



TOWN POLICY

ADMINISTRATION POLICY:

Transfer Station Wood Waste Burning Policy

DEPARTMENT: Public Works

POLICY NUMBER: PW-004

APPROVAL: 
Jeff Shaw

EFFECTIVE DATE: January 24, 2017
SUPERSEDES: Policy #B-16
UP FOR REVIEW: December 21, 2021

Policy Statement:

The Town of Cardston operated the solid waste transfer station including the area designated for wood product. The Town burns this wood pile on occasion to deal with the volume of wood. This policy intends to outline the procedure for safely burning the wood pile.

The purpose of this policy is to:

This policy is to insure the burning of the wood waste is done in a safe manner to avoid harm to all personnel and general public, and to avoid damage to property.

The following guidelines must be followed for the burning of the wood waste pile at the Transfer Station:

- 1) Designated days for starting the fire at the wood waste pile: Sunday, Monday, Wednesday & Friday.
- 2) During hot dry weather, when planning to ignite the burn pile, weather forecasts are to be observed to help anticipate the winds on the designated day. The fire can only be started if winds are below 20 km/h. If on the day chosen to ignite the burn pile the winds unexpectedly rise above 20 km/h, igniting the burn pile must be postponed.
- 3) A Burn Permit must be obtained from the Town office the day before the burn pile is to be ignited.
- 4) A water supply must be onsite or available at the time of burning the wood pile, especially if wind speed increases after igniting the burn pile and if the surrounding area is dry.
- 5) Notification must be given to "Alberta Public Communication Centre" when the burn is started and when it is distinguished. Their number is 1-403-329-1225.

Burning of the wood waste is the duty of the contractor operating the Transfer Station. The contractor shall be responsible in following these procedures and to also monitor the area as the fire is burning.



