

Landfill Access Administration Policy

Effective July 1, 2008

Policy accepted by the Corporation of the Township of Matachewan on June 16, 2008.

1. Introduction

a) Background

In October 2007, The Corporation of the Township of Matachewan implemented “*Landfill Tipping Fee Vouchers*”. The Vouchers were implemented prior to the Landfill Access Administration Policy. Implementing the vouchers in advance allowed for a smooth transition to this new policy.

b) Forefront

The Corporation of the Township of Matachewan has implemented the Landfill Access Administration Policy, effective as of July 1, 2008. The Landfill Attendant is now to inspect all waste entering the Matachewan landfill for dumping and to provide descriptive reports to the Matachewan Town office.

c) Intended Use of the policy

The Landfill Access Administration Policy is intended to regulate dumping by transients and visitors to the community therefore extending the life of our existing landfill. Additionally, this policy will streamline the administration of the Landfill and bring in operational, reclamation, closure and post closure revenue.

2. The Landfill Access Pass

a) Acquiring a Landfill Access Pass

A maximum of 2 passes per household or business may be acquired. Landfill Access Passes are available to all ratepayers in the Township of Matachewan. Ratepayers must come in person to the municipal office and provide the following identification:

- A copy of a valid photo identification with a signature.
- Ratepayers must provide proof of a municipally taxed address.
- Vehicle ownership, to prove make, model and year of the vehicle.
- License plate # for the above noted vehicle.

b) Using the Landfill Access Pass

- The Landfill Access Pass must be clearly displayed for the Landfill Attendant and hanging from the rearview mirror of the vehicle that it is registered to.
- The License Plate number of the Access Pass must match that of the vehicle that it is displayed on.
- Ratepayers not displaying a Landfill Access Pass will have their waste refused and documented by the Landfill Attendant.

c) Moving or Changing Vehicles

- The Landfill Access Pass is the property of the Township of Matachewan. If a ratepayer is moving out of the Township, the Landfill Access Pass must be returned to the Township Office.
- If a ratepayer has replaced a vehicle of which a Landfill Access Pass has been issued to, the new vehicle must be reported to the Township Office. Even if the vehicle has the same license plate number, the description must be modified in our logs.

d) Landfill Tipping Fee Vouchers

When the Landfill Attendant inspects a load of waste and finds that it meets criteria requiring a tipping fee voucher, the Landfill Attendant is to collect the prepaid voucher, later to return it to the Town Office.

If a Tipping Fee Voucher is not provided, the load of waste is then refused until a voucher is provided.

Tipping Fee Vouchers are to be purchased from the Matachewan Town Office during regular business hours.

e) Buck-a-Bag Stickers

- These labels are intended for regular household garbage being dumped by people other than ratepayers. (1 sticker per regular common 67L household garbage bag) There is a maximum of 3 bags allowed per day.
- These stickers are to be purchased prior to arriving at the Landfill with waste to be dumped. The stickers are \$1.00 per bag and sold at the Matachewan Town Office and at Dogstar.

3. Landfill Rates

- All Landfill rates are determined by the current User Fee Bylaw. This by-law states that all ratepayers of Matachewan will be able to dump regular household garbage off at the landfill at no charge. A Landfill Access Pass is of no charge to ratepayers of The Township of Matachewan.
- Landfill fees for users other than rate-payers in Matachewan are included in the current User Fee By-Law.
- Landfill fees for all other types of waste are also included in the current User Fee By-law.

4. Expectations of the Landfill Attendant:

- The Landfill Attendant must approach every vehicle to inspect every load of waste.
- The Landfill Attendant must be provided one of the following to allow waste to be dumped at the Matachewan Landfill:
 - 1) Landfill Access Pass
 - 2) Buck-A-Bag stickers
 - 3) Tipping Fee Vouchers
- The Landfill Attendant is expected to come to the Town Office for new training and materials before the implementation date.
- The Landfill Attendant must refuse any loads of waste that are not considered approved. (Either by the Township of Matachewan or the MOE.)
- The Landfill Attendant must keep up to date and complete daily logs and reports pertaining to all comings and goings at the Landfill.
- All encounters and issues must be logged and tipping fee vouchers must be handed in to the Town Office.
- This includes any confrontations/incidents regarding the new policies, what occurred and how the Landfill Attendant has handled the incident.



**THE CORPORATION OF THE
TOWNSHIP OF MATACHEWAN**

PUBLIC NOTICE – Landfill Site

After careful consideration, Council has decided to accommodate those who require and have requested morning access to the landfill site. Therefore, effective immediately, the new dump hours will be as follows:

SUMMER HOURS		WINTER HOURS	
(Victoria Day to Halloween)		(The day after Halloween to the day before Victoria Day)	
Monday	CLOSED	Monday	CLOSED
Tuesday	10:00 a.m. – 4:00 p.m.	Tuesday	12:00 p.m. – 6:00 p.m.
Wednesday	CLOSED	Wednesday	CLOSED
Thursday	2:00 p.m. – 8:00 p.m.	Thursday	12:00 p.m. – 6:00 p.m.
Friday	2:00 p.m. – 8:00 p.m.	Friday	CLOSED
Saturday	10:00 a.m. – 4:00 p.m.	Saturday	12:00 p.m. – 6:00 p.m.
Sunday	2:00 p.m. – 8:00 p.m.	Sunday	CLOSED

Thank you for your cooperation!

Staff and Council of the Corporation of the Township of Matachewan