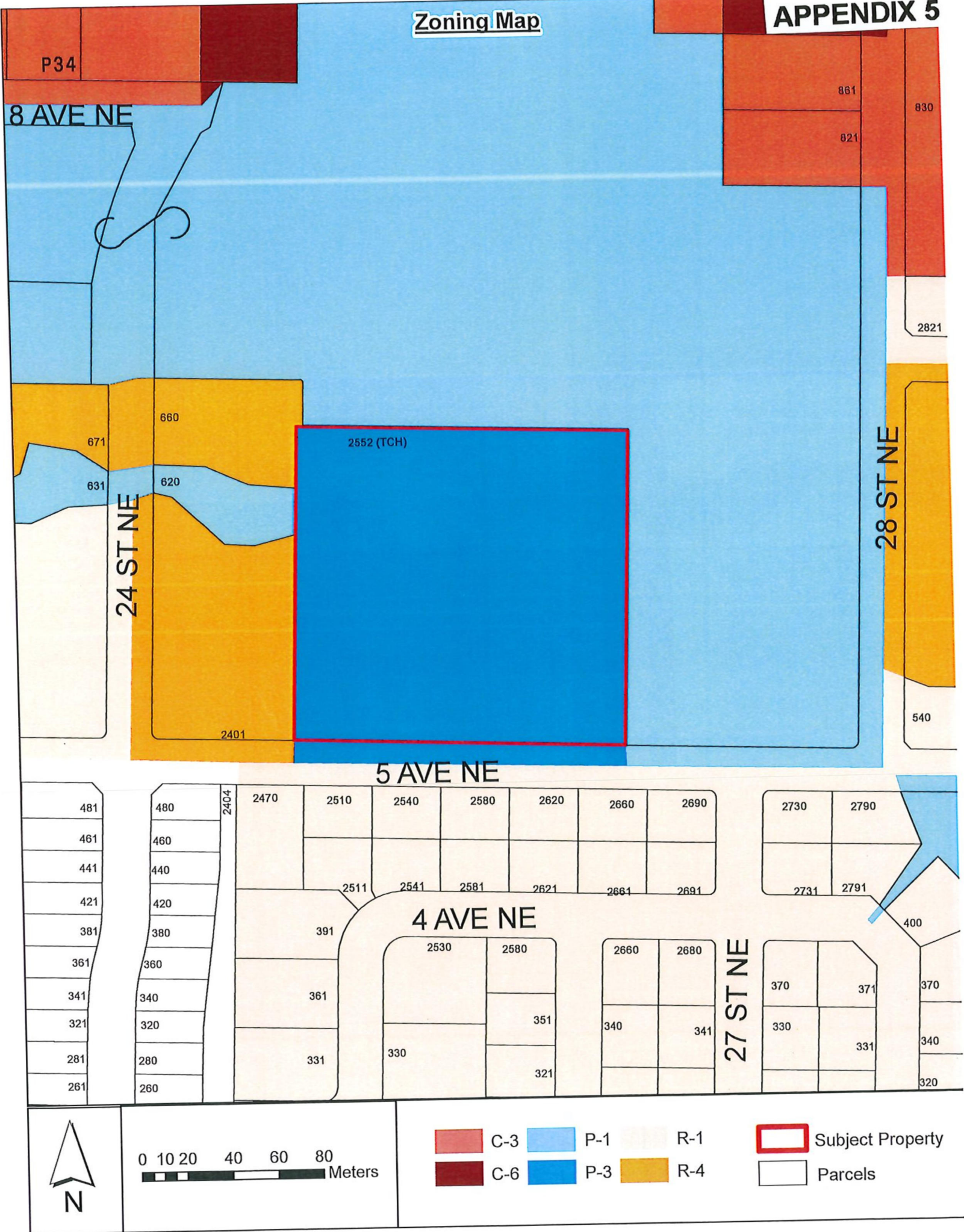
Subject Property

Parcels



# Zoning Map

## APPENDIX 5





## **SECTION 27 - P-3 - INSTITUTIONAL ZONE**

### **Purpose**

27.1 The P-3 Zone is intended to accommodate uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature.

### **Regulations**

27.2 On a *parcel zoned* P-3, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the P-3 Zone or those regulations contained elsewhere in this Bylaw.

### **Permitted Uses**

27.3 The following uses and no others are permitted in the P-3 Zone:

- .1 *assembly hall;*
- .2 *churches;*
- .3 *commercial daycare facility;*
- .4 *cultural facilities;*
- .5 *educational facilities, public and private;*
- .6 *high technology research and development; #4368*
- .7 *home occupation; #3836*
- .8 *hospitals and clinics, public and private;*
- .9 *mobile food vending; #4240*
- .10 *offices; #4075*
- .11 *public use;*
- .12 *public utility;*
- .13 *recycling collection site; #2735*
- .14 *rest home;*
- .15 *accessory use, including church manse, detached portable class rooms and caretaker's suite.*

### **Maximum Height of Principal Buildings**

27.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet).

### **Maximum Height of Accessory Buildings**

27.5 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.7 feet).

### **Maximum Parcel or Site Coverage**

27.6 The maximum *parcel or site* coverage for all *buildings and structures* shall be 40% of *parcel or site* area.

### **Minimum Parcel Size or Site Area**

27.7 The minimum *parcel size or site* area shall be 465.0 square metres (5,005 square feet).

### **Minimum Parcel or Site Width**

27.8 The minimum *parcel or site* width shall be 15.0 metres (49.0 feet).

### **Minimum Setback of Principal and Accessory Buildings**

27.9 The minimum *setback* of the *principal and accessory buildings* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line*
  - adjacent to a lane shall be 6.0 metres (19.7 feet)
  - all other cases shall be 1.0 metre ( 3.3 feet)
- .3 *Interior side parcel line* shall be 3.0 metres ( 9.8 feet)
- .4 *Exterior parcel line* shall be 6.0 metres (19.7 feet)

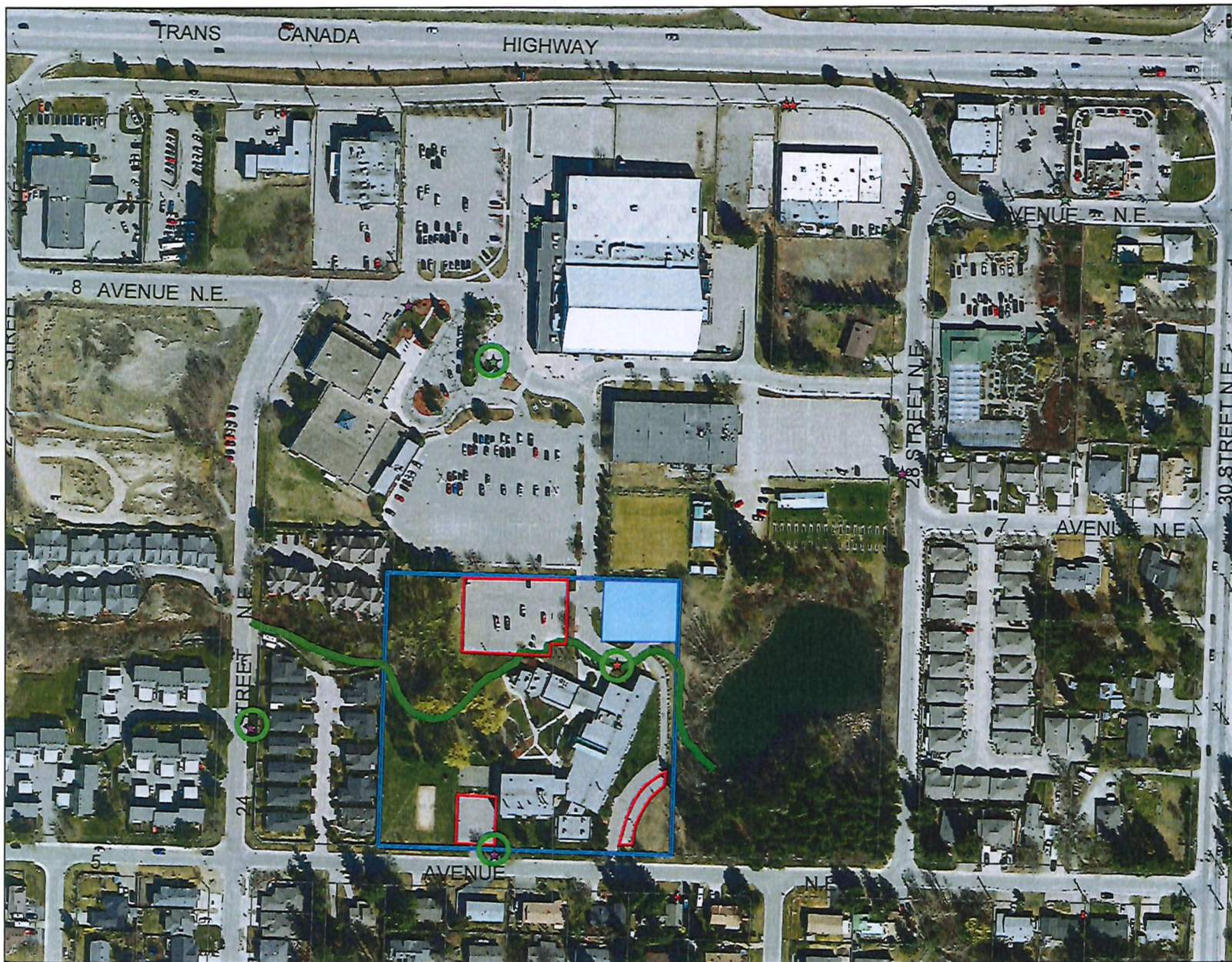
### **Outside Storage**

27.10 Outside storage shall be screened and limited to a maximum of 15% of the *parcel area* or 280 square meters (3,013 square feet), whichever is less.




### **Parking and Loading**

27.11 Parking and loading shall be required as per Appendix I






### Legend


-  Subject Property
-  Dormitory Location
-  Parking Areas

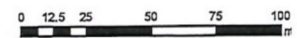
 Trail

#### Transit Stops

 Metal Bench

 No Bench

 Transit Shelter  
(Locations close to college  
circled in green)



Ortho Photo Date: 2



# 2021 Waste Characterization Results

- Hired Dillon Consulting Ltd to complete a waste characterization study
- Salmon Arm Landfill from July 13-15, 2021
- The intent was to assess the effectiveness of diversion programs since last waste characterization in 2018
  - Curbside collection of food waste in Salmon Arm
  - The classification of commercial food waste as marketable, which requires food waste to be separated from non-marketable materials (i.e., garbage) and recycled at regional facilities
  - Support for backyard composting through the Composter Incentive program and by offering a Master Composter program.









# Audit Results

**Table 1: Sampling Plan**

<b>Sector</b>	<b>Acronym</b>	<b>Samples Completed - 2021</b>	<b>Samples Completed - 2018</b>
Days of Auditing		3	5
Single Family	SF	4	6
Institutional, Commercial, and Industrial	ICI	4	7
Residential Self-Haul	RES	2	5
Construction and Demolition	C&D	3	0
Transfer Station	TS	4	6
<b>TOTAL</b>		<b>17</b>	<b>24</b>

## Single Family (SF)- curbside

- The proportion of food waste in the SF sector garbage stream decreased from 31.6% to 20.3%

Category	SF	
	2018	2021
<b>01 - Food Waste</b>	<b>31.6%</b>	<b>20.3%</b>
<b>02 - Yard Waste</b>	<b>3.7%</b>	<b>2.4%</b>
<b>03 - Compostable Paper (non-recyclable)</b>	<b>10.1%</b>	<b>7.5%</b>
<b>04 - Recycle BC-Accepted Materials (curbside)</b>	<b>9.9%</b>	<b>8.6%</b>
<i>Metal</i>	<i>5.0%</i>	<i>1.7%</i>
<i>Paper</i>	<i>3.2%</i>	<i>4.6%</i>
<i>Plastic</i>	<i>1.7%</i>	<i>2.3%</i>
<b>05 - Recycle BC-accepted materials (depot)</b>	<b>8.7%</b>	<b>12.2%</b>
<i>Glass</i>	<i>0.7%</i>	<i>1.6%</i>
<i>Plastic film</i>	<i>8.1%</i>	<i>10.0%</i>
<i>Styrofoam</i>	<i>n/a</i>	<i>0.6%</i>
<b>06 - Other EPR-managed materials</b>	<b>3.0%</b>	<b>1.6%</b>
<b>07 - Scrap Metal</b>	<b>0.9%</b>	<b>2.1%</b>
<b>08 - Other Materials (i.e., Garbage)</b>	<b>32.0%</b>	<b>45.4%</b>
<i>All other materials</i>	<i>32.0%</i>	<i>45.4%</i>



# Residential Self haul(RES)

- The proportion of food waste in the RES sector garbage stream decreased from 24.9% to 14.5%

Category	RES	
	2018	2021
01 - Food Waste	24.9%	14.5%
02 - Yard Waste	6.5%	0.5%
03 - Compostable Paper (non-recyclable)	6.0%	6.2%
04 – Recycle BC-Accepted Materials (curbside)	7.6%	13.4%
Metal	4.2%	0.6%
Paper	2.3%	10.7%
Plastic	1.0%	2.2%
05 – Recycle BC-accepted materials (depot)	5.8%	15.4%
Glass	0.4%	1.2%
Plastic film	5.3%	6.3%
Styrofoam	n/a	7.9%
06 - Other EPR-managed materials	4.3%	1.7%
07 - Scrap Metal	2.9%	4.9%
08 - Other Materials (i.e., Garbage)	42.0%	43.4%
All other materials		

# Institutional, Commercial and Industrial (ICI)

- The proportion of food waste in the ICI sector garbage stream decreased from 24.6% to 13.7%

Category	ICI	
	2018	2021
01 - Food Waste	24.6%	13.7%
02 - Yard Waste	6.4%	18.6%
03 - Compostable Paper (non-recyclable)	10.0%	4.5%
04 - Recycle BC-Accepted Materials (curbside)	17.1%	15.3%
Metal	10.4%	1.5%
Paper	5.2%	9.6%
Plastic	1.5%	4.3%
05 - Recycle BC-accepted materials (depot)	10.0%	5.8%
Glass	0.7%	1.2%
Plastic film	9.3%	3.6%
Styrofoam	n/a	0.9%
06 - Other EPR-managed materials	2.2%	2.3%
07 - Scrap Metal	1.2%	2.3%
08 - Other Materials (i.e., Garbage)	28.5%	37.6%
All other materials	28.5%	37.6%

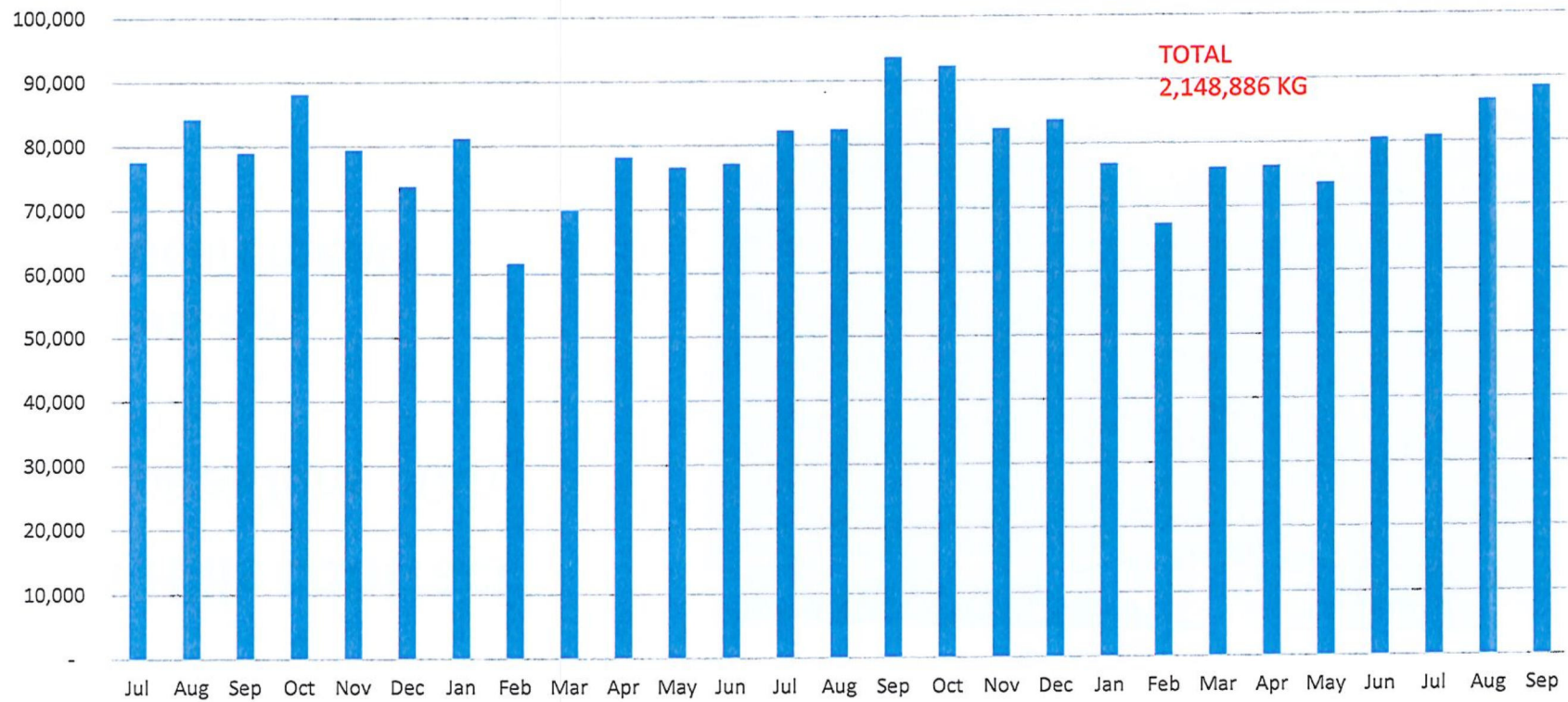


## Spa Hills contract

- Expires June 30th 2022
- Plans for Procurement?



## 2019-21 Food Waste Diverted (KG)





## Multi-Family/Strata units

- Plans to engage Recycle BC?
- Plans to implement a City program?
- CSRD involvement?





## Car Seat Recycling

- Started February 2021
- Rate is \$5.00 per unit
- 130 Processed
  - Plastics are chipped and sent to West Coast Plastics
  - Seat belts/buckles sent to U.S.E.D.

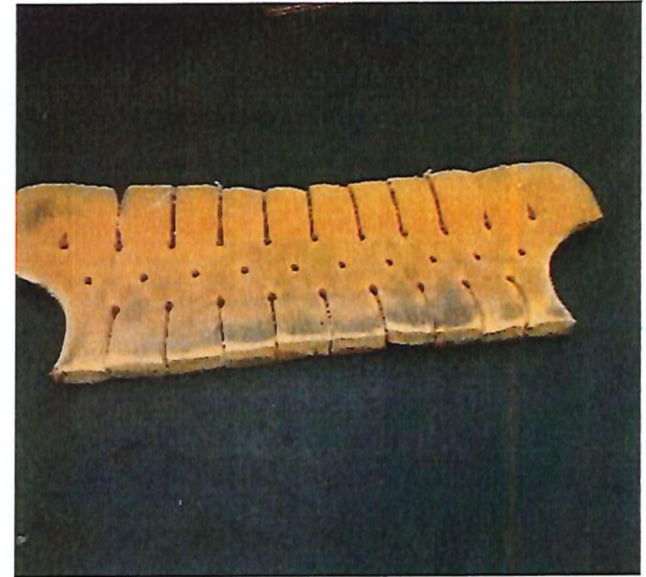


## Couch Pilot

- Pilot July 2021
- Collected 10 couches/loveseats
- 2 hide-a-beds, and 8 regular couches
- Most materials able to go into mattress stream
- Challenges
  - Hard to transport/labour intensive (1.5 hours to dismantle)
  - Cost would be \$60.00/unit



# Recyclable Materials







File: ENG2019-60

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jon Mills, Engineering Assistant

DATE: June 1, 2021

SUBJECT: **CURBSIDE COLLECTION PROGRAM UPDATE**

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### **FOR INFORMATION**

The intention of this report is to present an update on the City's Residential Curbside Collection Program

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### **BACKGROUND**

The City of Salmon Arm has been providing the Curbside Collection of refuse and co-mingled recycling since 2011. A successful Food Waste collection trial in 2016 demonstrated that there was interest from the community to expand the Curbside collection program to include a third collection stream for food waste.

In 2018, Recycle BC released a new Statement of Work (SOW), a part of the Master Services Agreement with the City, which stipulated that all organizations collecting recyclables for Recycle BC were to transition away from using single-use plastic bags for collection by July 1, 2020.

As the City's original curbside collection contract was ending in June 2019, the City took the opportunity to explore options to enhance the program through a request for proposal (RFP). The RFP included options for Food Waste collection and the change from a bagged recycling collection to a container-based system.

SCV Waste Solutions (SCV) provided the successful proposal that included the manual collection of weekly food waste, bi-weekly garbage, bi-weekly recycling (in bins) and twice-annual yard waste. The City and SCV are now working together to provide the new curbside collection program for 6,692 residential households in Salmon Arm.

## **PROGRAM SUCCESSES**

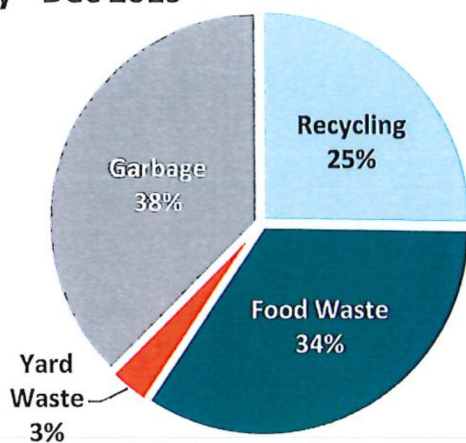
Last year marked the first full year of the new program. A key observation from the collection data is the consistency in the results of the program since its inception on July 1, 2019. This is important to recognize as it indicates that:

- Residents are continuing to support and make use of the food waste program – i.e. there has been no waning of interest after the initial uptake
- The food waste program has successfully reduced the amount of garbage going to landfill
- The switch to using bins for recycling has not caused any decline in use, despite some concerns raised when the program was initiated, such as challenges getting bins to the curb raised by elderly residents and rural property owners (bags were easier to carry and transport by car to the end of the driveway).

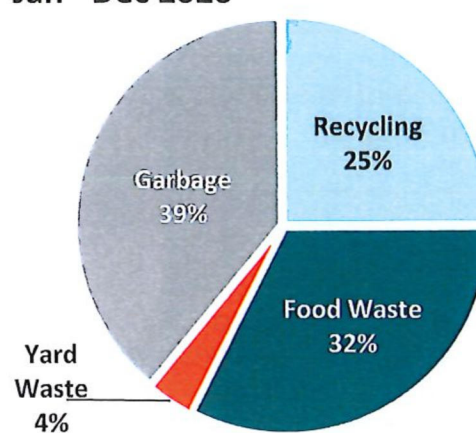
The following graphs demonstrate this consistency.

**Figure 1: Waste Stream Composition Comparison 2019 (July to December) and 2020**

**July - Dec 2019**



**Jan - Dec 2020**

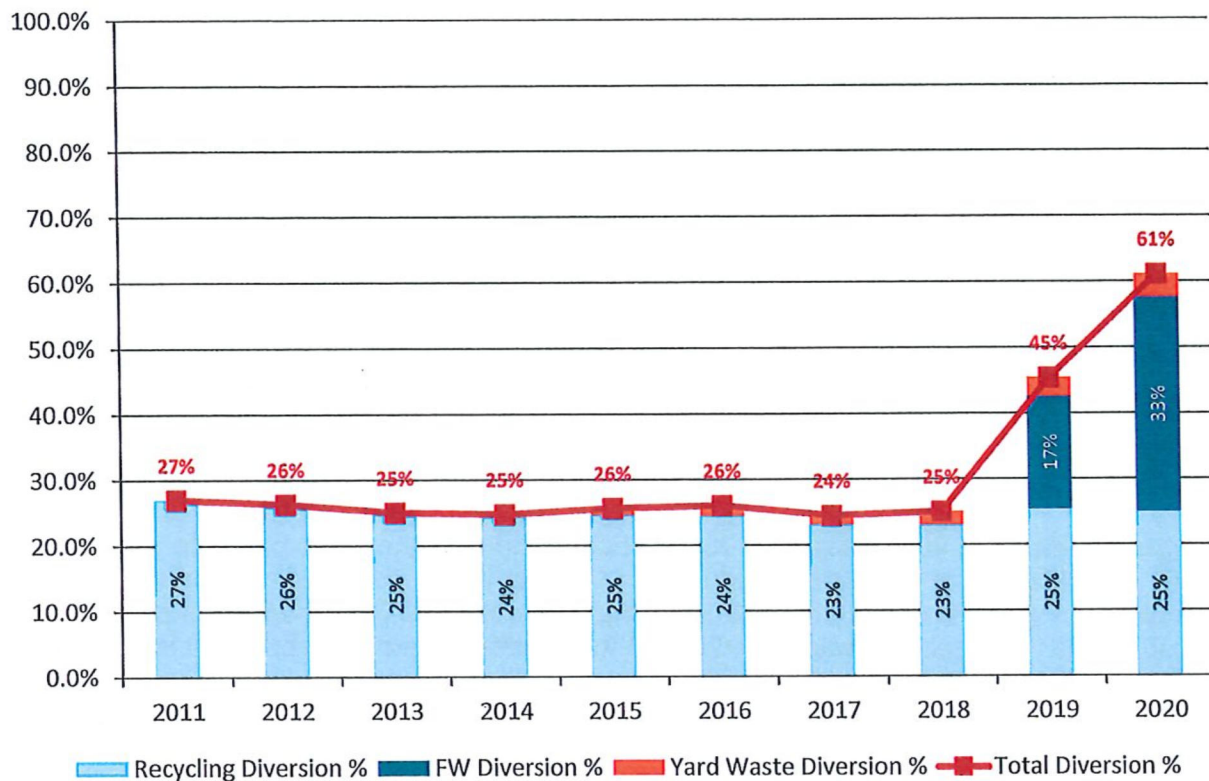


The collection of food waste has driven a significant increase in the City's diversion rate (the amount of waste diverted from landfill), which is up from an average of 25% over the previous 8.5 years to 61% in 2020. This has been achieved by the fact that the food waste diversion has been consistently above 30% of the total waste generated. Essentially, 45% of what was once considered garbage, is now being diverted from landfill and used to create compost.

It is of interest to mention that the CSRD's 2015 Solid Waste Management Plan Review indicates that organics comprised 30% of the region's municipal solid waste at the time, which was a driving factor in implementing a regional organics management strategy. Salmon Arm's curbside collection of food waste and yard waste combined are well over 30% and thus support this important diversion requirement.

The diversion of both food waste and yard waste have also provided a significant offset to the City's greenhouse gas emissions, accounting for a reduction of 458 tonnes CO<sub>2</sub>e in 2020 (ref. APP3 - COSA - CARIP 2020 Summary & History).



**Figure 2: Diversion Rate Trend**

The City's overall diversion rate could actually be much higher than 61% when other drop-off recycling programs are factored-in. This includes items that are not currently collected through curbside recycling and must be taken to a Recycle BC depot, Return-it depot or other stewardship program drop-off location. Examples include: glass containers, Styrofoam, plastic bags and wrappers, beverage containers, electronics, appliances, light bulbs, batteries and mattresses.

### **WASTE GENERATION RATES**

The average number of households in the program in 2020 was 6596, a 1.6% increase over 2019. Household increases have averaged 1.2% annually since inception in 2011.

Total waste generated per household has also been increasing. It was up 3.2% in 2020 after a 4.9% drop in 2019. It is still lower than the peak in 2018. The average annual increase in total waste generated per household over the last 10 years has been 1.5%.

A possible explanation for the almost 5% drop in 2019 could be due to residents getting used to the new program and the reduced limit for garbage. There is anecdotal information that the previous contractor was collecting more garbage without bag tags, whereas SCV is quite diligent in rejecting extra bags without tags. Many residents may have opted to take their additional bags to the landfill after finding them rejected when the new program started. Now that the program is established, residents are used to having to purchase the bag tags.

In support of this explanation, the bulk of the increase in total waste per household from 2019 to 2020 was due to garbage. It increased by 12 kg per household in 2020, or 7.3%, as shown in the table below.

Yard waste also increased significantly on a percentage basis. This could potentially be explained by the pandemic in that more people were at home and able to spend time cleaning up their yards.

**Figure 3: 2020 Total Waste Collected by Stream**

Stream	Tonnes	Per HH (kg)	Per HH change from 2019 (kg)	Percent Change
Recycling	737.7	112	2	2.1%
Food Waste	961.7	146	-2	-1.5%
Yard Waste	104.7	16	2	16.1%
Garbage	1152.5	175	12	7.3%
<b>Total</b>	<b>2956.6</b>	<b>448</b>	<b>14</b>	<b>3.3%</b>

The general increase in waste generation per household over the years could be explained by greater adoption of the curbside collection program as it has become more established. For example, yard waste is one stream that is seeing year-over-year increases. It will be interesting to observe the trend going forward now that the food waste program has been implemented.

Increases could occur as residents make more use of curbside food waste collection over backyard composting. There is also anecdotal evidence that people feel less guilty about disposing of food when they know it will be composted, and thus more waste can be generated.

Recycling rates have remained relatively constant over the years which can be explained by the weight of packaging becoming increasingly lighter ("light-weighting") and a general reduction in the use of heavier materials such as newspapers.

Figure 4 on the next page shows the waste generation per household trend over the years. The introduction of the food waste program shows how it has dramatically reduced the amount of garbage generated and correspondingly increased the diversion rate.

For comparison purposes, these are the approximate provincial and Canadian averages for household waste generation:

BC: Approximately 500 kg/HH

Canada: Approximately 700 kg/HH

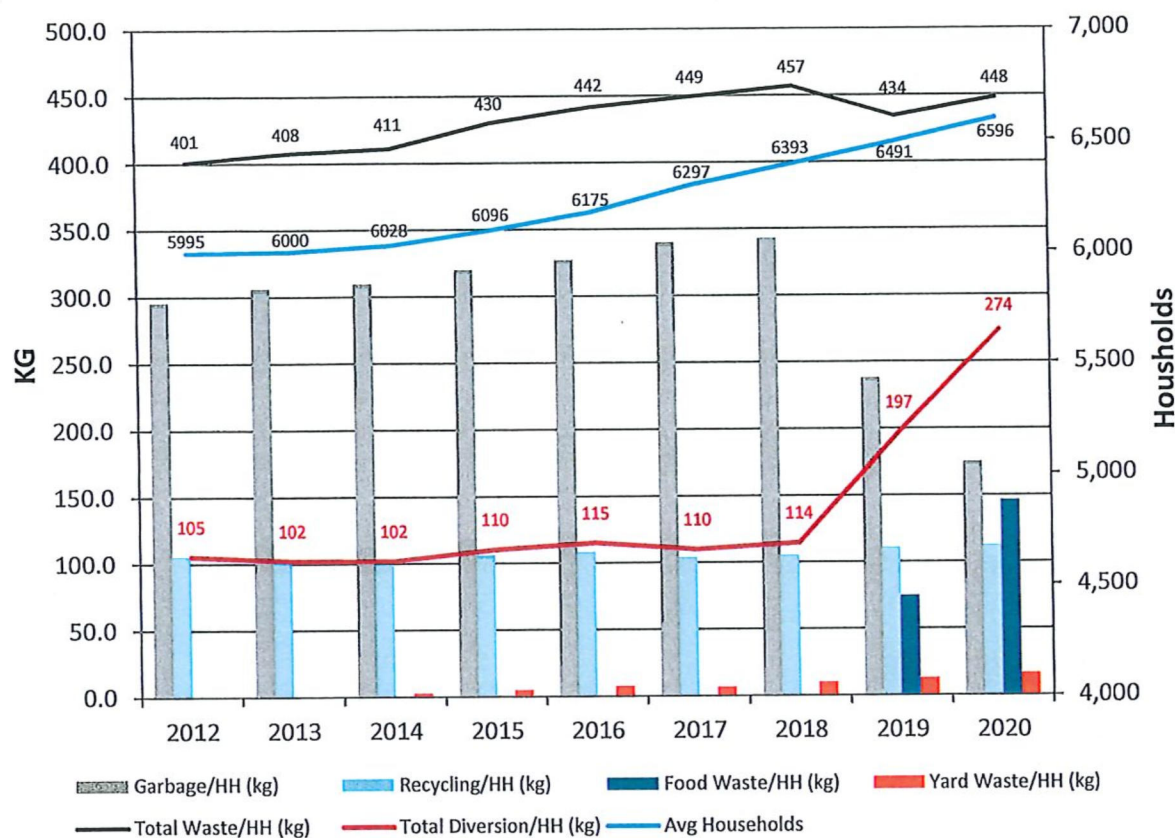
**Sources:**

Statistics Canada Disposal of waste by source 2018: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3810003201>

Statistics Canada - Canada at a Glance 2018: <https://www150.statcan.gc.ca/n1/pub/12-581-x/2018000/pop-eng.htm>

Statistics Canada Census 2016: <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page.cfm?Lang=E&Geo1=PR&Code1=01&Geo2=&Code2=&SearchText=Canada&SearchType=Begins&SearchPR=01&B1=All&TABID=1&type=0>



**Figure 4: Annual Waste Generation per Household**

## CONTAMINATION

### Contamination in Recycling

Based on four audits performed by Recycle BC in 2020, the contamination rate in the recycling has been quite low, averaging 3.25% "not accepted" items. This is just above RecycleBC's target rate of 3% and is down from 4.0% in 2019. It is also consistent with the second half of 2019 when the switch from bags to bins occurred. "Not accepted" items include any materials that RecycleBC does not accept in its program (either curbside or depot).

The success in keeping contamination at this low level can be attributable to both the switch from bags to bins as well as SCV's continued diligence in rejecting bins with excess contamination or leaving unacceptable items behind in the bins. The use of bins makes it much easier for the collector to observe any contamination, compared to having recycling contained within a bag.

None of the audits found any hazardous waste, such as propane tanks, batteries, or medical sharps, compared to three occurrences in the second half of 2019. SCV did report finding some Epi-Pens and medical sharps in December 2020. These were discovered while SCV staff were baling the recycling at their facility and appear to be isolated incidents. SCV reports that the bulk of the contamination they find in the bins is materials that are only accepted at the depots – glass, plastic bags and Styrofoam packaging.

### Contamination in Food Waste

An ongoing problem has been recycling getting into the food waste during collection. This has been happening as a result of the use of dual-compartment trucks whereby some recycling is being ejected from the recycling compartment into the food waste compartment during compaction. The drivers do not notice this occurring since compaction happens while they are driving the truck. They have put measures in place to ensure the collectors are retrieving any recycling that falls into the food waste compartment when emptying the bins into the truck, however no additional measures have been implemented to prevent the problem from occurring during compaction. Contamination in the food waste will be screened-out by Spa Hills at the end of the composting process.

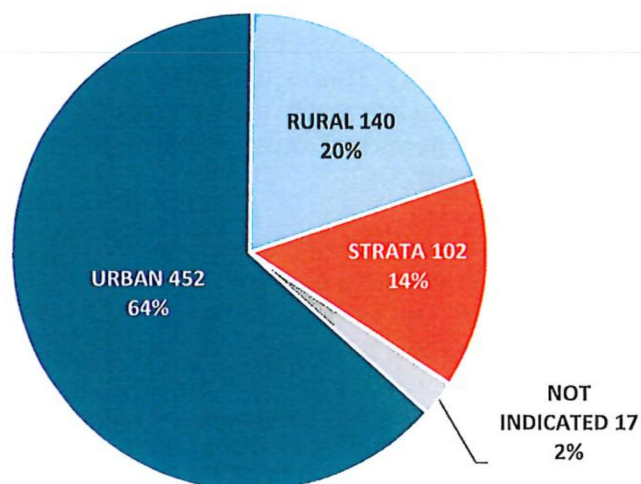
City staff performed significant inspections of the food waste container at the Salmon Arm Landfill in 2020 and the conclusion is that the contamination is a result of collection and not residents putting recycling in their green bins. During garbage collection weeks, there was essentially no visible recycling in the bin, compared to approximately 10 pieces on average during recycling collection weeks.

Monitoring and feedback from Spa Hills will continue to determine if further measures by SCV are warranted.

### 2020 SURVEY RESULTS

A survey was conducted in January 2020 to obtain feedback from residents on the curbside collection program in terms of usage, satisfaction and desired changes. Responses were received from 711 residents, representing approximately 11% of the households in the program. Ratios of respondents by property type roughly represent the ratios of property types of the curbside collection households.

**Figure 5: Survey Respondents by Property Type**



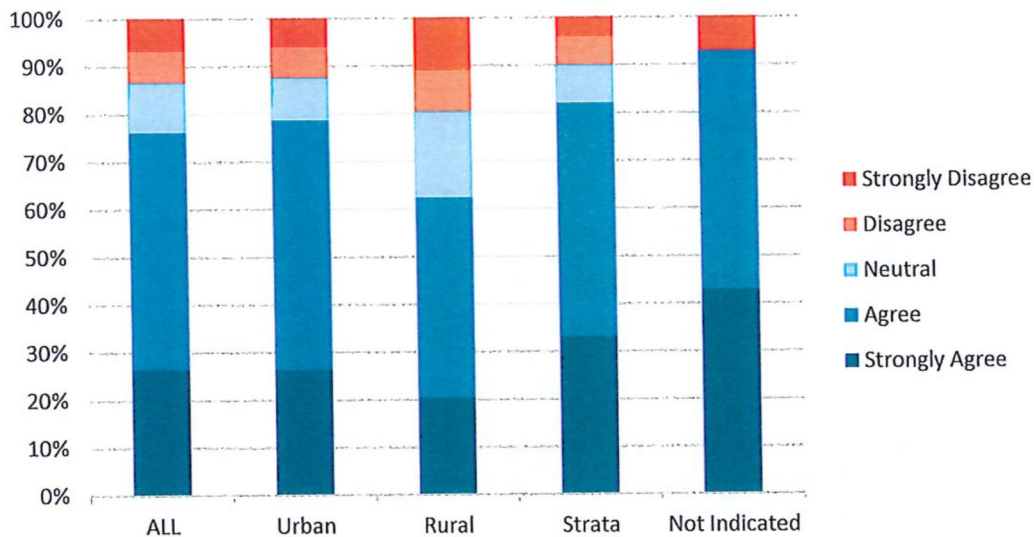


Following is a brief summary of the survey results.

### Program Satisfaction

- For all property types combined, positive satisfaction with the program is high, at 75% (agree/strongly agree) and 85% if neutral responses included.
- Rural resident positive satisfaction is approximately 15% lower, however a higher neutral percentage brings them to 80% overall.

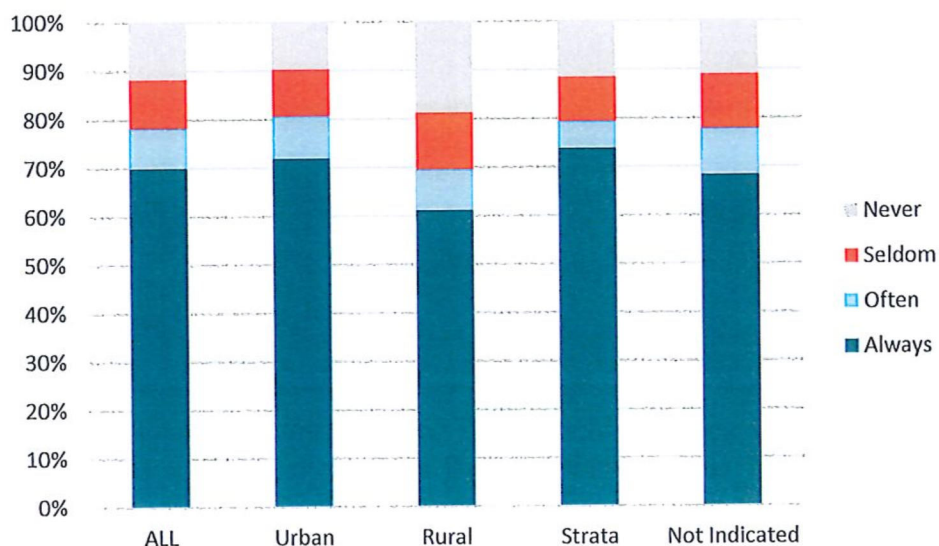
**Figure 8: Program Satisfaction**



### Program Usage

- Overall, the program is being well used across all property types, with rural residents using it approximately 10% less than urban and strata residents.

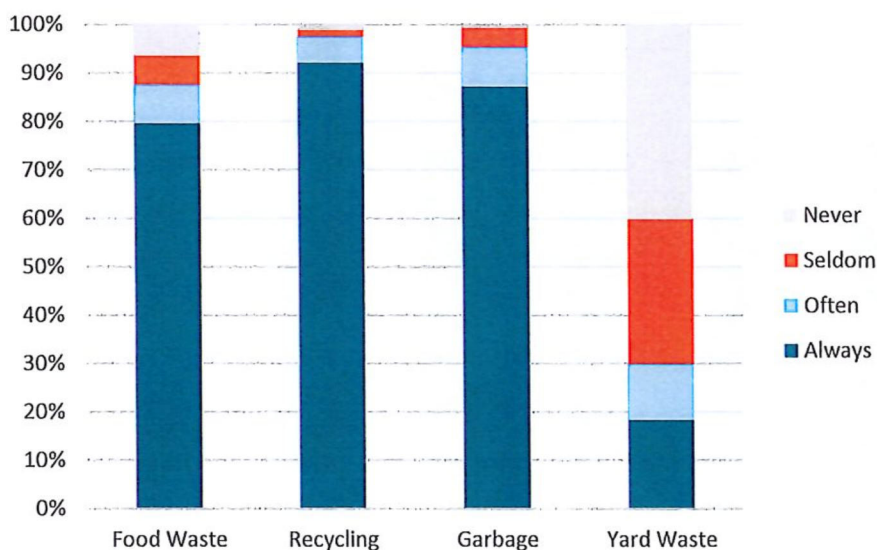
**Figure 6: Program Usage by Property Type**



Looking at program usage by waste stream provides the following insights:

- Recycling has the highest usage followed by garbage and this is fairly consistent across property types, with rural being on the lower side
- The main factor driving food waste usage down is the lower usage by rural properties
- Yard waste is not well utilized across all property types (rural being the lowest), which may be a factor of its collection infrequency (i.e. residents typically take it to the landfill)

**Figure 7: Program Usage by Waste Stream**



### Desired Changes

The survey solicited input on desired changes for each waste stream from five options per stream, as well as asking respondents to indicate the fee increase that would be acceptable if the changes were to be implemented.

The highest-ranking changes were the following:

- Food waste: Allow yard waste to be collected with food waste.
- Recycling: Separate glass collection
- Garbage: Weekly collection
- Yard Waste: Allow it to be collected with food waste

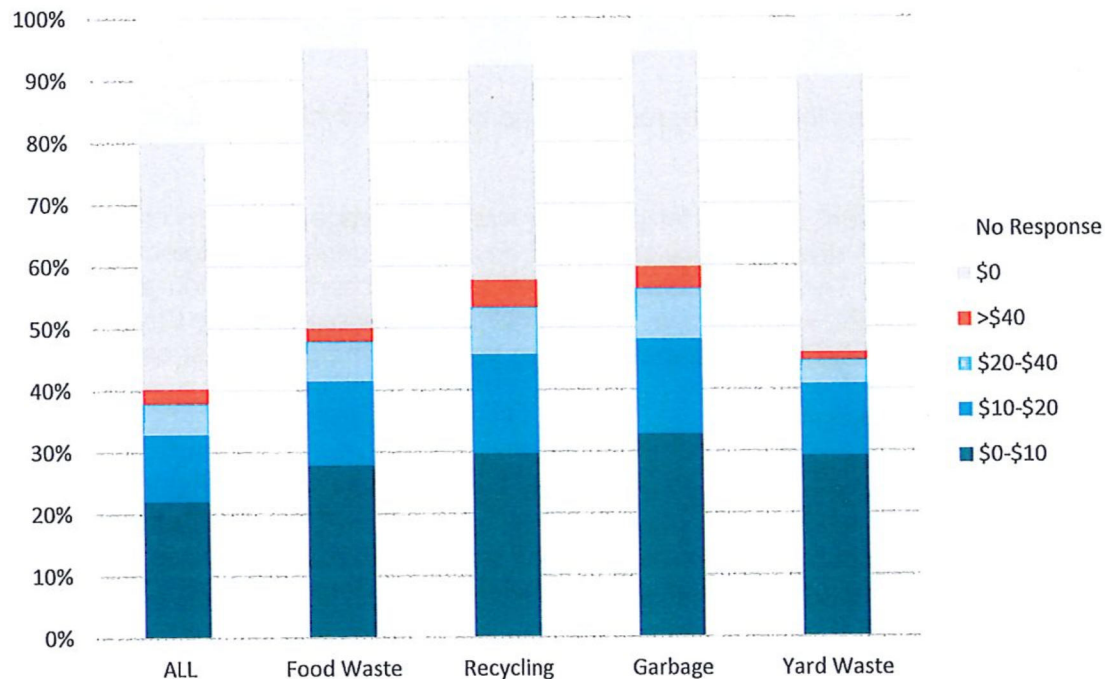
It is important to mention that for yard waste, more residents were significantly satisfied with the program as-is than wanted a change. Even with garbage and food waste, there was very strong support for leaving the program as-is. Recycling was the only stream where a clear message came through that it is desirable to have all recyclables collected at the curb, glass being predominant (followed by soft plastics and then Styrofoam).



In terms of paying for these changes, the garbage program has the highest support at 60% followed closely by recycling at 58%, whereas food and yard waste changes are both below 50%.

All changes combined, there is 40% support for increased fees but the majority are only willing to pay up to \$10 more per year, with some support for up to \$20 more per year. Figure 8 shows this breakdown.

**Figure 8 – Willingness to Pay Increased Fees for Changes**



### Key Conclusions

- Recycle BC will provide additional funding for separate glass collection, however a more detailed assessment of the actual need for it, along with the logistics and costs involved, are required.
- Allowing yard waste to be collected with food waste has operational and financial implications and it may be better to investigate providing more frequent yard waste collections from Spring to Fall. However, in consideration of the strong message to maintain status quo in both yard waste and food waste streams, perhaps no changes are necessary.
- Reverting to weekly garbage collection should not be considered. It is preferable to keep the user-pay system for anything in excess of the allowable limits, whether that is purchasing bag tags or subscribing to SCV's extra garbage collection service, especially considering that the majority of respondents were satisfied with the current program. A user-pay system encourages stronger participation in recycling and food waste programs as well as encouraging waste reduction.
- Worthy to note that the City now collects 30 kg of waste over a two-week period (food waste and garbage combined) compared to 20 kg when only garbage was collected weekly.

**Recycle Coach Use**

- 36% of respondents use Recycle Coach to some degree
- 32% of respondents never use Recycle Coach
- 19% were unfamiliar with Recycle Coach

The use of the Recycle Coach mobile app or website version (on the City's curbside collection page) will continue to be promoted to increase adoption and use.

**PROGRAM CHALLENGES**

As mentioned in the contamination section, resolving the issue of recycling in the food waste is desirable.

In consideration of the apparent demand for providing weekly garbage collection or increasing limits, it is worthwhile to do further analysis of what is driving this demand to determine where reductions can be achieved. The CSRD has conducted a waste characterization study at the Salmon Arm landfill in July 2021, which also involved auditing some samples of the City's curbside garbage. This will shed some light on what materials are going into the garbage stream.

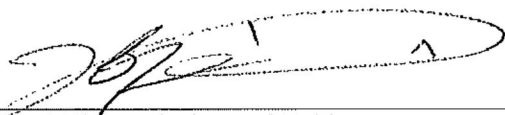
**PROGRAM FINANCIAL STATUS**

Last year the solid waste function as a whole ended with a minor deficiency of \$28,000 which was funded from the solid waste and recycling reserve. The reserve is fairly significant (approx. \$500k) and if no changes are implemented, the plan would be to leave the rate as is and use the reserve to fund any deficiency as necessary. The budgeted deficiency for 2021 is also \$28,000.

**PROGRAM FUTURE**

The program should continue to be operated per the requirements of the existing contract, with the above noted changes to recycling (glass collection) and yard waste (more frequent seasonal collection) to be further assessed.

Respectfully submitted,



Robert Nieuwenhuizen, ASCT  
Director of Engineering and Public Works

cc Chelsea Van de Cappelle, CFO





# 2020 Curbside Collection Program Results

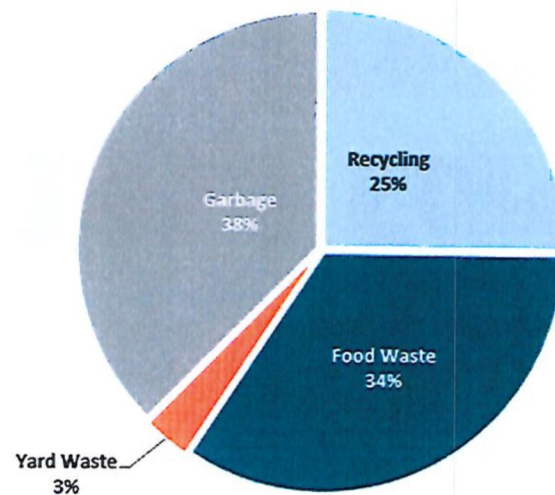
October 18, 2021



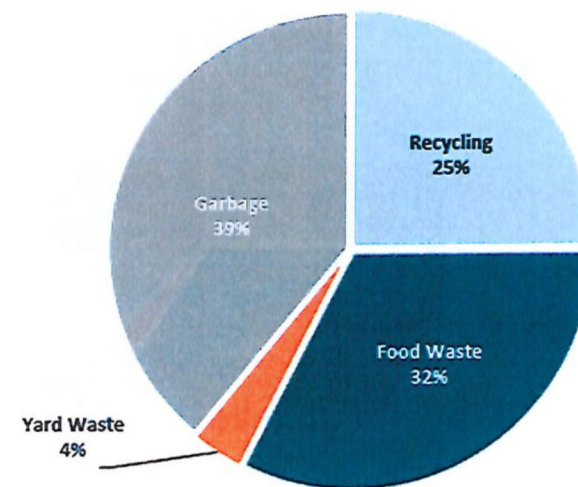
# Program Successes - Consistency

- Key observation from the collection data since the July 2019 inception is the consistency in the results
- Separate food waste collection is consistently reducing the garbage going to landfill by 45%

July - Dec 2019



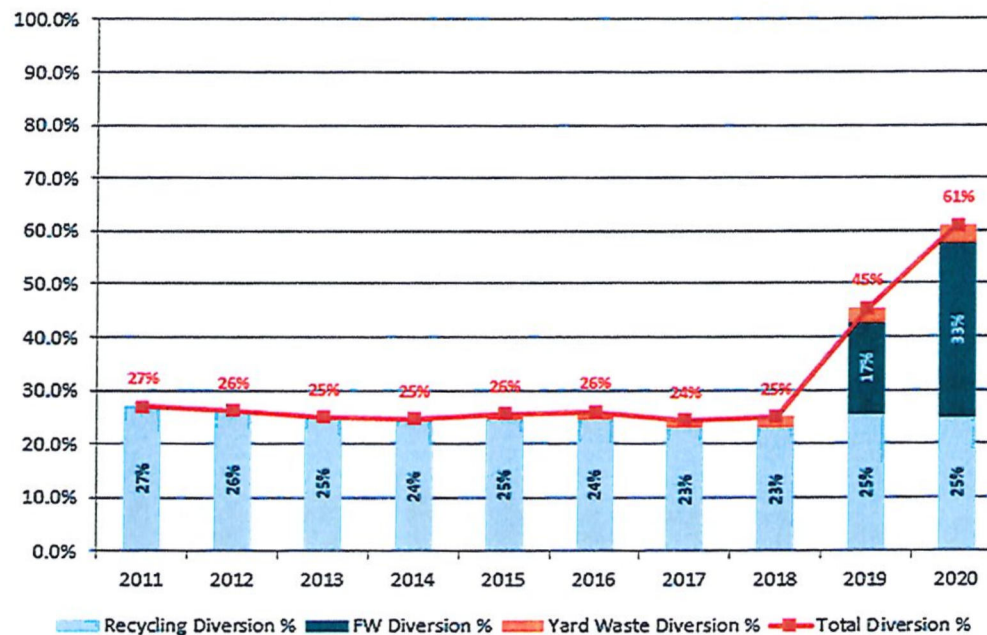
Jan - Dec 2020





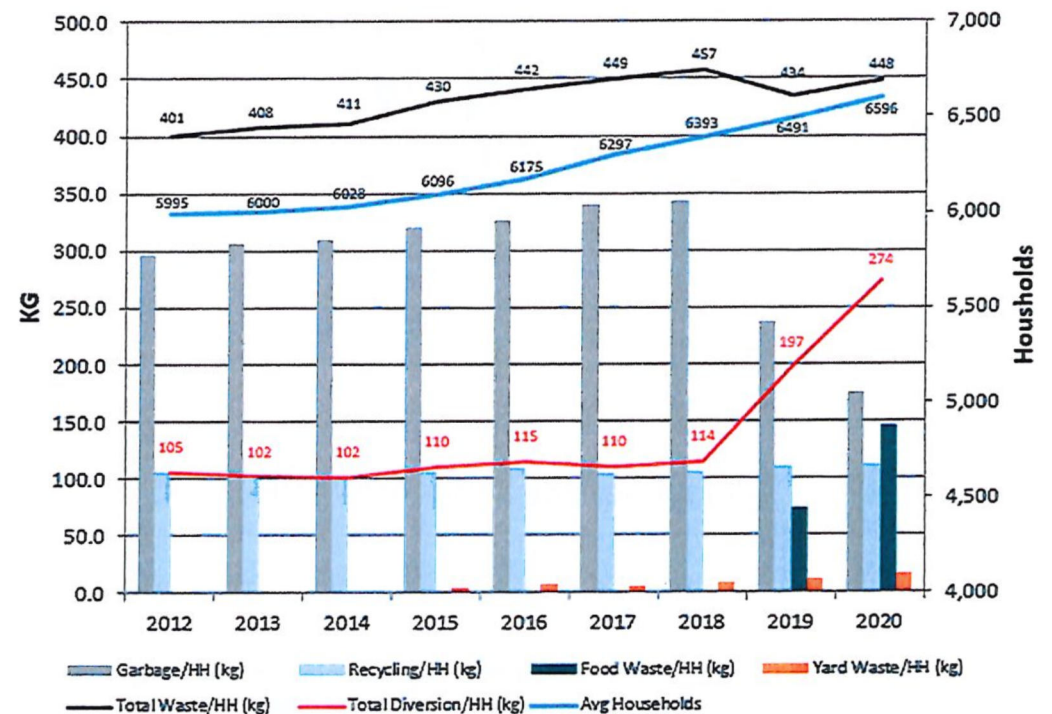
# Program Successes – Diversion Rate

- The collection of food waste has driven a significant increase in the City's diversion rate, from an average of 25% over the previous 8.5 years to 61% in 2020
- Diversion of organic waste drove a significant reduction in City's GHG emissions by 458 tonnes in 2020



# Waste Generation per Household

- Average number of households in the program in 2020 was 6596, a 1.6% increase over 2019
- Average household increase is 1.2% annually since curbside collection began in 2011
- Waste generated per household has averaged 1.5% annual increase over the last 10 years
- Total waste generated per household increased by 3.2% in 2020 to 448 kg after a 4.9% drop in 2019, but still lower than 2017 & 2018
- BC average: ~500 kg/HH\*
- Canadian average: ~700 kg/HH\*



\* Approximations based on Statistics Canada 2018 residential waste data and 2016 census data



# Waste Collection by Stream

- This table shows the breakdown of tonnages collected for each waste stream in 2020 and the per household change compared to 2019
- A total of almost 3000 tonnes was collected
- Garbage formed the largest increase on a weight per household basis, forming most of the increase over 2019
- Notable is the significant increase in yard waste on a percentage basis
- Food waste and recycling changed minimally

Stream	Tonnes	Per HH (kg)	Per HH change from 2019 (kg)	Percent Change
Recycling	737.7	112	2	2.1%
Food Waste	961.7	146	-2	-1.5%
Yard Waste	104.7	16	2	16.1%
Garbage	1152.5	175	12	7.3%
Total	2956.6	448	14	3.3%

# Contamination

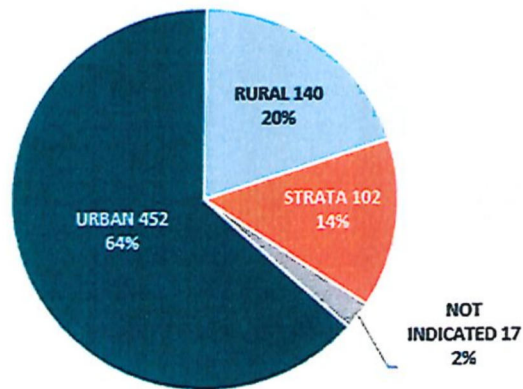
- Recycling Contamination
  - 3.25% “not accepted” items in 2020 based on Recycle BC audits
  - Just above their target of 3% and down from 4% in 2019
  - Bulk of contamination are depot materials – glass, Styrofoam, plastic bags and wrappers
  - Improvement can be attributed to use of bins instead of bags – contamination more visible and collector is rejecting these bins or specific materials
- Food Waste Contamination
  - Ongoing problem with recycling materials ending-up in food waste during collection
  - Related to dual-compartment truck design
  - Some measures put in place to minimize this and we will continue to monitor
  - Contamination does get screened-out of compost at end of processing





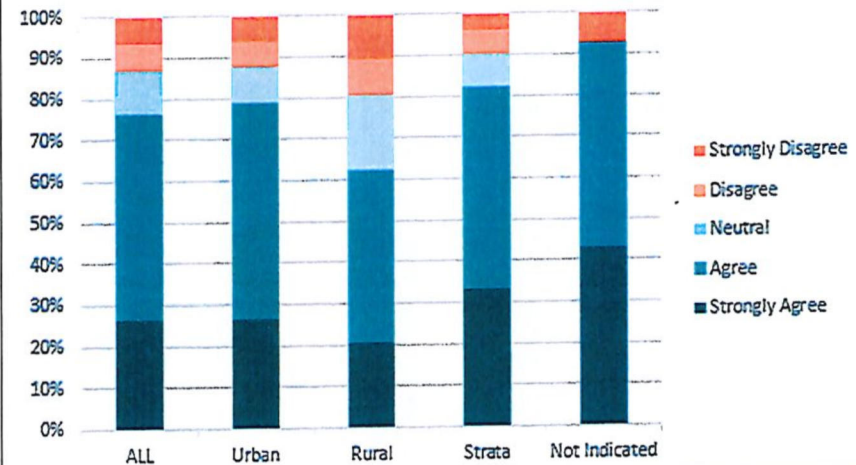
# 2020 Survey Results

Survey Respondents by Property Type



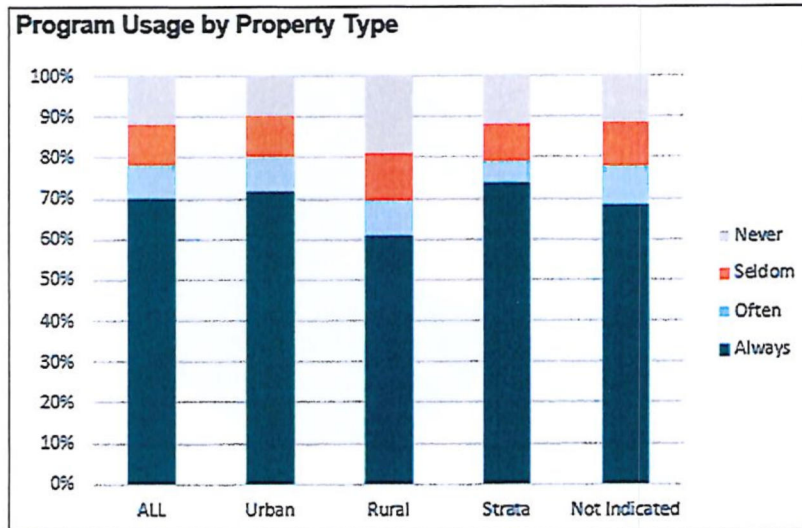
- 11% of the total households participated
- Ratios roughly approximate property type distribution in the program

Program Satisfaction

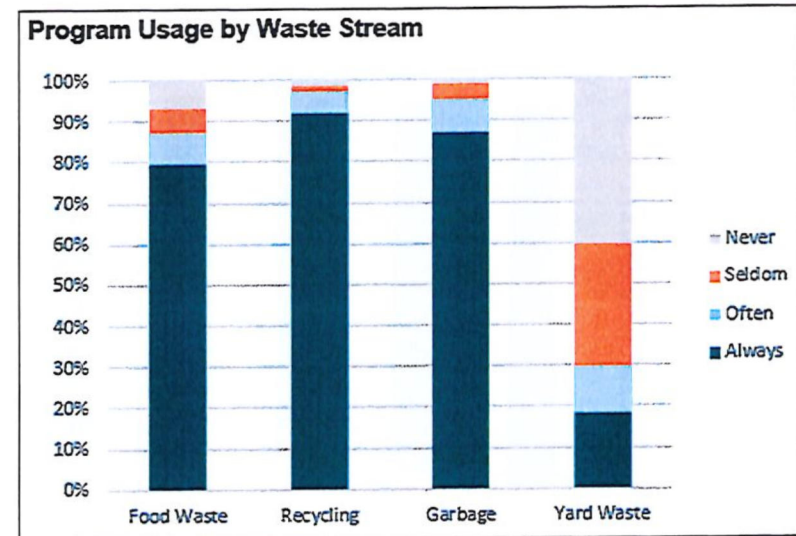


- 75% positive satisfaction
- 87% including neutral
- Rural positive satisfaction approximately 15% lower but higher neutral element raising it to 80%

# 2020 Survey Results



- 78% frequent usage (always & often)
- Rural usage 9% lower

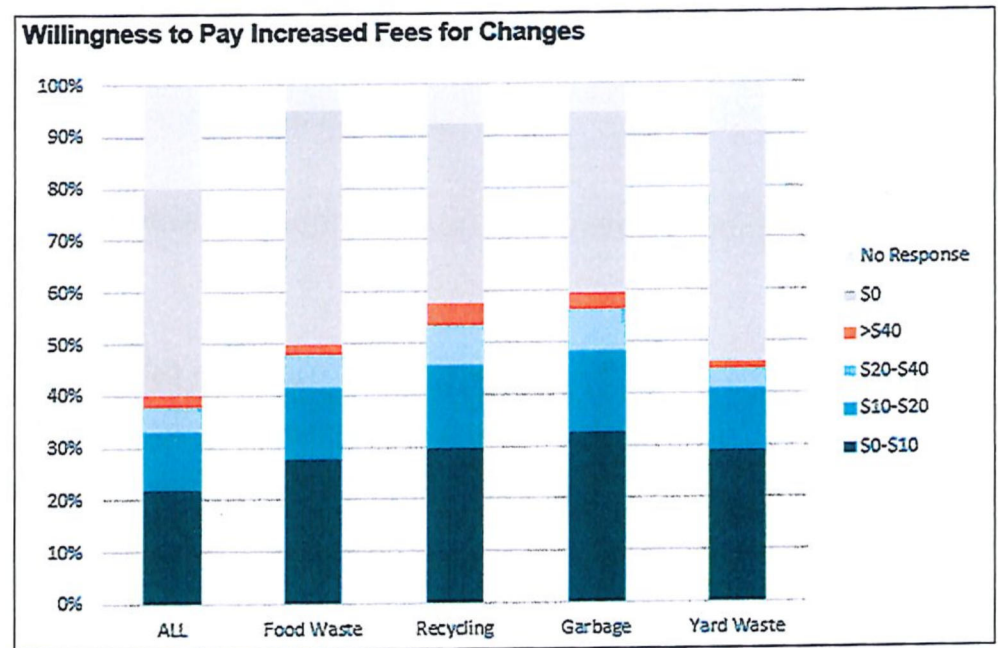


- Recycling close to 100% usage followed closely by garbage – consistent across property types
- Food waste lower due to lower use by rural
- Low use of yard waste could be a factor of collection infrequency



# 2020 Survey Results – Desired Changes

- Most desired changes:
  - Food waste: Allow yard waste to be collected with food waste
  - Yard Waste: Allow it to be collected with food waste
  - Recycling: Separate glass collection
  - Garbage: Weekly collection
- Willingness to pay for changes:
  - Overall there is 40% support to pay for changes
  - Strongest support for up to \$20 more per year



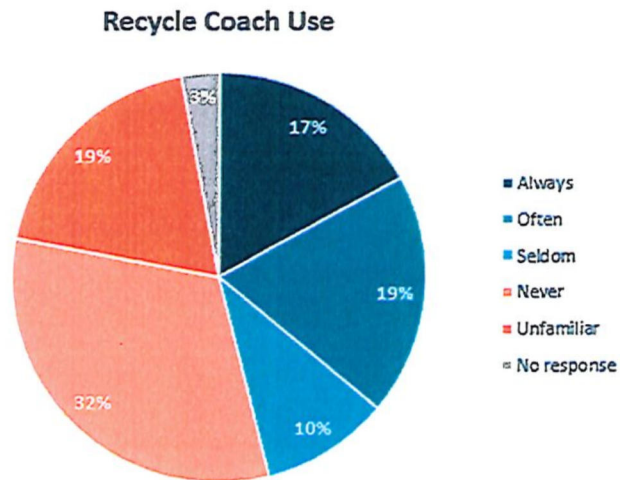
# 2020 Survey Results – Conclusions

- Glass collection:
  - Based on CSRD waste characterization study in July 2021, there is minimal glass in the garbage
  - Recycle BC audits indicate minimal and declining glass in curbside recycling
  - Would require collection contract modification to add separate glass collection
- Allow yard waste in food waste:
  - Yard waste can be disposed of for free at the CSRD, whereas combined with food waste would cost \$120/tonne
  - Potentially consider seasonal monthly collection with a future contract
- Weekly garbage collection:
  - Continue with bi-weekly collection and user-pay system for anything over limit (bag tags or SCV subscription service)
  - Weekly collection for all residents would require contract change and add additional collection vehicles on the road, driving-up GHG emissions



# Program Challenges & Opportunities

- Survey results indicate a strong demand for increased garbage collection or weight limits
- CSRD waste characterization study helps highlight areas where more garbage can potentially be diverted (ex. pet waste, depot recycling materials, more food waste & soiled paper products)
- Continue to promote the use of the Recycle Coach app as a means to help residents divert waste from landfill (46% of respondents used the app to some degree, 36% always & often)



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