



## Policy 49

### REGIONAL MATERIALS RECOVERY FACILITY DISPOSAL POLICY

#### PURPOSE

49.1 To establish a policy for receiving acceptable materials at the Regional Materials Recovery Facility from residential and commercial customers within the Municipality of the District of Shelburne, Town of Shelburne and Town of Lockeport and to identify procedures that must be followed.

#### DEFINITIONS

49.2 In this policy the following words and terms shall have the following meaning:

- a. Customer- the person or company intending to use the facility
- b. Municipality- the Municipality of the District of Shelburne
- c. Operator - the staff person designated by the Municipality to operate the facility
- d. Facility - Regional Materials Recovery Facility
- e. Material - pre-determined categories of acceptable construction and demolition waste, lobster traps/rope, metal, fridges/freezers, brush and yard waste.

#### LOCATION

49.3 The Regional Materials Recovery Facility is located at 4571 Highway 3, West Green Harbour, Shelburne County, Nova Scotia.

#### HOURS OF OPERATION

49.4 The Regional Materials Recovery Facility will be open to the public for regular hours from Wednesday through Saturday 9:30 am - 4:00 pm, April 1 – Nov 30. Wednesday and Saturday 9:30am – 4:00pm, December 1 – March 31.

The Municipality may offer extended hours at its discretion.

#### QUALITY OF DISPOSAL MATERIALS

49.5 The quality of materials must meet the following standards and be disposed of in the proper designated locations within the facility. The Operator and Municipality have discretion of the quality of disposal materials:

- a. Construction and Demolition Waste - Mixed: must not contain any debris that is included in a separated category. Mixed waste includes roofing shingles, clean wood, Gyproc/plaster, vinyl/plastic building materials, carpeting, built up roofing, ceiling tiles, vinyl floor/linoleum, wiring, lighting fixtures and insulation. Any mixed waste containing household waste will be rejected.
  - i) Fiberglass insulation must be in clear bags, so it does not blow around the facility.
  - ii) Styrofoam insulation will be accepted whole or bundled but must be bagged in clear bags if in smaller pieces.
- b. Brush: must be clean (not mixed with yard waste) and no larger than 6-inches in diameter.
- c. Yard Waste: must be separated from brush. This includes leaves, sediment and rock.
  - 1. Trees, stumps, logs and brush larger than 6-inches in diameter are not accepted at the site on a regular basis.
  - 2. Should this service be needed in emergency situations (i.e. hurricane) the Council of the Municipality shall make a motion for a designated period for acceptance of this material.
- d. Fridges/Freezers/Air Conditions: must be separated from all other debris. These items contain freon and they will be separated from the scrap metal items, until freon is removed by a certified technician.
- e. Lobster Pots: must be separated from all other debris.
- f. Lobster Rope: must be separated from all other debris.
- g. Scrap Metal: must be separated from all other debris. This includes metal appliances, cold water tanks, hot water heaters, baseboard heaters, empty oil barrels, pots and pans, kitchen sinks, bed frames, bathtubs, BBQs.

#### **REMOVAL OF MATERIALS**

- 49.6 Scavenging, picking or removal of material from the facility is prohibited, except when authorized and organized by the Municipality.

#### **FEES AND CHARGES**

- 49.7 All fees and charges related to this policy shall be outlined in the Municipality's Fees and Charges Policy.

#### **PAYMENT AND BILLING**

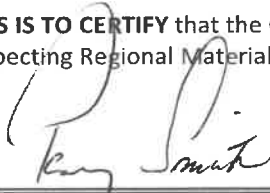
- 49.8 All disposal fees shall be paid at the time of disposal by the Customer to the Operator unless the Customer has an approved facility account set up with the Municipality.
- a. Account holders will be billed monthly by the Municipality's Finance Department. Payment terms will be as per Finance Department policy.
-

**COMPLIANCE**

49.9 The Municipality reserves the right to:

- a) Inspect materials before entering the facility.
- b) Observe the materials being removed from vehicles.
- c) Observe the unloading of materials to ensure proper placement.
- d) Decline accepting material from any customer.
- e) The Municipality reserves the right to refuse or revoke disposal to customers who do not comply with the policy or whose disposal bills are in arrears.
- f) Any unauthorized disposal or disposal of any unacceptable material shall be cleaned at cost recovery by the customer.

**THIS IS TO CERTIFY** that the Council of the Municipality of the District of Shelburne duly passed the policy respecting Regional Materials Recovery Facility Disposal Policy on the 25<sup>th</sup> day of March, 2026.



WARDEN, Penny Smith



CHIEF ADMINISTRATIVE OFFICER, Warren MacLeod

Approved by Council: September 28, 2020

Effective Date: September 28, 2020

Amended Date: July 14, 2021

Amended Date: March 25, 2026

Effective Date: April 1, 2026