

## Municipality of the District of Lunenburg POLICY

Title: <b>Distribution of Compost Carts</b>	
Policy No. <b>MDL-44</b>	
Effective Date: November 12, 2008	Amended Date:

The Council of the Municipality of the District of Lunenburg hereby adopts the following Policy respecting the distribution of compost carts within the Municipality for the purpose of providing for source-separated compostable organics waste collection per the requirements of the Municipal Solid Waste By-law.

1. The Municipality of the District of Lunenburg is primarily responsible for the maintenance and continuing distribution of compost carts in the municipality. The carts are used by residents and businesses in the Municipality's curbside collection program.
2. The supply of the compost carts is purchased by the Municipality of the District of Lunenburg to aid residents and businesses in sorting their organics correctly and enabling them to collect and composted. This helps achieve our goals in terms of diversion and ensure we keep this banned material out of landfill.
3. A database will be maintained to ensure compost carts are monitored from the time of purchase until the end of their life-cycle. An inventory count will be carried out on March 31 end of each fiscal year and monthly reports delivered on the status of inventory available for distribution.
4. It will be determined on a yearly basis, whether any additional carts are required to be purchased to maintain satisfactory inventory for distribution, based on previous distribution records. The cart purchase requirement will form part of the proposed Municipal capital budget for the year.
5. The inventory of carts shall be maintained at a convenient storage location under Municipality control (as at 2008, cart storage is at the MARC, Dayspring). Distribution of the carts for Municipal resident pick-up will generally be at the Lunenburg Regional Community Recycling Centre.
6. Residents picking up a cart will be required to fill out a cart affidavit (see Appendix A) and sign it confirming cart receipt and explanation of cart use and user responsibilities. The affidavit information will be entered into the Municipal cart database, and filed.
7. Municipal carts will only be distributed to Municipal residents. Residents of other municipalities will be directed to acquire a compost cart from their jurisdictional municipal unit.

8. Carts may be sold to other municipal units subject to maintenance of satisfactory inventory levels. Cart prices will be at prevailing cart replacement costs. Inventory records will be updated, and accounting procedures for invoicing followed, as required.
9. The Municipality shall distribute compost carts to residents in the Municipality of the District of Lunenburg in accordance with Table A "Compost Cart Distribution".
10. Compost carts distributed at no cost, in accordance with Table "A" will be assigned to the resident's property parcel, and remain Municipal property, whose care and use will be the responsibility of the resident. When a resident sells the property, the freely distributed cart shall remain on the property, for a future user.
11. The Municipality may maintain a limited number of "backyard" type composters, subject to annual budgets. When available, they may be provided free of charge to island residents without access to curbside collection. They may also be provided on a case-by-case basis to residents with access difficulties, such as those with long driveways or on seasonally- collected roads. An affidavit must be completed for each backyard-type composter that is provided free of charge. Backyard composters will be sold to other residents upon request, as inventory allows, at the most recent replacement unit cost.
12. **TABLE "A" - COMPOST CART DISTRIBUTION**

**Cart/Mini-bin Distribution Shown is the Maximum Per Type of Occupancy for Distribution at No Charge Additional Carts/Bins Are Sold at the Most Recent Municipal Replacement Unit Cost**

<b>Type of Assessed Unit</b>	<b>No. of Carts</b>	<b>No. of Minis</b>
Motel, Hotel	1 (240lt) per 7 units	1 per unit
Restaurant	2 (240lt) per restaurant	1 per restaurant
Cabins (to the discretion of the site operator)	1 (240lt) per every 4 iunits in a row, 1 (140lt) per single unit	1 per unit
Senior Citizen's Complex	1 (240lt) per 3 units or 3 beds	1 per unit or 3 beds
Apartment Building	1 (240lt) per 3 units	1 per units
Commercial Business (excluding restaurants)	1 (240lt) per business	1 per business
Community, Fire, Church Halls	1 (240lt) per hall or carts may be lent for functions	2 per hall

Homeowner	1 (240lt) or 1 (140lt) per dwelling	1 per dwelling
School	1 (240lt) for per 3 classrooms	1 per classroom

**Note for Table "A":**

**"Units" means apartments, housekeeping units or other similar habitations for human occupancy.**

13. When a cart is issued, the resident will be given with each cart, a mini-bin, a collection calendar and the information on the Municipality solid waste collection and disposal system, and instructions on the care and use of the compost cart.
14. Carts will be replaced at no charge by the Municipality for damages covered under manufacturer's warranty. The Municipality reserves the right to review the circumstances of the damage, to decide whether the homeowner is to pay for a replacement. For example, if hot ashes were placed in the cart, the resident may have to pay. However, if it is damaged by animals, they may have a free replacement.
15. Residents and businesses will be encouraged to report stolen carts to the Municipality as soon as possible. The Municipality shall document where the cart was stolen and report the theft to the RCMP. Stolen carts may be replaced at no charge to the resident. Residents will be encouraged to promptly return emptied carts from the roadside after the collection pick-up to a secure area on their property.
16. Residents will be encouraged to direct questions regarding the use and care of carts, cart replacements and rejected curbside pick-ups due to improperly-sorted waste to public recycling education and outreach staff at the Lunenburg Regional Community Recycling Centre.
17. The requirements of the Municipal Solid Waste By-law regarding the collection and disposal of compostable organic waste are referenced by this Policy.
18. The Municipality may exchange a cart for a different-sized cart at any time, per a resident request, depending on the condition of the exchanged cart, and as cart inventory permits.
19. The Municipality may lend compost carts at no charge for special events, such as events at community, fire & church halls, subject to existing cart inventory. The event holder will be required to complete the affidavit in Appendix "A", and return the cart, clean and in good order, at the end of the event. If the cart is not returned in one month of pick up by the event-holder, the event-holder on the affidavit will be invoiced for the cost of the cart (s).
20. If a resident inherits a cart after moving into a new property and the cart is damaged, or otherwise unusable, the cart may be replaced at the discretion of the Municipality.

- 21. Residents may have their carts repaired, or parts replaced, due to normal use, at no charge, subject to the resident returning the cart for such repair. In some cases, the Municipality may be able to effect repairs at the resident's property, subject to available repair labour. If repairs will take longer than a day, the resident may be given a replacement cart at no charge.
- 22. Compost carts covered under manufacturer's warranty, will be repaired or replaced by the Municipality, at no charge to the resident.
- 23. Sales of carts will be based on the most recent replacement unit cost of the Municipality.
- 24. Residents will be required to pick up their own container, generally at the Lunenburg Regional Community Recycling Centre. However a once-a-month delivery service may be provided to those who are unable to pick up a container, subject to a pre-arranged appointment, suitable property access and available delivery labour.
- 25. This Policy replaces all previous Municipal polices on compost cart distribution.

<b>Clerk's Annotation for Official Policy Book</b>	
Date of Adoption	<u>November 12, 2008</u>
Date of Notice to Council Members off Intent to Consider	<u>October 16, 2008</u>
Date of Passage of Amendments:	
I certify that this " <i>Distribution of Compost Carts</i> " was adopted by Council as indicated above.	
<u><i>Annellewyno V. O'Neil</i></u> Municipal Clerk	<u><i>November 12, 2008</i></u> Date



Municipality of the District of Lunenburg

### Green Cart / Backyard Composter Affidavit

I, the undersigned, solemnly swear that I have received a Green Cart/Backyard Compost Container in good condition. I promise to sort my waste properly. I will put my food scraps in the green cart, paper in grocery bags, recyclables in blue bags and keep as much as possible out of the garbage.

Cart #: \_\_\_\_\_

240lt:  140lt:  mini:

check one: Backyard Composter:

Property Owners Name: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Assessment Acct.#: \_\_\_\_\_

Civic Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Roads: (check one) Public:  Private:

Signature: \_\_\_\_\_

I understand that this cart is to remain on the above noted property and shall not change with ownership of the same.

Comments: New Home:  Paid For:

Never Had One:

Check one: Picked up:  Delivered:

Sworn to before me at: **Whynotts Settlement**

Date: \_\_\_\_\_, 2006

Authorized Municipal Signature