

**TOWN OF ANNAPOLIS ROYAL
POLICY**

TITLE: Yard Debris Drop Off Site	
POLICY NO.: #2021-02	SUPERSEDES: #2014-3
EFFECTIVE DATE: May 25, 2021	APPROVED BY COUNCIL MOTION NO.: #C2021-05-17-15

1. Policy Statement

1. The Yard Waste Drop Off site is a privilege, specifically for use by the residents of Annapolis Royal, businesses located in Annapolis Royal, or businesses working on behalf of an Annapolis Royal resident or business, for the purpose of disposing of the types of yard debris specified in this policy. The continued availability of this site will require the cooperation of all who use it.

2. Definitions:

1. **Bags:** means any type of container, compostable or otherwise, which may contain Yard Waste
2. **Curbside:** they area in front of a residence, as close as possible to, but not in the road, and not blocking any sidewalk or public pathway.
3. **Operating Times:** means the dates and times which the Yard Waste Drop Off site is accessible to the public. These are April 1st to December 15th from 9:00 AM to 3:00 PM.
4. **Tree Section:** any portion of the tree's butt, bole, trunk, or branch
5. **Yard Debris:** means grass cuttings, leaves, or tree sections no larger than 15 cm or 6 inches in diameter **AND** length no longer than 1 m or 3 feet, none of which may be from Elms.
6. **Yard Debris Drop Off Site:** Means the locked area of land adjacent to the Public Works Yard

3. Purpose

1. The purpose of this policy is to define the operation of the Yard Debris Drop Off site. This site offers the residents and resident businesses of Annapolis Royal a location to dispose of yard debris which cannot be accommodated by the Valley Waste Green Carts. It is also the responsibility of the Town to operate this site in such a manner as to minimize costs to taxpayers.

4. Procedure:

1. Residents are encouraged to use their own Valley Waste Green Carts for yard debris, in accordance with Valley Waste policies, whenever possible.
2. Yard Debris may only be dropped off during Operating Times specified. Due to circumstances or requests, Public Works may elect, at its sole discretion, to open the site for additional hours of operation. These times will be published in advance on the Town website and social media. Requests for additional opening times may be made to Public Works during normal business hours.
3. The types of Yard Waste permitted are defined above. No waste from Elms is permitted.
4. Bags containing Yard Waste are not permitted. While bags may be used to bring Yard Waste to the site, they should be emptied and re-used.
5. Leaves, grass clippings, and brush must be dropped off in the areas specified.
6. Christmas tree may be left curbside. These will be picked up by Public Works.

7. The Yard Debris Drop off site will be monitored by video. Use of the site is acceptance of this condition.
8. Violation of this policy may lead to a revocation of the privilege to use the Yard Debris Drop Off site. Individuals found using the site after revocation of this privilege may be charged with violating the Nova Scotia Protection of Property Act, CHAPTER 363 OF THE REVISED STATUTES, 1989, amended 2001, c. 12, s. 47, and may be subject to the penalties therein.

5. Responsibility

1. Chief Administrative Officer (CAO)

- i. Directs compliance with the Yard Debris Drop Off Policy coordinating with the Annapolis Royal Public Works Department and Police Service.
- ii. When required, the CAO will inform individuals that their right to use the Yard Debris Drop Off site is suspended, and access is no longer permitted.

2. Director of Public Works

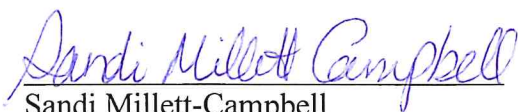
- i. Will monitor use of the site, including review of video footage to ensure that the specifics of the policy are being met.
- ii. In those cases where the policy is being violated, the Director of Public Works will seek to inform and educate those individuals. In cases where there are repeated violations, the Director of Public Works will inform the CAO.

3. Chief of the Annapolis Royal Police Service

- i. In coordination with the Chief Administrative Officer (CAO), the Chief of the Annapolis Royal Police Service will monitor the site to prevent trespassing.

THIS IS TO CERTIFY that this policy was duly passed by a majority vote of the whole Council at a duly called Council meeting held on the 17 day of May 2021.

GIVEN under the hand of the CAO and under the seal of the Town of Annapolis Royal the 25 day of May 2021.


Sandi Millett-Campbell
Chief Administrative Officer