



## PURPOSE

The purpose of the Solid Waste Tipping Fee Policy is to:

1. Provide transparency related to fees charged at the East Hants Waste Management Centre; and
2. Provide Institutional, Commercial, and Industrial (IC&I) customers with a schedule that will support their efforts to make informed decisions.

## SCOPE

Solid waste fees are applied to all Institutional, Commercial, and Industrial (IC&I) customers, based on the schedule outlined below.

This policy also includes fee schedules for the collection of solid waste, recyclables, and organics from schools within the boundaries of East Hants. This policy does not address the level of taxation on residential properties and small businesses required to support the waste management collection program within the municipality.

The Department of Infrastructure & Operations is responsible for the recommendation of all fees and the delivery of all services related to this policy.

## DEFINITIONS

Term	
East Hants Waste Management Centre	EHWMC; Municipally-owned and operated facility located at 1306 Georgefield Road.
Source-Separated Waste	Regular garbage, that is properly separated (no recyclables or organics)
Mixed Waste	Regular garbage that is found with more than 10% (by volume) contamination, such as recyclables, organics, wood, metal.
Source-Separated Construction Materials	Co-mingled construction materials that do not include regular garbage, recyclables or organics. As well this rate would be applied to any construction material the facility provides a segregated drop-off location; such as clean wood.
Mixed Construction Materials	Construction materials refers to a load that contains other materials, such as regular garbage, recyclables, or organics, with more than 10% (by volume).
Organics	Means food waste, leaf & yard waste, branches, and bushes, and other material of plant or animal origin.
Recyclables	Means fibre or container recyclables.



Term	
Gate Fees	Rates applied to those that do not have a pre-authorized account at the EHWMC
Account Fees	Rates applied to those that have a pre-authorized account for the EHWMC
East Hants Commercial and Industrial	Means material produced by a business or industry located and operated within the Municipality of East Hants
Provincial & Federal Customers	Means residential, institutional, commercial, and industrial that is owned, operated, or directly funded by Provincial and/or Federal governments.
Other - External	Means material produced by a residential property, business, industry located and operated outside of the Municipality of East Hants

## POLICY

### POLICY STATEMENT

It is the policy of the Municipality of East Hants that the following fees will be charged for waste materials delivered to the East Hants Waste Management Centre:

**Solid Waste Fees 2017 to 2022**  
East Hants Commercial & Industrial

	April 1 2017 to March 31 2018		April 1 2018 to March 31 2019		April 1 2019 to March 31 2020		April 1 2020 to March 31 2021		April 1 2021 to March 31 2022	
	Gate Fees	Account Fees	Gate Fees	Account Fees	Gate Fees	Account Fees	Gate Fees	Account Fees	Gate Fees	Account Fees
Source-Separated Solid Waste	\$123	\$120	\$126	\$123	\$129	\$126	\$132	\$129	\$135	\$132
Mixed Waste	\$246	\$240	\$252	\$246	\$258	\$252	\$264	\$258	\$270	\$264
Source-Separated Construction & Demolition (C&D)	\$58	\$56	\$60	\$58	\$62	\$60	\$64	\$62	\$66	\$64
Mixed C&D	\$88	\$85	\$90	\$87	\$92	\$89	\$94	\$91	\$96	\$93
Tires	\$72	\$70	\$74	\$72	\$76	\$74	\$78	\$76	\$80	\$78
Recyclables	\$93	\$90	\$95	\$92	\$97	\$94	\$99	\$96	\$101	\$98
Scavenged Recyclables	\$118	\$114	\$120	\$116	\$122	\$118	\$124	\$120	\$126	\$122
Metal	\$41	\$40	\$42	\$41	\$43	\$42	\$44	\$43	\$45	\$44
Organics	\$93	\$90	\$95	\$92	\$97	\$94	\$99	\$96	\$101	\$98



### Solid Waste Fees 2017 to 2022 Other - External Residential, Commercial & Industrial

	April 1 2017 to March 31 2018	April 1 2018 to March 31 2019	April 1 2019 to March 31 2020	April 1 2020 to March 31 2021	April 1 2021 to March 31 2022
Source-Separated Solid Waste	\$217	\$220	\$223	\$226	\$229
Mixed Waste	\$434	\$440	\$446	\$452	\$458
Source-Separated Construction & Demolition (C&D)	\$83	\$85	\$87	\$89	\$91
Mixed C&D	\$113	\$115	\$117	\$119	\$121
Recyclables	\$228	\$230	\$232	\$234	\$236
Scavenged Recyclables	\$456	\$458	\$460	\$462	\$464
Metal	\$41	\$42	\$43	\$44	\$45
Tires	\$72	\$74	\$76	\$78	\$80
Organics	\$228	\$230	\$232	\$234	\$236

### Solid Waste Fees 2017 to 2022 Chignecto Central Regional School Board

	April 1 2017 to March 31 2018	April 1 2018 to March 31 2019	April 1 2019 to March 31 2020	April 1 2020 to March 31 2021	April 1 2021 to March 31 2022
Green Cart	\$1.40	\$1.43	\$1.45	\$1.48	\$1.51
Recycling Bag/Bundle	\$1.40	\$1.43	\$1.45	\$1.48	\$1.51
Garbage Bag	\$4.42	\$4.50	\$4.60	\$4.69	\$4.78

- Increase of 2% per year



## Construction & Demolition Exemption Protocol

Tipping fees may be waived for Construction & Demolition material if the property being demolished is either a property owned by the Municipality of East Hants or is providing a public service by a registered not-for-profit organization that was using the site for public service that would have normally been managed by the Municipality if that not-for-profit organization did not exist.

Any organization requesting an exemption to Tipping Fees under this protocol must submit a request, in advance of the work taking place, to the Manager of Solid Waste whom will gather the full details and a request for consideration will be presented from the Director of Infrastructure & Operations to the Chief Administrative Officer. Organizations making a request should allow for at least one week for the request to be considered.

## Extenuating Circumstance Exemption Protocol

If there is an extenuating circumstance identified that is not captured in this policy and is deemed an infrequent scenario, a request can be made by either the Director of Infrastructure & Operations or through Council to the Chief Administrative Officer to waive a tipping fee charge. The intent of this protocol is to allow for the Municipality to act on unique circumstances if it is deemed to be in the best interest of the Municipality and acting in accordance the Municipalities Core Values.

## Dangerous or Unightly Premises Exemption Protocol

Tipping fees will not be charged to commercial haulers that are hired to clean up or transport material from a property which has been determined, by the Municipality, to be dangerous or unsightly; whether or not an Order of Council has been issued to clean-up the property.

Clean-up orders or directives from Municipal Departments or Council will be provided to the Waste Management Centre upon issuing.

All commercial haulers hired to clean-up or transport material from a property that has been determined to be dangerous or unsightly, must present documentation from the Municipality to Municipal staff at the Waste Management Centre indicating what property the waste has been collected from.



All commercial haulers hired to clean-up a dangerous or unsightly premises are required to follow all waste separation procedures.

## Special Event Exemption Protocol

Tipping fees may be waived for Special Event material if the property is either a property owned by the Municipality of East Hants or is providing a public service by a registered not-for-profit organization that was using the site for a special event that would have normally been managed by the Municipality if that not-for-profit organization did not exist.

Any organization requesting an exemption to Tipping Fees under this protocol must submit a request, 30business days in advance of the event taking place, to the Manager of Solid Waste. An application form is available from the Solid Waste Division, and will require details such as: date of event, event type, community to be served, and a solid waste management plan for the event. The Manager of Solid Waste will gather the full details and a request for consideration will be presented from the Director of Infrastructure & Operations to the Chief Administrative Officer.

Organizations making a request should allow 30business days for this process.

Organizations that do not complete this exemption process will be charged fees at the Waste Management Centre.



## ROLES AND RESPONSIBILITIES

Title/Role	Responsibilities
Manager of Solid Waste - Policy Editor	<p>The Policy Editor is a person having managerial and policy-making responsibility related to the writing, compilation and revision of content and will:</p> <ul style="list-style-type: none"> <li>• Ensure policies in their care and control are always up-to-date, reviewed annually or sooner if necessary</li> <li>• Draft new or edit existing policy content</li> <li>• Be able to interpret and explain policy content</li> <li>• Ensure policy documents are branded and any supporting documents, ie. applications forms are also branded and content consistent with the policy</li> <li>• Ensure policy content is relevant and accurate</li> <li>• Seek and secure approval recommendation of the policy from the Policy Owner</li> <li>• Seek and secure approval of the policy from the appropriate Approver; and,</li> <li>• Provide the final approved policy document to the Assistant Municipal Clerk</li> </ul>
Director of Infrastructure & Operations - Policy Owner	<p>The Policy Owner will:</p> <ul style="list-style-type: none"> <li>• Provide oversight to ensure policies in their care and control are always up-to-date, reviewed annually or sooner if necessary by the assigned Policy Editor</li> <li>• Be able to interpret and explain policy content</li> <li>• Provide oversight to ensure policy documents are branded and any supporting documents, ie. application forms are also branded and content consistent with the policy</li> <li>• Provide oversight to ensure policy content is relevant and accurate</li> <li>• Review the policy and make recommendation for approval to the appropriate Approver; and,</li> <li>• Ensure that the final approved policy document has been provided to the Assistant Municipal Clerk</li> </ul>
CAO & Council - Approver	<p>The Approver will:</p> <ul style="list-style-type: none"> <li>• Review Policy recommendations for approval consideration (approve, reject or edit); and,</li> <li>• Notify the Policy Editor, Policy Owner and Assistant Municipal Clerk of decision</li> </ul>
Assistant Municipal Clerk	<p>The Assistant Municipal Clerk will:</p> <ul style="list-style-type: none"> <li>• Facilitate an annual Policy Review; and,</li> <li>• Ensure final approved policies are maintained, stored and posted where appropriate</li> </ul>
Employees	<p>The Employees will:</p> <ul style="list-style-type: none"> <li>• Ensure the policy is administered on a daily basis as outlined; and</li> <li>• Will notify the Policy Editor of any errors or omissions</li> </ul>

## RELATED DOCUMENTATION

Related forms, processes, procedures and other documents that support the policy.



Document Name	Document ID	Document Type
Bylaw 4-6 Solid Waste Collection & Disposal	Bylaw 4-6	Bylaw
Tipping Fee Policy - Regarding Dangerous or Unsightly Premises		Council Policy [Repealed C19(69)]

## VERSION LOG

Version Number	Amendment Description	Amendment/Policy Editor	Amendment/Policy Owner	Approver	Approval Date
1.0	Amalgamation of previous solid waste fees policies and update of fee schedule to Council for approval	Manager of Solid Waste	Director of Operational Services	Council	May 2012
1.1	Addition of Exemption Protocol for C&D as per motion C15 (95)	Director of Infrastructure & Operations	Director of Infrastructure & Operations	Council	May 2015
02.00	Policy name change from Solid Waste Fees to Solid Waste Tipping Fee Policy.  Change of fee payment type from Regular to Gate Fees, and Discount to Account Fees.  Addition of fee structure and definitions for materials coming to the WMC from non-East Hants Commercial & Industrial.	Manager of Solid Waste	Director of Infrastructure & Operations	Council	March 29, 2017
3.0	Addition of Dangerous & Unsightly Exemption policy to this policy.  Addition of Special Event Protocol Exemption policy.	Manager of Solid Waste	Director of Infrastructure & Operations	Council	March 27, 2019



EAST HANTS

# Solid Waste Tipping Fee Policy

MEH-OPS-CP-1

Council  Administrative

## CERTIFICATION

I, Connie Nolan, Municipal Clerk for the Municipality of East Hants, hereby certify that this policy was duly approved.

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Connie Nolan  
Municipal Clerk