

Township of Admaston/Bromley
Second Monthly Meeting
Thursday, March 17, 2022 @ 7:30 p.m.

AGENDA

1. Call Meeting to Order
2. Moment of Silence
3. Approval of Agenda
4. Disclosure of Pecuniary Interest
5. Minutes
 - 5a Resolution to adopt Minutes of council meeting held [March 3, 2022](#)
6. Delegations and Guests
7. **Planning and Economic Development Committee** – Chair Bob Hall, Committee Member Kevin LeGris
 - 7a [Building and Sewage Report](#)
 - 7b [Cannabis Recommendations Report](#)
 - i. [Cannabis By-Law – Proposed amendments](#)
 - ii. [Renfrew County Cannabis Recommendations Study 2021](#)
 - 7c [Site Plan Control By-Law Report](#)
8. **Community Service Committee** – Chair Kevin LeGris, Committee Member Bob Hall
 - 8a
9. **Operations Committee** Chair Robert Dick, All of Council
 - 9a [February Public Works Report](#)
10. **Waste Management Committee** – Chair Michael Donohue, All of Council
 - 10a [Update on Osceola Expansion Report](#)
 - i. [Osceola Landfill Conceptual Groundwater Model Update – Cambium Report](#)
 - ii. [Supporting Recovering Value from Waste Presentation – Ministry of the Environment, Conservation and Parks](#)
11. **Finance and Administration Committee** - Chair Michael Donohue, All of Council
 - 11a [Municipal Government Wayfinders Ltd. Agreement Report](#)
 - i. [Municipal Government Wayfinders Ltd. Agreement](#)

- 11b** [Employee Assistance Program \(EAP\) Report](#)
 - i. [Employee Assistance Program Booklet](#)
- 12. **Protective Services Committee** – Chair Mike Quilty, Committee Member Robert Dick
 - 12a** [Email from Renfrew OPP – Freedom Convoy Costs](#)
- 13. **County of Renfrew** – Mayor Michael Donohue
 - 13a** [County Council Summary - February](#)
- 14. **By-Laws**
 - 14a** [2022-23](#) – Agreement with Municipal Government Wayfinders Ltd.
- 15. Old Business
 - 15a** [Action Tracking List](#)
- 16. Closed Session
 - 16a** Employee Negotiations
- 17. New Business
- 18. Confirmatory By-Law
 - 18a** [2022-24](#) being a by-law to confirm proceedings of Council Meeting
- 19. Question Period
- 20. Adjournment

PLEASE NOTE “Submissions received by the public, either orally or in writing may become part of the public record/package”.

Council Information

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday March 3, 2022. Present were Mayor Michael Donohue, Deputy Mayor Mike Quilty and Councilors Robert Dick, Bob Hall, and Kevin Legris.

Staff Members present were CAO/Clerk Jennifer Charkavi, Acting Treasurer/Deputy Clerk Mitchell Ferguson, Acting Roads Superintendent, Steve Visinski and Administrative Assistant, Meagan Jessup.

Agenda Items 1 and 2 – Call Meeting to Order and Moment Silence

Mayor Donohue called the Meeting to Order at 7:30 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 01/03/22

Moved by: Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED that Council approve the March 3, 2022, Council Meeting Agenda.
Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

Resolution No. 02/03/22

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that Council adopt the following meeting Minutes:

- February 17, 2022, Regular Council Meeting.

Carried

Agenda Item 6 – Delegations and Guests

None.

Agenda Item 7 – Planning and Economic Development Committee Chair Bob Hall, Committee Member Kevin LeGris

None.

Agenda Item 8 – Community Services Committee – Chair Kevin Legris, Committee Member Bob Hall

8a Library Minutes and Reports – January 18, 2022, Board Meeting Minutes
February 2022 Treasurer & CEO's Report

Councillor Hall presented the report to Council. Councillor Hall pointed out that the March Trivia Night has been cancelled. He also noted that the Balsam Hill Horton Women's Institute has come to an end and have sold the building, from the proceeds they have made a donation. The Election of Officers for the Board was chosen, and Mayor Donohue noted that it is very nice to have continuity. After some discussion, the following resolution was passed:

Resolution No. 03/03/22

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED Council receive the following Library Board information:

- January 18, 2022, Board Minutes
- Treasurer and CEO's Report – February 2022

Carried

Agenda Item 9 – Operations Committee – Chair Robert Dick, all of Council

None.

Agenda Item 10 – Waste Management Committee – Chair Michael Donohue, all of Council.

None.

Agenda Item 11 – Finance and Administration Committee – Chair Michael Donohue, all of Council.

11a Organizational Review Report

The Acting Treasurer/Deputy Clerk presented the report to Council. It was noted that Consilium Public Sector Services lacked municipal experience. After some discussions the following resolution was passed:

Resolution No. 04/03/22

Moved by Kevin LeGris, seconded by Bob Hall.

BE IT RESOLVED that Council award the Request for Proposal to Municipal Government Wayfinders Ltd. for the Township's organizational review.

AND BE IT FURTHER RESOLVED that Council approve the awarded price of \$59,925 plus HST, totaling \$67,715.25.

Carried

11b Financial Indicator Review

The Acting Treasurer/Deputy Clerk presented the report to Council. After some discussions the following resolution was passed:

Resolution No. 05/03/22

Moved by Mike Quilty, seconded by Robert Dick.

BE IT RESOLVED that Admaston/Bromley Council accept the Ministry of Municipal Affairs and Housing – 2021 Financial Indicator Review, as information.

Carried

11c Ontario Infrastructure Debentures

The Acting Treasurer/Deputy Clerk presented the report to Council. Mayor Donohue noted the Township is currently tying up "loose ends" in regards to construction projects and were able to establish an attractive interest rate. After some discussions the following resolution was passed:

Resolution No. 06/03/22

Moved by Mike Quilty, seconded by Robert Dick.

WHEREAS Council approved staff to debenture the items on the application for to Infrastructure Ontario (Schedule B of By-Laws 2022-20 and 2022-21);

THEREFORE BE IT RESOLVED that Council approves the By-laws 2022- 20 and 2022-21 to approve the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for the long-term financing of certain capital work(s) of the Corporation of the Township of Admaston/Bromley (the “Municipality”); and to authorize the entering into of a rate offer letter agreement pursuant to which the municipality will issue debentures to OILC.

Carried

Agenda Item 12 – Protective Services Committee Chair Mike Quilty, Committee Member Robert Dick

12a Update on Firefighter Certifications Report

CAO/Clerk Charkavi presented the report to Council. It was brought up that there are no issues with training, there are only issues with recruiting of future volunteer fire fighters. After some discussions, the following resolution was passed:

Resolution No. 07/03/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council receive the report from the Protective Services Committee concerning the Committee’s comments on the proposed Fire Fighter Certifications.

Carried

Agenda Item 13 – County of Renfrew Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

Resolution No. 08/03/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT the Council approve the following by-laws:

- Final Debenture 10 Year - By-Law - 2022-20
- Final Debenture 20 Year - By-Law - 2022-21

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

CAO/Clerk Charkavi presented the Action Tracking Report to Council. It was noted that with the current restrictions being lifted in the Province, the Township can open the Community Centres again. The following resolution was passed:

Resolution No. 09/03/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council accepts the Action Tracking report as information.

Carried

Agenda Item 16 – Closed Session

16a Employee Negotiations

Administrative Assistant, Meagan Jessup, left the Council Chambers at 8:15 p.m. The following resolution was passed:

Resolution No. 10/03/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council move into a Closed Session at 8:15 p.m. as per section 239(b) of the Municipal Act - *personal matters about an identifiable individual, including municipal or local board employees.*

More specifically to discuss employee negotiations.

Resolution No. 11/03/22

Moved by Kevin LeGris, seconded by Bob Hall

BE IT RESOLVED that Council rise from the Closed Session and report progress at 8:38 p.m.

Agenda Item 17 – New Business

None.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2022-15 being a by-law to confirm proceedings of Council Meeting

Resolution No. 12/03/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED that By-Law 2022-22, being a By-law to confirm the Proceedings of Council of the Township of Admaston/Bromley at the meeting held March 3, 2022, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 13/03/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED that the Thursday, March 3, 2022, Township of Admaston/Bromley Council meeting be adjourned at 8:40 p.m.

Carried

Mayor

CAO/Clerk

Township of Admaston/Bromley

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Renfrew, ON

K7V 3Z5

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613-432-2885 Stone Road Office
613-432-4052 Fax

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REPORT

Date: March 17, 2022
To: Council
From: Mitchell Ferguson
Re: Building and Sewage Report

Discussion:

Below is a comparison of the Building Permits from 2022 and 2021 for February.

February 2022	New Residence Permits	New Residence Permit Values	Other Permits	Other Permit Values	Total Permits	Total Value
Monthly	1	400,000.00	10	592,000.00	11	992,000.00
Year to Date	1	400,000.00	10	592,000.00	11	992,000.00
February 2021						
Monthly	-	-	-	-	-	-
Year to Date	-	-	-	-	-	-

Permit Breakdown Comparison			
	2020	2021	2022 to date
Dwellings	11	12	1
Commercial	-		
Agricultural & Farm	21	5	1
Other (Ex. Additions, Porches, Sheds, Decks)	47	65	9
Total Building Permits	79	82	11
Septic Permits	24	29	3
Demolition Permits	-	3	
Grand Total	103	114	14

Total Monthly Building Permits - Previous Years													
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2020	-	4	5	7	13	9	11	5	12	6	5	2	79
2021	-	-	11	20	7	3	10	9	17	3	1	1	82
2022	-	11	-	-	-	-	-	-	-	-	-	-	11

People Consulted:
None.

Recommendation for Council:

BE IT RESOLVED THAT Council accepts this report as information.

Township of Admaston/Bromley

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**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: March 17th, 2022
To: Council
From: Jennifer E. Charkavi
Re: Renfrew County Cannabis Operations Study Recommendations Report

Background:

County representatives visited municipalities and reviewed the Cannabis Operations Study Recommendations Report with respective Councils in late 2021.

The County has finalized the report and has recommendations concerning the operation of cannabis within our municipality.

Discussion:

Our current Zoning By-Law has no language or regulations for cannabis. By receiving and adopting the recommendations provided in the report, the Township of Admaston/Bromley will begin the process with County staff to amend the Zoning By-Law.

Amending the Zoning By-Law will require public notices and a Township meeting in order to adopt the recommendations.

Financial Implications:

There are no financial implications at this time.

People Consulted:

Acting Treasurer/Deputy Clerk

Recommendation for Council:

BE IT RESOLVED THAT Council receive the County of Renfrew's Cannabis Operations Study Recommendations Report;

AND BE IT FURTHER RESOLVED THAT Council direct the County of Renfrew Planning Division and Township staff to incorporate the Cannabis Operations recommendations into the Township of Admaston/Bromley's Zoning By-Law and begin the process of notification of such.

Cannabis By-law – Suggested Zoning By-Law Amendments

DEFINITIONS

AIR FILTRATION SYSTEMS means a system designed, approved and implemented in accordance with a license issued by Health Canada as part of its requirements under the Cannabis Act, for the purposes of controlling emissions, including odour, for a licensed cannabis cultivation and production facility.

CANNABIS – LICENSED CULTIVATION AND PRODUCTION FACILITY means any building or structure, licensed and/or authorized to grow, possess, sell, provide, ship, deliver, transport, destroy, test, produce export and/or import cannabis for medical or non-medical purposes, including related research as defined in applicable Federal Regulations as amended from time to time. For the purpose of describing a licensed cannabis cultivation and production facility, cultivation refers to the growing of cannabis, whereas production refers to the processing and producing of cannabis and cannabis related products.

SECURITY FENCE means fencing that is required by Health Canada as part of its license requirements under the Cannabis Act

3.* Licensed Cannabis Production Facility

3.*.1 Separation Distances

The following reciprocal separation distances shall be applied between a licensed cannabis production facility to any residential, commercial, institutional or open space use/zones.

	Reciprocal Setback (minimum)
A cannabis production and cultivation facility with a total gross floor area less than 7,000 square metres and with an air treatment control system	150 m
A cannabis production and cultivation facility with a total gross floor area greater than 7,000 square metres and less than 10,000 square metres and with an air treatment control system	200 m
A cannabis production and cultivation facility with a total gross floor area greater than 10,000 square metres and with an air treatment control system	250 m
A cannabis production and cultivation facility of any size where an air treatment control system is not provided	300

3.*.2 Outdoor storage is prohibited

3.*.3 Where permitted as an agricultural use (in the rural and agriculture zones) the following provisions apply to a licensed cannabis cultivation and production facility:

3.*.3.1 Minimum Lot Frontage 100 m

3.*.3.2 Minimum Lot Area 8 Ha

3.*.3.3 Minimum Yard requirements for buildings and structures

1. Front Yard 30 m

2. Exterior Side Yard 30 m

3. Interior Side Yard 30 m

4. Rear Yard 30 m

3.*.3.4 Maximum Building Height 11 m

3.*.3.5 The maximum gross floor area for cannabis production (processing, testing, destruction, packaging and/or shipping) within a licensed cannabis cultivation and production facility as an agricultural use shall be limited to 15% of the gross floor area of the facility.

3.*.3.6 In an Agriculture Zone, the maximum amount of land to be utilized for buildings (including greenhouses), structures, parking areas shall be 1 ha.

3.*.3.7 A security fence associated with a licensed cannabis cultivation and production facility shall be setback a minimum of 10 metres from all lot lines.

3.*.3.8 All loading spaces must be located in a wholly enclosed building.

3.*.3.9 Existing structures may not be converted or retrofitted for a licensed cannabis cultivation and production facility.

DRAFT

CANNABIS OPERATIONS STUDY RECOMMENDATIONS REPORT

November 2021



INTRODUCTION 2

SESSION WITH LOCAL MUNICIPALITIES..... 2

OFFICIAL PLAN 2

ZONING BY-LAW 3

Defining cannabis PRODUCTION AND CULTIVATION4

Permitting cannabis production and cultivation in specific zones 4

Permit cannabis production and cultivation AS AN Agricultural USE 5

Permit cannabis production and cultivation in Industrial zones5

CANNABIS PRODUCTION AND CULTIVATION
PERFORMANCE STANDARDS.....5

Minimum setbacks.....5

Minimum Lot Area 6

Minimum separation distances 7

Limited accessory activities for a permitted cannabis production and
cultivation facility 7

Other zoning considerations 8

SITE PLAN CONTROL..... 9

OTHER MUNICIPAL BY-LAWS 9

CONCLUSION 10

APPENDIX A – DRAFT OFFICIAL PLAN
AMENDMENT 11

APPENDIX B – ZONING BY-LAW AMENDMENT.... 13

APPENDIX C – DRAFT SITE PLAN BY-LAW
AMENDMENT & GUIDE..... 15

Table 1 Site Plan Considerations..... 16

APPENDIX D – NUISANCE BY-LAW 28

INTRODUCTION

The County of Renfrew (the “County”) is undertaking a Cannabis Operations Study (the “Study”) to inform a land use planning framework to regulate cannabis operations and provide direction to local municipalities. The Study is being undertaken in three phases. Phase 1 of the Study reviewed the legislative and policy context related to cannabis production facilities and uses, and detailed associated land use implications. A total of twelve municipalities were also reviewed to inform a best practice approach. Phase 2 of the study included a discussion of the policy, zoning and building regulatory options.

This report represents Phase 3 of the Study, which is the Final Recommendations Report based on the research from the previous phases and the direction provided by the County.

The recommendations for regulating cannabis will cover the following options:

- Official Plan Amendment;
- Zoning By-law Amendment;
- Site Plan Control By-law; and
- Nuisance By-laws;

General recommendations for policy approaches will also be included for consideration by the County and its local municipalities. For each recommendation, the language have been made general so they may be adapted as needed by the municipalities based on its local context.

SESSION WITH LOCAL MUNICIPALITIES

The County and the project team held a session with representatives from the local municipalities on September 7, 2021. The purpose of the session was to discuss various regulatory options and to obtain feedback from municipal stakeholders. During the discussions, the following key points were expressed by the municipal stakeholders:

- Municipalities would prefer to have generalized Official Plan policies so that the local municipalities can implement various options, either through the Zoning By-law or other tools, that suits their individual needs
- The lack of clarity in existing Zoning By-laws causes issues with interpretation and result in cannabis production and cultivation facilities being permitted where land use conflicts exist
- A consistent policy approach would assist with implementation and with growers who would like to operate in the County

OFFICIAL PLAN

As discussed in the options report, the current County Official Plan contains sufficient policies for general regulation of cannabis-related uses, specifically as it relates cannabis production and cultivation. However, the current policies provide limited guidance when it comes to options for mitigation that can be implemented, including issues presented through the site plan approval process. In addition, the Official Plan also does not differentiate cannabis production and cultivation in an agricultural context from an industrial context.

Given the diversity of municipalities across the County and their associated needs based on the input provided, it is understood that the local municipalities would prefer to have additional guidance in the Official Plan related to cannabis production and cultivation as a specific use and higher-level guidance on how and where it may be accommodated. However, it is also recognized that consistency across the County would be beneficial for economic development as it will be easier for the potential cannabis operators to navigate.

As such, it is our recommendation that the Official Plan be amended in the following manner:

- Cannabis production and cultivation should be defined and considered as an agricultural use. This would include any processing of cannabis, which would be considered an agriculture-related use, in accordance with the current policy framework and best practices among the case studies. On lands where agriculture is a permitted use, permit both indoor and outdoor cultivation, but permit only indoor storage and processing.
- Cannabis production and processing independent from any cultivation operation should be defined and considered as an industrial use. If cultivation is proposed in an industrial zone, it could be permitted as-of-right or be determined on a site-specific basis through a Zoning By-law Amendment, based on the preference of the municipality, provided that there are adequate separation distances from sensitive land uses.
- Complete application requirements for Zoning By-law Amendment and Site Plan Control should be included, as needed and applicable, to require details relating to lighting, fencing and security, and odour control/ventilation to address nuisance issues.
- Limit cannabis production and cultivation facilities to purpose-built facilities where it is proposed as an agricultural use, thus preventing any retrofit or use of existing agricultural buildings or structure to ensure that the buildings are up to standard in order to minimize land use impacts.

Appendix A of the subject report includes a draft of the recommended Official Plan Amendment.

ZONING BY-LAW

Zoning By-laws are commonly used to regulate land uses and mitigate or eliminating land use conflicts. Zoning By-laws are controlled and implemented at the local level, resulting in a variety of different provisions that may apply to cannabis operations throughout the County. As discussed in the background and options report, there are approximately 20 separate Zoning By-laws in effect throughout the County, and many of them could be interpreted to permit cannabis related activities under existing regulations and provisions. However, existing provisions may not provide the necessary clarity, nor address land use conflicts that arise specifically from cannabis related activities. In addition, most of the local Zoning By-laws predate the legalization of cannabis and did not contemplate cannabis related activities.

As per findings of the study, it is our recommendation that personal growth of cannabis should not be regulated by the Zoning By-law as it is beyond the scope of Zoning given that it is a permitted under federal legislation. In addition, it is also recommended that retail cannabis will be permitted through existing retail store provisions within the By-law. As such, the subsequent sections will focus on cannabis production and cultivation.

In general, performance standards for cannabis production and cultivation facilities covers the following provisions:

- Defining cannabis-related terms;
- Permitting cannabis-related activities in specific zones;
- Including special provisions for mitigating measures;
- Including special provisions regulating the type of structure

Appendix B of the subject report includes a draft of the recommended Zoning By-law Amendment.

DEFINING CANNABIS PRODUCTION AND CULTIVATION

Municipalities may choose to define cannabis-related terms in the following manner:

- No definition
- Single definition
- Multiple definitions based on scale
- Definitions that correspond with federal licensing classes

Depending on how the terms are defined, the related performance standards will have to reflect that choice. To keep a balance between ease of interpretation and functionality, it is our recommendation that cannabis production and cultivation be covered under single definition in most cases. Issues regarding large scale production, such as outdoor storage, water use, electrical use, shipping and receiving or other issues can be addressed through general provisions. As such, a single definition will be able to cover different scale of facilities and different federal licensing classes, provided that the necessary provisions are in place to address performance standards based on scale. The definition can be the same definition from the Official Plan. The local municipalities may choose to vary it depending on where they chose to permit the facilities. A sample definition is as follows:

A Licensed Cannabis Cultivation and Production Facility shall mean any building, structure, or use, licensed, registered, authorized, or designated to grow, process, sell, provide, ship, deliver, transport, destroy, test, produce, export and/or import cannabis for medical or non-medical purposes as the primary use of land (50% or greater), including related research as defined in applicable Federal Regulations as amended from time to time.

For the purpose of describing a Licensed Cannabis Cultivation and Production Facility, cultivation refers to the growing of cannabis, whereas production refers to the processing and producing of cannabis and cannabis related products.

CANNABIS RELATED EQUIPMENT AND FACILITIES DEFINITIONS

In addition to defining cannabis and cannabis production and cultivation, municipalities have also defined equipment and features associated with cannabis production and cultivation facilities in the Zoning By-law to clarify direction for setbacks and minimum separation distances. It is recommended that the Zoning By-law define those terms in order to implement performance standards for those items. In particular, regulating air filtration systems and security fencing can help to reduce land use impacts and maintain the character and landscape of the rural and agricultural zones. The features can be defined as follows:

SECURITY FENCE

Security Fence refers to fencing that is required by Health Canada as part of its licence requirements under the Cannabis Act.

AIR FILTRATION SYSTEMS

Air Filtration Systems refers to a system designed, approved, and implemented in accordance with a license issued by Health Canada as part of its requirements under the Cannabis Act, for the purposes of controlling emissions, including odour, of a licensed cannabis cultivation and production facility.

PERMITTING CANNABIS PRODUCTION AND CULTIVATION IN SPECIFIC ZONES

The majority of existing local Zoning By-laws within the County do not provide direction as to where cannabis production and cultivation activities are permitted. For municipalities without provisions for cannabis production

and cultivation, interpretations of the Zoning By-law can lead to inconsistent implementation and unintended consequences, resulting in real or perceived adverse impacts.

It should be noted that each option presented below should be considered with the performance standards presented in the later section of this report as it is intended to mitigate the impact the use may have in its permitted zone.

PERMIT CANNABIS PRODUCTION AND CULTIVATION AS AN AGRICULTURAL USE

In general terms, cannabis is an agricultural crop and is therefore interpreted as an agricultural use as contemplated by the Provincial Policy Statement (PPS). A permissive reading of the PPS would permit cannabis cultivation in agricultural areas and rural areas where farming is a permitted. As such, a prohibition of cannabis production and cultivation in agricultural areas could be interpreted as being inconsistent with the PPS. However, the municipality reserves the right to implement performance standards to regulate how the use can occur. Given the above, it is our recommendation that municipalities permit cannabis production and cultivation as-of-right as an agricultural use. If the municipalities chose not to implement it as-of-right, it can be considered on a case-by-case basis through a Zoning By-law Amendment under the provisions proposed in the Official Plan section of this report. As such, the following is recommended:

- Cannabis cultivation should be permitted as-of-right where Agriculture is a permitted use.
- Cannabis processing should be permitted as-of-right where Agricultural is a permitted use as an Agriculture-related use, provided it is associated with cultivation. It is recommended that a limited amount of processing and related activities be permitted in the context of an agricultural-related use in conjunction with any cannabis cultivation use. Large-scale operations involving the processing of cannabis products from off-site sources should not be permitted as-of-right and should require a Zoning By-law amendment to evaluate the use.
- Indoor cultivation and production only be permitted in purpose-built facilities and prohibited in retrofit facilities.

PERMIT CANNABIS PRODUCTION AND CULTIVATION IN INDUSTRIAL ZONES

Cannabis production and cultivation facilities may contain several activities in a single location, and these types of activities are well suited for industrial zones where similar types of activities also occur. Typically, industrial zones are already established in a location away from sensitive land uses within the municipality and would also have existing performance standards intended to mitigate industrial land use impacts. However, cultivation of cannabis is a use not generally contemplated or considered as an employment use. As such, it is recommended that cultivation in the industrial zones be considered on a case-by-case basis through a Zoning By-law Amendment application depending on the scope and scale of the proposed facility, whereas industrial activities associated with production can be permitted as-of-right. The required submission for considering the Zoning By-law Amendment have been recommended in the Official Plan section of this report.

CANNABIS PRODUCTION AND CULTIVATION PERFORMANCE STANDARDS

The following section provides a review of performance standards that are often used to regulate cannabis production and cultivation studies as per the cast study review.

MINIMUM SETBACKS

Minimum setbacks are a standard zoning tool and are established in Zoning By-laws with the intent of mitigating land use impacts and conflicts. For cannabis production and cultivation, setbacks may potentially address odour,

lighting, and noise impacts. Setbacks can also be desirable to address concerns related to visual impacts related to security features or building design. Combined with the additional definition for those features, setbacks may be able to reduce impacts on the rural and agricultural landscape.

MINIMUM SETBACKS – AGRICULTURAL USE

A greater minimum setback is recommended for cannabis cultivation and production facility as an agricultural use. As previously described, cannabis production and cultivation facilities may have characteristics that are not contemplated as an agricultural use. To preserve the agricultural landscape and characteristics, it is recommended that municipalities implement a greater setback from the lot line to mitigate those impacts. Additional provisions may be applied to ensure the setback yards are adequately landscaped to serve as a buffer. If security fencing and air filtration systems are defined term, setbacks can also be introduced to those features.

A sample setback could be as follows:

A Licensed Cannabis Cultivation and Production Facility

Minimum Yard Requirements for Buildings or Structures:

- a) Front Yard – 30 metres
- b) Exterior Side Yard – 30 metres
- c) Interior Side Yard – 30 metres
- d) Rear Yard – 30 metres

MINIMUM SETBACKS - INDUSTRIAL ZONES

As previously described, industrial zones are typically already established in a location away from sensitive land uses within the municipality and would also have existing performance standards intended to mitigate industrial land use impacts. Depending on the existing setbacks in the Zoning By-law, a municipality could choose not to implement additional setbacks for cannabis production given that a cannabis production facility would not be out of character in those areas. Where cultivation is proposed with the production facility, it can be considered on a case-by-case basis. If a municipality chose to implement additional setbacks on cannabis production and cultivation facilities in industrial zones, a standard similar to the setback for agricultural uses can be implemented.

MINIMUM LOT AREA

Minimum lot area is a standard zoning tool that is already established in Zoning By-laws with the intent of ensuring the size of the lot can adequately accommodate the permitted uses of the zone. In the case of cannabis production and cultivation, a larger minimum lot area can ensure greater ability to accommodate large setbacks, accommodating site plan requirements, and maintaining rural and agricultural character. However, larger lot sizes may limit the feasibility of smaller facilities. Based on our case study review, other municipalities have incorporated a minimum lot area ranging from 8 - 10 hectares.

MINIMUM LOT AREA - AGRICULTURAL USE

A greater minimum lot area is recommended for cannabis production and cultivation facilities are proposed as an agricultural use. As previously described, cannabis production and cultivation facilities may have characteristics that are not contemplated for an agricultural use. It was also recommended that municipalities implement a greater setback from the lot line to mitigate those impacts. As such, a greater minimum lot area would be required to ensure that a site would be able to implement those setbacks. In addition, a larger minimum lot area can ensure

greater ability to accommodating site plan requirements A minimum lot area ranging from 8 - 10 hectares are recommended.

MINIMUM LOT AREA - INDUSTRIAL ZONES

As previously described, industrial zones typically already have existing performance standards suitable for industrial activities. As such, a greater minimum lot area may not be required in industrial zones. Depending on the existing provisions in the Zoning By-law, a municipality could choose not to implement changes for cannabis production facilities. Whereas cultivation is proposed with the production facility, it can be considered on a case-by-case basis.

MINIMUM SEPARATION DISTANCES

Many of the case study municipalities have minimum separation distance (MSD) provisions for cannabis production and cultivation facilities. MSDs are a conventional tool that is used to reduce potential compatibility conflicts by standardizing the separation of specific noxious uses from sensitive land uses. In the case of cannabis production and cultivation facilities, the distance can reduce the potential impacts of noise, odours and light on sensitive land uses. The Province’s draft *Land Use Compatibility Guideline* considers indoor cannabis production and cultivation facilities that are located in a settlement area on lands that are zoned for industrial uses to have an area of influence of 2,000 m and recommends a minimum separation distance of 500 metres. However, minimum separation distance can vary based on the size and scale of the facility, mitigating features such as an air infiltration system, and compatibility studies that are produced on a case-by-case basis. As such, a minimum separation distance of less than 500 metres can be considered when there are appropriate mitigation features or through a Zoning By-law Amendment. Through the best practice review, several municipalities have implemented different MSDs based on the scale of the facility. A sample is as follows:

	Setback to any residential, commercial, institutional, or open space use/zone
A cannabis production and cultivation facility with a total gross floor area less than 7,000 square metres and with an air treatment control system	150 metres
A cannabis production and cultivation facility with a total gross floor area greater than 7,000 square metres and less than 10,000 square metres and with an air treatment control system	200 metres
A cannabis production and cultivation facility with a total gross floor area greater than 10,000 square metres and with an air treatment control system	250 metres
A cannabis production and cultivation facility of any size where an air treatment control system is not provided	300 metres

LIMITED ACCESSORY ACTIVITIES FOR A PERMITTED CANNABIS PRODUCTION AND CULTIVATION FACILITY

As previously described, cannabis production and cultivation can include a diverse range of activities, many of which may have not been contemplated in rural and agricultural areas. Some level of processing is typically permitted as an agriculture-related use, which is characterised in the PPS as follows:

- Farm-related commercial and farm-related industrial use;
- Shall be compatible with, and shall not hinder, surrounding agricultural operations;

- Directly related to farm operations in the area;
- Supports agriculture;
- Provides direct products and/or services to farm operations as a primary activity; and
- Benefits from being in close proximity to farm operations.

One of the examples in the *Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas* include the processing of produce grown in the area. Given the above, accessory processing is contemplated and permitted by the PPS provided that it meets the above-noted criteria. As such, provisions should be provided in the Zoning By-law to ensure cannabis production and cultivation facilities in agricultural zones meet the above criteria for agriculture-related uses. A sample is as follows:

A building or structure used for a cannabis production (processing, testing, destruction, packaging and/or shipping) in an Agricultural zone shall be limited to a maximum ground floor area of 500 m².

An alternative is as follows:

The maximum gross floor area for cannabis production (processing, testing, destruction, packaging and/or shipping) within a Licensed Cannabis Cultivation and Production Facility in an Agricultural zone shall be limited to 15% of the gross floor area of the facility.

OTHER ZONING CONSIDERATIONS

In addition to the performance standards described above, there are other zoning considerations that a municipality may choose to implement if the existing Zoning By-law does not already have provisions in place. The issues are as follows:

- Outdoor storage
- Loading space
- Parking

OUTDOOR STORAGE

Federal regulations prohibit any outdoor storage for cannabis products. However, municipalities may choose to prohibit outdoor storage for packaging materials and production supplies associated with cannabis production and cultivation facilities, specifically when it is proposed as an agricultural use. A sample is as follows:

Outdoor storage is prohibited

Alternatively, municipalities may also choose to permit outdoor storage, subject to setbacks and screenings. A sample is as follows:

Outdoor storage shall be only permitted within a rear yard and is subject to the setbacks of a cannabis production and cultivation facility. Outdoor storage area shall be so located that it is not visible from a street along any line that is perpendicular to such street. Outdoor storage areas shall be screened on all sides with an opaque fence or landscaping or a combination of both.

LOADING SPACE

If the municipality does not have existing loading space provisions, municipalities may implement performance standards for loading spaces for the loading of packaging materials and production supplies associated with cannabis production and cultivation. To preserve the character of the agricultural area, performance standards could be implemented to mitigate any impacts caused by loading and shipping. A sample is as follows:

All loading and shipping spaces must be located in an enclosed building.

Alternatively, loading spaces can be permitted outside of the building. A sample is as follows:

No loading space shall be permitted in the front yard and is subject to the same setbacks as a cannabis production and cultivation facility. Loading areas shall be screened on all sides with an opaque fence or landscaping or a combination of both.

PARKING SPACE

Municipalities may apply existing parking standards. For example, parking requirements for cannabis cultivation may be applied based on existing parking provisions for farm or greenhouse uses, while parking rates for production uses can be considered under existing provisions for industrial uses. Municipalities may also implement provisions specifically for cannabis production and cultivation facilities. A sample is as follows:

1.0 space per 100 m² GFA up to 3,000 m² GFA, plus 0.5 spaces per 100 m² GFA over 3,000 m² GFA

SITE PLAN CONTROL

Site Plan control is a tool that can be used to mitigate and/or eliminate land use compatibility conflicts and is included in the County's Official Plan as a tool that should be used to address cannabis production facilities. Section 41 of the Planning Act gives planning authorities the ability to control various aspects of how a particular property is developed and to regulate various features on a specific site. To use site plan control, the Official Plan must include policies defining the site plan control area, which can be all or part of a municipality, and a site plan control by-law must be developed in accordance with the Planning Act. Site plan control offers the ability to control certain external building, site, and boulevard design matters, and requires drawings to be completed that include the location, design and massing of buildings, the layout of parking and service areas, public access areas, landscaping, paving materials, and street furniture. It can also include conditions of approval, such as requiring mitigation measures to protect adjoining lands. They can also use conditions of approval to require agreements to ensure that the conditions described above are implemented, and which may be registered on title.

The existing County Official Plan contains provisions for site plan control for 'marijuana production facilities', which are expected to specifically address security fencing and requirements for buffer landscaping. As per our recommendations, it is proposed that an Official Plan amendment be implemented to provide additional guidance for site plan control requirements. It is common for site plan control by-laws to exclude rural and agricultural development from requiring site plan control as a method of encouraging and supporting agricultural uses. Where this occurs, it is recommended that local site plan control by-laws be amended to exclude cannabis cultivation and production facilities from any exceptions for site plan control approval and include it as a form of development regulated by the site plan control by-law. In addition, required submissions to support the application can also be included in the by-law. A sample for a site plan by-law amendment is provided in Appendix C. Appendix C also includes Table 1, which provides an outline of the various factors to be considered as part of a Site Plan Control application.

OTHER MUNICIPAL BY-LAWS

NUISANCE BY-LAW

The *Municipal Act* section 129 gives municipalities the authority to prohibit and regulate public nuisances, including odours, noise, and illumination that can be seen from outdoors. Under this authority, local municipalities in the County can pass nuisance by-laws that regulate odours, noise, lighting, and undesirable property standards caused by cannabis production and cultivation facilities and cannabis growing for personal, medical, and

commercial uses. This option can require source of nuisance activities to limit and control odour, lighting, and noise, and document and report complaints concerning the nuisance. It also can give the By-law enforcement officials to enter and inspect facilities and residences for compliance and issuance of fines and penalties.

Nuisance by-laws can be implemented in different ways depending on the context and the wishes of the local municipality. Some municipalities may have existing by-laws that deal with specific nuisances, such as a property standards by-law, noise by-law, or odour by-law. Where there are existing by-laws that deal with nuisances that are similar to those that may be caused by cannabis related activities, the by-laws can be amended to speak directly to cannabis related concerns. The local municipality may also choose to implement a nuisance by-law specifically addressing cannabis related activities.

It should be noted that enforcing a nuisance by-law of any form will require resources and commitment from the municipality. Staff resources will be required to receive, investigate, and monitor complaints. Additional equipment may also be necessary for the purpose of objectively measuring the intensity of nuisances, such as olfactometers to measure odour units, and equipment to measure light or noise impacts in order to determine whether enforcement action is necessary.

For the purpose of this report, a sample text has been provided for a general nuisance by-law that specifically addresses cannabis related activities. A sample of a cannabis nuisance by-law is provided in Appendix D.

CONCLUSION

This report includes general recommendations for a policy and regulatory approach to be implemented by the County and its local municipalities regarding the following matters:

- Official Plan Amendment;
- Zoning By-law Amendment;
- Site Plan Control By-law; and
- Nuisance By-laws;

Sample provisions have been provided where appropriate. For each recommendation, provisions and policy language have been kept general as to be adapted by the municipalities based on its local context and desires.

Licensed Cannabis Cultivation and Production Facility

A Licensed Cannabis Cultivation and Production Facility means a building or land used for the cultivation, processing, testing, destruction, packaging and/or shipping of cannabis in accordance with the Cannabis Act. A Licensed Cannabis Cultivation and Production Facility is subject to other pertinent policies of this Plan and may be permitted by a local municipality in the Rural, Agricultural, Urban Community or Village Community designations.

A Licensed Cannabis Cultivation and Production Facility may be subject to site plan control pursuant to the Planning Act, R.S.O. 1990, c.P. 13. Upon receipt of an application for site plan control to permit a Licensed Cannabis Cultivation and Production Facility, local municipalities shall be satisfied that the following criteria are met:

- i. Where a Licensed Cannabis Cultivation and Production Facility is proposed as an agricultural use, only new purpose-built facilities will be permitted, and any retrofit or use of existing agricultural buildings or structure is prohibited;
- ii. That mitigation measures be taken to reduce adverse impacts on nearby residential, institutional, recreational and other sensitive land uses, and to determine the appropriate separation distance of the proposed facility to existing sensitive land uses and zones, including commercial, institutional and recreational land uses frequented by members of the public; A minimum setback of 150 metres is recommended from a sensitive land use.
- iii. Any adverse impacts generated by noise, dust, odour, light and traffic be appropriately mitigated, as demonstrated by the required studies identified in this section.
- iv. That a waste management plan will be submitted demonstrating that waste generated from the use can be appropriately managed;

Where processing, testing, destruction, packaging and/or shipping of cannabis is proposed as an agricultural use, it must be demonstrated that the Licensed Cannabis Cultivation and Production Facility meets the Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas as prepared by the Ontario Ministry of Agriculture, Food and Rural Affairs by satisfying the following criteria:

- i. Farm-related commercial and farm-related industrial use.
- ii. Shall be compatible with, and shall not hinder, surrounding agricultural operations.
- iii. Directly related to farm operations in the area.
- iv. Supports agriculture.
- v. Provides direct products and/or services to farm operations as a primary activity
- vi. Benefits from being in close proximity to farm operations

Where the cultivation of cannabis is proposed as an industrial use, the proposed Licensed Cannabis Cultivation and Production Facility is required to demonstrate conformity to the Land Use Compatibility Guidelines as prepared by the Ministry of the Environment, Conservation and Parks.

Where a Zoning By-law Amendment is required, the following studies should be submitted as part of a Zoning By-law amendment application to the satisfaction of the local municipality:

- i. Odour Impact Assessment and an Odour Mitigation Plan
- ii. Light Mitigation Plan
- iii. Agricultural Impact Assessment
- iv. Traffic Impact Study
- v. Noise and Vibration Impact Assessment

The following studies should be submitted as part of a site plan control application to the satisfaction of the local municipality:

- i. Odour Impact Assessment and an Odour Mitigation Plan
- ii. Light Mitigation Plan
- iii. Agricultural Impact Assessment
- iv. Traffic Impact Study
- v. Noise and Vibration Impact Assessment

The municipal may retain, at the applicant's expense, a qualified consultant to peer review the above noted submissions and provide professional conclusions and recommendations to the municipality.

Existing Licensed Cannabis Cultivation and Production Facility

Where there is an existing Licensed Cannabis Cultivation and Production Facility, it is a policy of this Plan to require a site plan approval for any additional floor area beyond the existing facility on the effective date of **date**.

DEFINITIONS is hereby amended by adding the following new subsection and renumbering all subsequent sections:

A LICENSED CANNABIS CULTIVATION AND PRODUCTION FACILITY shall mean any building or structure, structure, or use, licensed and/or, registered, authorized, or designated to grow, process, sell, provide, ship, deliver, transport, destroy, test, produce, export and/or import cannabis for medical or non-medical purposes as the primary use of land (50% or greater), including related research as defined in applicable Federal Regulations as amended from time to time.

For the purpose of describing a Licensed Cannabis Cultivation and Production Facility, cultivation refers to the growing of cannabis, whereas production refers to the processing and producing of cannabis and cannabis related products.

SECURITY FENCE shall mean fencing that is required by Health Canada as part of its licence requirements under the Cannabis Act.

AIR FILTRATION SYSTEMS shall mean a system designed, approved and implemented in accordance with a license issued by Health Canada as part of its requirements under the Cannabis Act, for the purposes of controlling emissions, including odour, of a licensed cannabis cultivation and production facility.

GENEAL PROVISIONS is hereby amended by adding the following new subsection and renumbering all subsequent sections:

LICENSED CANNABIS CULTIVATION AND PRODUCTION FACILITY

Where permitted as an Agricultural Use:

- a) Minimum Lot Frontage - 100 metres
- b) Minimum Lot Area - 8 hectares
- c) Minimum Yard Requirements for Buildings and Structures:
 - i. Front Yard - 30 metres
 - ii. Exterior Side Yard - 30 metres
 - iii. Interior Side Yard - 30 metres
 - iv. Rear Yard - 30 metres
- d) Maximum Building Height - 11 metres
- e) The maximum gross floor area for cannabis production (processing, testing, destruction, packaging and/or shipping) within a Licensed Cannabis Cultivation and Production Facility as an Agricultural use shall be limited to 15% of the gross floor area of the facility.
- f) A licensed cannabis cultivation and production facility shall not be permitted on any lot containing a dwelling unit
- g) All buildings or structures or portions of land thereof used for a licensed cannabis cultivation and production facility shall be located as per the Table below:

	Setback to any residential, commercial, institutional or open space use/zone
A cannabis production and cultivation facility with a total gross floor area less than 7,000 square metres and with an air treatment control system	150 metres
A cannabis production and cultivation facility with a total gross floor area greater than 7,000 square metres and less than 10,000 square metres and with an air treatment control system	200 metres
A cannabis production and cultivation facility with a total gross floor area greater than 10,000 square metres and with an air treatment control system	250 metres
A cannabis production and cultivation facility of any size where an air treatment control system is not provided	300 metres

- h) A security fence associated with a Licensed Cannabis Cultivation and Production Facility shall be setback a minimum of 10 metres from all lot lines.
- i) Outdoor storage is prohibited.
- j) All loading and loading spaces must be located in a wholly enclosed building
- k) Existing structures may not be converted or retrofitted for a Licensed Cannabis Cultivation and Production Facility.

Where permitted as an Industrial Use:

- a) All buildings or structures or portions of land thereof used for a licensed cannabis cultivation and production facility shall be located as per the Table # below:

	Setback to any residential, commercial, institutional or open space use/zone
A cannabis production and cultivation facility with a total gross floor area less than 7,000 square metres and with an air treatment control system	150 metres
A cannabis production and cultivation facility with a total gross floor area greater than 7,000 square metres and less than 10,000 square metres and with an air treatment control system	200 metres
A cannabis production and cultivation facility with a total gross floor area greater than 10,000 square metres and with an air treatment control system	250 metres
A cannabis production and cultivation facility of any size where an air treatment control system is not provided	300 metres

APPENDIX C – DRAFT SITE PLAN BY-LAW AMENDMENT & GUIDE

For municipalities with Site Plan Control By-laws, ensure the items identified below are included within the By-law as it will allow the municipality to require mitigation of certain issues. Further, should the local municipality not have the expertise in-house to review the reports or plans, then a third party could be engaged to undertake a peer review.

Example Site Plan By-law text:

No person shall undertake the following development unless and until the Council of the municipality, has approved the plans and/or drawings for such development in accordance with Section 41 of the *Planning Act*:

- a) Licensed Cannabis Cultivation and Production Facility

A complete application for a Licensed Cannabis Cultivation and Production Facility shall include but is not limited to the following plans and/or drawings:

- a) Odour Impact Assessment and an Odour Mitigation Plan
- b) Light Mitigation Plan
- c) Traffic Impact Study
- d) Noise and Vibration Impact Assessment

TABLE 1 SITE PLAN CONSIDERATIONS

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
Odour	Odour Impact Assessment Odour Mitigation Plan	<p>Pursuant to section 85 of the <i>Cannabis Regulations</i>, any building or part of a building where cannabis or anything that will be used as an ingredient is produced, packaged, labelled, stored or tested must be equipped with a system that must be able to:</p> <ul style="list-style-type: none"> • Filter air to prevent the escape of cannabis odours associated with cannabis plant material to the outdoors. • Provide natural or mechanical ventilation with sufficient air exchange to provide clean air and to remove unclean air in order to prevent the contamination of the cannabis or thing that will be used as an ingredient, except in the case of any building or part of a building where the only activities being conducted in respect of cannabis and anything that will be used as an ingredient are its cultivation, propagation or harvesting. • Be accessible and, if necessary, for its cleaning, maintenance or inspection, be disassembled, except in the case of any building or part of a building where the only activities being conducted in respect of anything that will be used as an ingredient are its cultivation, propagation or harvesting; 	<p>System – filtration and ventilation</p> <ul style="list-style-type: none"> • Any building or part of a building used for the production, packaging, labelling, storage, or testing of cannabis is equipped with an adequate system that is capable of maintaining air quality within it. • Is designed in a manner in which the air exchange is sufficient for maintaining the air quality of the building or any area of the building with the exception of any building or part of a building where the only activities being conducted are the cultivation, propagation and harvesting of cannabis or anything that will be used as an ingredient. • Prevents the accumulation of heat, steam, condensation or dust. • Is equipped with close-fitting screens or filters to prevent the entry of dust, smoke, steam, odours, and contaminated air. <p>Maintenance program</p> <ul style="list-style-type: none"> • Ventilation and air filtration should be maintained in accordance with a schedule. • Maintenance operations are carried out in a manner that do not present any risk to the quality 	<ul style="list-style-type: none"> • The Developer agrees that the Air Filtration and Ventilation system shall be maintained in accordance with the Air Filtration and Ventilation Maintenance Schedule. • The Developer shall monitor and respond to odours surrounding the building or part of a building in accordance with the Odour Mitigation Plan.

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
		<ul style="list-style-type: none"> Withstand repeated cleaning, except in the case of any building or part of a building where the only activities being conducted in respect of anything that will be used as an ingredient are its cultivation, propagation or harvesting; and Function in accordance with its intended use, except in the case of any building or part of a building where the only activities being conducted in respect of anything that will be used as an ingredient are its cultivation, propagation or harvesting. <p>Odour Mitigation Plan should address the following</p> <ul style="list-style-type: none"> Sources of Odour Emission; Handling and Storage of Waste during Normal Operations; Preventative and Control Measures at the Facility; Implementation Schedule; Inspection Frequency and Checklists; and Monitoring Plan. 	<p>of the cannabis or anything that will be used as an ingredient.</p> <ul style="list-style-type: none"> The presence of odours surrounding the building or part of a building are monitored in accordance to a schedule and responded to if necessary. Inspection and repair activities occur when required. 	
Light	Light Mitigation Plan Photometric Plan	Pursuant to section 85.2 of the <i>Cannabis Regulations</i> , any building or part of the building where cannabis or anything that will be used as an ingredient is produced, packaged, labelled, stored or tested must be equipped with natural or artificial lighting	Natural or artificial lighting: <ul style="list-style-type: none"> The lighting used within the building or part of a building is appropriate in terms of placement and intensity for the cannabis or thing that will be used as an 	<ul style="list-style-type: none"> The Developer shall install and maintain such lighting as the municipality may reasonably require and in such location as approved by the municipality so as to suitably and adequately illuminate same and so as not to

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
		<p>that is appropriate for the activity being conducted.</p> <p>Furthermore, any lighting fixtures in the building or part of the building where these activities are being conducted must be capable of withstanding repeated cleaning and, if necessary, to prevent the contamination of the cannabis or thing that will be used as an ingredient, repeated sanitizing. The lighting fixture must not present a risk of contamination of the cannabis or thing that will be used as an ingredient in the event of a breakage.</p> <p>Exterior site lighting should be Dark Sky Friendly, with minimize glare while reducing light pollution, light trespass and skyglow. Light Mitigation Plan and/or Photometric Plan should ensure lighting will not interfere with any development on, or use of, adjacent, abutting or, nearby lands.</p>	<p>ingredient and the activity being conducted (e.g., areas where cannabis, ingredients or packaging materials are inspected, may require a higher intensity of light than storage areas).</p> <ul style="list-style-type: none"> • The lighting used does not alter the natural colour, affect the quality, result in the production of natural toxins and microorganisms of cannabis or anything that will be used as an ingredient, or cause them to deteriorate. • The effectiveness of chemical sanitizers is unaffected, as applicable (e.g., certain chemical sanitizers deteriorate during storage and exposure to light, such as chlorine dioxide and sodium hypochlorite). <p>Light fixtures are:</p> <ul style="list-style-type: none"> • Constructed from shatter-resistant materials. • Shielded with safety covers when they have materials like glass that could break, so as to contain broken materials. • Constructed from material that can be repeatedly cleaned and, if necessary, sanitized. • Installed in a manner that permits for routine cleaning. 	<p>interfere with any development on, or use of, adjacent, abutting or, nearby lands.</p>

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
			<ul style="list-style-type: none"> Cleaned, sanitized, and maintained in accordance with approved SOPs <p>Exterior lighting:</p> <ul style="list-style-type: none"> Lighting shall normally be Full Cut-off Dark Sky compliant LED Edge slim low-profile fixtures. Lighting shall be designed and/or shielded in such a way that all of the light rays emitted by the fixture are projected below the horizontal plane. Light fixtures should be positioned to give a uniform distribution of light to avoid the creation of “hot spots” (areas of over-illumination that make adjacent areas seem darker). 	
Agricultural Impact	Agricultural Impact Study/Assessment	<p>Where non-agricultural development is proposed on agricultural lands, an Agricultural Impact Study can be utilized to recommend ways to avoid or, if avoidance is not possible, minimize and mitigate adverse impacts.</p> <p>Can be utilized in situations where cannabis production is proposed on agricultural lands.</p>	<p>The following should be addressed per the Agriculture Impact Study/Assessment:</p> <ul style="list-style-type: none"> Identifies and assesses potential impacts from development on agriculture (including impacts to farmland, farm operations and the surrounding area) Recommends measures or strategies to avoid impacts (e.g. consider alternative locations where possible) Recommends measures to minimize or mitigate impacts (e.g. through design, use of buffers, etc.) 	<p>Agreement to include recommendations per the Agricultural Impact Study/Assessment, where appropriate.</p> <ul style="list-style-type: none"> The Developer shall implement the recommendations of the Agricultural Impact Study.

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
			<ul style="list-style-type: none"> Addresses site rehabilitation for agriculture, where applicable 	
Traffic	Traffic Impact Study	<p>Where a proposed development will generate an increase in peak hour trips to or from the site or traffic concerns that is deemed significant as determined by the municipality.</p> <p>The onus is on the applicant to demonstrate that a Traffic Impact Study is not required.</p>	<p>The following should be addressed as per the Traffic Impact Study:</p> <ul style="list-style-type: none"> Assess potential impacts of traffic changes caused by proposed development on municipal roads identify any infrastructure improvements or mitigation measures needed to ensure the road network will operate acceptably and safely upon completion of the proposed development 	<p>Agreement to include recommendations as per the Traffic Impact Study, where appropriate.</p> <ul style="list-style-type: none"> The Developer shall implement the recommendations of the Traffic Impact Study.
Noise	Noise and Vibration Study Noise Impact Assessment	<p>The Ministry of the Environment Conservation and Parks (MOECP) is responsible for protecting clean and safe air, land and water to ensure healthy communities, ecological protection and sustainable development for present and future generations. The MOECP fulfils these responsibilities, in part, by ensuring the sources of emissions to the environment are adequately controlled to prevent the potential for adverse effects, including the proper control of sources of noise emissions to the environment.</p> <p>Sound level limits that are applied by the MOECP to stationary sources, such as industrial and commercial establishments and auxiliary transportation facilities. Compliance with the sound level limits is required for existing, planned, new, expanded, or modified stationary sources of</p>	<p>Noise impact studies are to be prepared by qualified individuals with experience in environmental acoustics, preferably Professional Engineers. Noise impact studies are required by the MOECP in the context of an application for an MOECP approval. The MOECP guidance for applying for approvals includes the requirements for noise impact studies. Other approval authorities may have similar requirements.</p> <p>The impact assessment of noise produced by stationary sources is done by either prediction or measurement, or a combination of both. The noise impact assessment descriptor is the One-Hour Equivalent Sound Level (Leq), and the noise impact is evaluated at representative points of reception.</p>	<p>Agreement to include recommendations as per the Noise and vibration Study, where appropriate.</p> <ul style="list-style-type: none"> The Developer shall implement the recommendations of the Noise and Vibration Study. The Developer shall provide Certification by the Acoustical Consultant that the mitigation measures noted in the Noise Control and Vibration Study have been satisfied.

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
		sound through an Environmental Compliance Approval issued under Part II.1 of the <i>Environmental Protection Act</i> , or a Renewable Energy Approval issued under section 47.3 of the <i>Environmental Protection Act</i> , Reference 7.		
Security Measures		<p>Pursuant to section 63 of the <i>Cannabis Regulations</i>, the site must be designed in a manner that prevents unauthorized access.</p> <p>It is up to the licence holder to indicate the proposed perimeter of the site, whether it be the fence line, the exterior building walls, or by any other means. However, defined, the perimeter must be clearly indicated on the site plans.</p> <p>The perimeter of the site must be monitored at all times by visual recording devices to detect any attempted or actual unauthorized access to the site.</p>	<p>Walls</p> <ul style="list-style-type: none"> Walls are strong and sturdy enough to be considered an inefficient point of entry. <p>Doors</p> <ul style="list-style-type: none"> Doors, door locks and door frames are solid and strong enough to prevent easy breaching. Ceiling or service hatches are secured with a lock. Hinge pins are located on the inside of the secured area. If door hinges are exposed to the exterior, security hinges are used to prevent the removal of the door. <p>Windows</p> <ul style="list-style-type: none"> Windows are strong and sturdy enough so that breaching presents a challenge. Overall window construction such as window thickness, number of panes and window material (e.g., wire glass, laminated glass, polycarbonate, composite, etc.) results in a sturdy barrier. 	<ul style="list-style-type: none"> The Developer agrees provide for fencing to be erected in the locations to the satisfaction of the municipality as illustrated in Schedule _____.

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
			<ul style="list-style-type: none"> • Bars, steel grills and other window coverings may also be used to secure windows. • Window locks are located on the inside of the secured area. <p>Fences</p> <ul style="list-style-type: none"> • Fences are continuous without breaks and well maintained. • The bottom of the fence is close enough to the ground to prevent entry underneath the fence. If the fence passes over a trench or culvert, the opening is secured with fencing, metal grills or other barriers. • The fence is constructed in a manner that prevents someone from easily jumping or climbing over it. <p>Vent openings</p> <ul style="list-style-type: none"> • Vent openings are constructed to prevent an individual from crawling through. • Large accessible vent openings are secured with protective coverings such as metal grills, bars or expanded metal mesh to prevent entry by crawling through. 	
Supply of Water		Pursuant to section 85.1 of the <i>Cannabis Regulations</i> , any system that supplies water to a site must be appropriate for the activities being conducted with cannabis and anything that will be used as an ingredient.	<p>Water supply</p> <ul style="list-style-type: none"> • The water supply is appropriate for the intended use and is of a quantity and pressure sufficient 	Standard water service clauses per the municipality.

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
		<p>In addition, any system that supplies potable water to a site must not be cross-connected with any other system, unless measures are taken to eliminate any risk of contamination of the cannabis or anything that will be used as an ingredient, resulting from the cross-connection.</p>	<p>for the operational needs of the site.</p> <ul style="list-style-type: none"> • Measures to eliminate the risk of contamination of the cannabis or anything that will be used as an ingredient are in place, such as filtration or UV lights. • If water is reclaimed or reused, the water is treated and maintained in a manner that will not increase the risk of contamination of cannabis or anything that will be used as an ingredient. • Monitoring, including chemical and microbiological testing, is conducted on a periodic basis. <p>Cross-connections:</p> <ul style="list-style-type: none"> • Cross-connections only exist between potable water systems that are protected against contamination, or water systems that do not present a risk of contamination of cannabis or anything that will be used as an ingredient. • Hoses, taps and other similar sources of possible contamination are designed to prevent back-flow or back-siphonage and have prevention devices installed as applicable. • Visual inspection of non-mechanical (air gaps) and mechanical prevention devices 	

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
			and testing of back-flow preventers are conducted on a periodic frequency.	
Storage Area		<p>Pursuant to section 67 of the <i>Cannabis Regulations</i>, each storage area must be located within an area that satisfies the security measures set out in:</p> <p>Pursuant to subsection 68(1) of the <i>Cannabis Regulations</i>, access to each operations area and storage area must be restricted to individuals whose presence in the area is required by their duties.</p> <p>Pursuant to section 69 of the <i>Cannabis Regulations</i>, each operations area and storage area must be surrounded by a physical barrier that prevents unauthorized access for standard cultivation, standard processing and sale for medical purposes with possession licence classes.</p>	Examples provided in the ‘Security Measures’ section.	Examples provided in the ‘Security Measures’ section.
Building Design		The building or part of the building must be designed, constructed, and maintained in a manner that permits it to be kept clean and orderly, permits effective cleaning of all its surfaces, prevents the contamination of cannabis or anything that will be used as an ingredient and prevents the introduction of extraneous substances to the cannabis or anything that will be used as an ingredient.	<p>Design and construction of the building or part of building (e.g., doors, windows, ceilings, floors, pipes, light fittings, ventilation points):</p> <ul style="list-style-type: none"> • The building or part of the building is designed or constructed in a manner that facilitates maintenance, cleaning and sanitary operations, which includes the repeated application of cleaning and disinfecting agents. • Brick, cement block and other porous materials are sealed and surface materials that shed 	N/A

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
			<p>particles are not used. Joints between walls, ceilings and floors are sealed.</p> <ul style="list-style-type: none"> • There are no holes or cracks in doors, windows, walls, ceilings and floors (other than those intended by design). • The building or part of the building prevents entry of insects and other animals or extraneous substances (or from one area to another), facilitates waste treatment and disposal, and prevents mix-ups and cross-contamination. • Floor plans and the building or part of the building design are laid out to allow production to take place in areas connected in a logical order, corresponding to the sequence of the operations and to the requisite cleanliness levels. • Doors that give direct access to the exterior from manufacturing and packaging areas are used for emergency purposes only and these doors are properly sealed. • Receiving and shipping areas do not allow direct access to production areas. • Mechanical areas such as boiler rooms, generators, and other engineering areas are segregated from production areas. 	

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
			<ul style="list-style-type: none"> Screen and trap floor drains. Drains do not cause water to pool. <p>Maintenance program</p> <ul style="list-style-type: none"> The building or part of the building is regularly monitored and carefully maintained. Regular maintenance is performed to prevent deterioration of the building or part of the building. Repair and maintenance operations do not present any hazard to the quality of the cannabis. 	
Waste Management	Waste Management Plan	<p>Pursuant to subsection 88.9(1) of the <i>Cannabis Regulations</i>, a holder of a licence for processing must ensure that any building or part of a building where cannabis or anything that will be used as an ingredient is produced, packaged, labelled or stored has available the means for the removal and disposal of contaminated materials and waste and, if necessary to prevent contamination of the cannabis or anything that will be used as an ingredient, that the building or part of the building is equipped with a drainage, sewage and plumbing system that functions in accordance with its intended use.</p> <p>In addition, the licence holder must ensure that contaminated materials and waste are removed and disposed of at a frequency that is sufficient to prevent contamination of the cannabis or anything that will be used as</p>	<ul style="list-style-type: none"> Waste and contaminated materials are removed at a set frequency, or more often if necessary, so they do not overflow. Removal of contaminated materials and waste is done using predetermined routes (e.g., effluent or sewage lines are constructed so they do not pass directly over or through production areas, unless measures are taken to prevent risk of contamination of cannabis or anything that will be used as an ingredient, and the employees who remove the contaminated material and waste wear appropriate clothing, such as overalls, gloves and boots, when 	<p>Agreement to include recommendations per the Waste Management Plan, where appropriate.</p> <ul style="list-style-type: none"> The Developer shall implement the recommendations of the Waste Management Plan.

	Required Studies	Principles	Implementation	Sample Site Agreement Clause
		<p>an ingredient and in a manner that does not present a risk of contamination of the cannabis or anything that will be used as an ingredient.</p> <p>Waste Management Plan should address the following:</p> <ul style="list-style-type: none"> • Identify the streams of waste • Determine the waste storage area • Determine the procedure and handling of waste • Creation of a waste management program • Creating a waste management maintenance schedule 	<p>removing the contaminated materials and waste).</p> <ul style="list-style-type: none"> • Storage of contaminated materials and waste is separate from the production, packaging, labeling, storage (non-contaminated materials, such as cannabis products or ingredients) and testing of cannabis and ingredients. • The building or part of the building prevents entry of insects and other animals or extraneous substances (or from one area to another), facilitates waste treatment and disposal, and prevents mix-ups and cross-contamination. • Conveyances and equipment are identified for the specific purpose of handling contaminated materials or waste by the use of labelling or colour coding and are segregated from conveyances and equipment not intended for that purpose, to prevent the contamination of cannabis or anything that will be used as an ingredient. 	

APPENDIX D – NUISANCE BY-LAW

Being a By-law to Prohibit and Regulate Public Nuisances related to light, noise, and odour from the cultivation of Cannabis within the Municipality and to create certain penalties related thereto.

Part I - Interpretation

Definitions:

In this By-law:

"Cannabis" means cannabis as defined in the Cannabis Act (Canada).

"Cannabis Plant" means a plant that belongs to the genus Cannabis and, in the absence of evidence to the contrary, includes any plant described as cannabis or by a name that is commonly applied to cannabis;

"Cannabis Products" means any product for which cannabis is one of the principal ingredients, including cannabis derivatives.

"Cannabis Related Activities" means growing, processing, extracting, packaging or otherwise making ready for sale, testing, destroying, storing, shipping, permitting consumption or sale of cannabis or cannabis products.

"Council" means the Council of the Municipality.

"Cultivation" means the growing of cannabis.

"Officer" means a Municipal By-Law Enforcement Officer appointed under Town By-law or any other person assigned or appointed by the Town to administer or enforce this By-Law, including a person employed by the Town whose duties are to enforce this By-Law;

"Light Trespass" means the shining of light by a luminaire beyond the boundaries of a property on which it is located.

"Municipality" means The Corporation of the Town.

"Noise" means unwanted sound;

"Nuisance Odour" means an odour of cannabis or an odour from a cannabis production facility emanating from a premise that is persistent or continuous and is likely to interfere with the ordinary enjoyment of other property in the vicinity of the premises.

"Process" means the operation where cannabis is transformed by the application of manual, mechanical or chemical methods into another form, but does not include the application or use of a dangerous substance or method.

"Sensitive Use" means a school, day care, playground, sporting venue or any other place which has as its primary purpose of being a place where persons under the age of 18 years comprise the majority of persons present or intended to be present, a residential use, a place of worship, or a community center.

Part II - Prohibitions

No person shall:

- a) Cause, create or permit light, noise, and odour Nuisances from the Cultivation of cannabis upon the land of others so as to be or to cause a Nuisance to any person or to the public generally.
- b) Operate a cannabis production facility and process cannabis using substances dangerous or noxious to the public except in accordance with the provisions of this By-Law;

Lighting & Light Trespass

- a) No cannabis related activities shall cause a Light Trespass within the Municipality from one property, impacting another property to the level of a Nuisance.
- b) All security and parking lot lighting shall be shielded, directed downward and shall not spill onto adjacent properties or create light trespass or glare so as to cause a nuisance to adjacent properties;
- c) Cannabis cultivation in greenhouse structures that require interior lighting for the growing of cannabis shall employ a light control plan and light blocking systems as to not cause a nuisance to the public generally;

Noise

- a) No cannabis related activities shall cause the emission of Noise which is Persistent or Continuous and clearly audible at a Point of Reception in a Sensitive Use, which has a difference between dB(A) and dB of greater than 15 decibels

Odour

- a) No person shall cause, create or permit the emission of an Nuisance odour from their property so as to be or to cause a Nuisance to any person or to the public generally and discernable on another property.
- b) Nothing within this By-law shall contradict those practices deemed to be part of normal farm practice as identified and accepted within the *Normal Farm Practices Protection Act* and the Ontario Ministry of Agriculture, Food and Rural Affairs.

PART III – Enforcement & Orders

As per the municipality's choice of enforcement.

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

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**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: March 17th, 2022
To: Council
From: Jennifer E. Charkavi
Re: Site Plan Control By-Law

Background:

The Township of Admaston/Bromley does not currently have a Site Plan Control By-Law. Recently, there has been interest in development in the township and a site plan control by-law should be passed.

Staff met with Renfrew County Planning Division on March 4, 2022. From the meeting the reasons for a Site Plan Control By-Law were explained and what should be within the by-law. Staff have drafted a site plan control by-law for review.

Discussion:

Section 41 of the Planning Act, permits a Council of a municipality to by by-law, where in an Official Plan an area is shown or described as a proposed site plan control area to designate the whole or part of any part thereof as a site plan control area.

The Township of Admaston/Bromley is within the County of Renfrew's Official Plan. Section 17.5 of the County of Renfrew's Official plan states that Pursuant to the Site Plan Control provisions of the Planning Act, the whole of the County is designated as a proposed Site Plan Control Area.

Site plan control is a mechanism used to control design features of residential, commercial, industrial and institutional developments. Provisions for such features as off-street parking and loading, walkways, lighting, buffering, garbage storage, grading, stormwater facilities, outdoor storage, landscaping, exterior façade, and other features can be addressed.

Within a Site Plan Control Area the Council of a municipality may require site plans, drawings and/or agreements to ensure the provisions of all or any of the matters

described in Section 41 of the Planning Act, including matters relating to exterior design, and facilities for accessibility for people with disabilities. With respect to exterior design, site plan control may address the character, scale, appearance and design features of buildings and their sustainable designs as well as sustainable design elements on the adjoining street (landscaping, permeable pavement materials, street furniture, curb ramp, waste and recycling containers and bicycle parking facilities.)

The site plan control by-law is required to ensure that the municipality has the tools required to work with developers and for the requirement of development agreements that can be used for items such as road and waste agreements.

Financial Implications:

There are no financial implications at this time.

People Consulted:

Acting Treasurer/Deputy Clerk
County of Renfrew Planning Division

Recommendation for Council:

BE IT RESOLVED THAT Council receive and review the draft Site Plan Control By-law to be returned to the April 7, 2022, Council meeting for approval.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-XX

A BY-LAW TO DESIGNATE AREAS WITHIN THE TOWNSHIP OF ADMASTON/BROMLEY, HEREINAFTER REFERRED TO AS THE MUNICIPALITY, AS SITE PLAN CONTROL AREAS PURSUANT TO SECTION 41 OF THE PLANNING ACT, R.S.O., 1990, CP. 13 AS AMENDED.

WHEREAS Section 41 of the Planning Act permits the Council of a municipality by by-law, where in an Official Plan an area is shown or described as a proposed site plan control area, to designate the whole or any part thereof as a site plan control area;

AND WHEREAS Section 41 of the Planning Act, R.S.O. 1990, c. P.13, provides in part that, where in an official plan an area is shown or described as a proposed site plan control area, the council of the local municipality in which the proposed area is situated may, by by-law, designate the whole or any part of such area as a site plan control area;

AND WHEREAS the Official Plan of the County of Renfrew designates the entire geographical area of the County of Renfrew as a Site Plan Control Area pursuant to the provisions of Section 41(2) of the Planning Act, R.S.O. 1990, c. P.13;

AND WHEREAS the Council of the Corporation of the Township of Admaston/Bromley considers it appropriate to designate the whole of the Township of Admaston/Bromley as a site plan control area, to exempt certain classes of development from approval of plans and drawings, under Section 41 of the Planning Act, R.S.O. 1990, c. P.13 to ensure the provision and maintenance of any of the facilities, works or matters to be provided in conjunction with all buildings and structures to be erected and any of the facilities, works or matters mentioned in Subsection 41(7) of that Act.

NOW THEREFORE, the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

Section 1 – Title, Interpretation and Application

1.1 This by-law may be cited as the "Site Plan Control By-Law" of the Township of Admaston/Bromley.

1.2 For the purposes of this by-law, words used in the present tense include the future; words in the singular number include the plural and words in the plural include the singular number; the word "shall" is mandatory; the word "used" shall also mean "designed to be used"; words shall be read with such changes to gender as the context may require.

1.3 The whole of the area located within the geographic limits of The Corporation of the Township of Admaston/Bromley is hereby designated as a site plan control area pursuant to subsection 41 (2) of the Planning Act.

1.4 The approval of plans or drawings in accordance with subsection 41(4) or 41(5) of the Planning Act is required before development is undertaken within the area described in Clause 1.3, unless otherwise exempt from approval as set out in this by-law.

1.5 Any person or entity required to draft a site plan must duly complete the Site Plan Control Approval application form, pay the security deposit, if applicable, and pay any other applicable fees relevant to this application.

Section 2 – Definitions

For the purpose of this by-law the following words and phrases shall have the meanings given below;

- 2.1 “Act” means the Planning Act, R.S.O. 1990. c. P.13;
- 2.2 “Corporation” means The Corporation of the Township of Admaston/Bromley;
- 2.3 “Council” means the municipal council of the Corporation;
- 2.4 “Development” means
- i. the construction, erection or placing of one or more buildings or structures on land, including radio communication towers; or
 - ii. the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof; or
 - iii. the laying out and establishment of a commercial parking lot or of sites for the location of three or more trailers as defined in subsection 164(4) of the Municipal Act, 2001 or of sites for the location of three or more mobile homes as defined in subsection 46(1) of the Planning Act, R.S.O. 1990. c. P.13; or
 - iv. sites for the construction, erection or location of three or more land lease community homes as defined in subsection 46(1) of the Planning Act, R.S.O. 1990. c. P.13.
 - v. and includes redevelopment however excludes the placement of a portable classroom on a school site of a distinct school board if the school site was in existence on January 1, 2007;
- 2.5 “Development Agreement” means an agreement entered into between the Corporation and the Owner outlining the terms and conditions of the development and the approved plans and drawings as provided under Section 41(7)(c) of the Planning Act, R.S.O. 1990. c. P.13;
- 2.6 “Owner” means the person or entity(?) appearing as the registered title holder (?) according to the records of Renfrew Land Registry Office 49;
- 2.7 Where a word or term used in this by-law is not defined, the word or term has the same meaning as defined by the applicable zoning by-law, as amended from time to time.

Section 3 - Exempt Classes of Development

- 3.1 The following classes of development may be undertaken without the approval of plans and drawings otherwise required under subsection 41(4) or (5) of the Planning Act, and this by-law does not apply to such classes:
- i. residential development of one or two dwelling units per lot, unless the lands exhibit physical constraints to development or are considered environmentally sensitive;
 - ii. alterations or additions of a minor nature to existing buildings and/or structures where there is an existing site plan agreement registered on title to the lot;
 - iii. private garage or carport;

- iv. public uses;
- v. farms, notwithstanding, the growing and production of cannabis licensed under Health Canada are not exempt from this by-law;
- vi. wayside pits;
- vii. radio beacons and transmitters, including towers;
- viii. forestry;
- ix. community facility uses which are not operated for gain or profit;
- x. roadside stand;
- xi. buildings and structures for flood control or conservation purposes; and
- xii. accessory uses to the foregoing, provided the structure is of the size that requires a building permit.

3.2 Despite Section 3.1, any development subject to site plan control that is damaged or destroyed by fire or natural hazard may be replaced or rebuilt without the need for site plan approval if it is within the same building envelope that existed before the damages occurred, the use does not require the addition of four (4) or more parking spaces and no new dwelling units or lodging units are created.

Section 4 – Application for Approval

4.1 Every site plan application shall be accompanied by the following plans, specifications, documents and information:

- i. the plans referred to in Paragraph 1 of Subsection 41(4) of the Act, showing all facilities and works to be provided in conjunction with the building or structure and all facilities, works and matters referred to in Clause 41(7)(a) of the Act;
- ii. the drawings referred to in Paragraph 2 of Subsection 41(4) of the Act;
- iii. where required under clause 5.3 of this by-law one, or more agreements with the Corporation dealing with the provision and maintenance of the facilities and works to be provided in conjunction with the building or structure and the facilities, works and matters mentioned in Subsection 41(7) of the Act in accordance with the plans and drawings approved pursuant to the Act;
- iv. where required under an agreement, cash or an irrevocable letter of credit in favour of the Corporation to protect the Corporation in respect of its liability for holdback to assure satisfactory provision and maintenance of the facilities and works and matters mentioned in Subsection 41(7) of the Act in accordance with the plans and drawings approved pursuant to the Act; and
- v. all reports and studies required on the record of consultation or during review.

Section 5 – Requirements for Site Plan Approval

5.1 Prior to the submission of any application for site plan control approval, the owner shall formally consult with the Township, or their designate, for the purposes of identifying the need for and scope of any information and material necessary for consideration of the site plan control application.

5.2 As a condition to the approval of the plans and drawings referred to in subsection 41(4) of the Act, the Owner of the land shall hereby:

- i. Provide at no expense to the Corporation the facilities, works or matters mentioned in clause 41(7)(a) of the Act approved in accordance with Section 41 of the Act and shown on the approved plans and drawings and in the development agreement; and
- ii. Maintain at the sole risk and expense of the Owner the facilities or works mentioned in paragraphs 2 to 9 of clause 41(7)(a) of the Act and shown on the approved plans and drawings in the development agreement, approved in accordance with Section 41 of the Act, including the removal of snow from access ramps and driveways, parking and loading areas and walkways.

5.3 The owner of any land designated under this by-law shall be required as a condition of any development to enter into one or more agreement(s) with the Township dealing with any or all of the facilities, works or matters referred to in Sections 4 and 5, as deemed necessary by Council, and Pursuant to Section 41(7)(c) of the Planning Act.

5.4 The Council shall require that any development agreement be registered against the lands to which it applies. The Council shall enforce the provisions of the development agreement or agreements against the owner of the said lands and, subject to the provisions of The Registry Act, and The Land Titles Act, any and all subsequent owners of the said lands.

Section 6 – Administration and Enforcement

6.1 This by-law shall be administered by the Municipality.

6.2 The Mayor and the CAO/Clerk are hereby authorized to execute on behalf and under the seal of the Corporation any document necessary to give further effect to the provision of this by-law, when the appointed officers' authority has been revoked.

6.3 If any provision of this by-law is for any reason held to be invalid, it is hereby declared to be the intention that all the remaining provisions shall remain in full force and effect until repealed, notwithstanding that one or more provisions shall have been declared to be invalid.

6.4 In the event of conflict between the provisions of any guidelines or standards and any applicable zoning by-law or federal or provincial statute or regulation, the provisions of the zoning by-law or federal or provincial statute or regulation shall apply.

6.5 Every person who, without having plans or drawings approved in accordance with Section 41 of the Act, undertakes any development in the site plan control area designated by this by-law pursuant to Section 67 of the Act, is guilty of contravening Section 41 of the Act.

6.6 Every person who undertakes any development in the site plan control area designated by this by-law without providing or maintaining any of the facilities, works or matters that are mentioned in Clause 41(7)(a) of the Act and that are required by the Corporation under that clause as a condition to the approval of plans or drawings in accordance with Section 41 is, pursuant to Section 67, is guilty of contravening Section 41 of the Act.

6.7 Every person who undertakes any development in the site plan control area designated by this by-law without entering into one or more agreements with the Corporation that deal with or ensure the provision or maintenance of any

of the facilities, works or matters and that the person is required by the Corporation to enter into under that subsection as a condition to the approval of plans and drawings in accordance with Section 41 of the Act is, pursuant to Section 67 of the Act, is guilty of contravening Section 41 of the Act.

6.8 Every person who is convicted of an offense under Section 41 of the Act is liable to a fine or penalty prescribed by Section 67 of the Act.

Section 7 – Effective Date

7.1 This by-law shall come into effect upon third and final reading thereof.

READ a first and second time this xx day of Month 2022.

READ a third time and finally passed this xx day of Month 2022.

MAYOR

CAO/CLERK

DRAFT

**Township of Admaston/Bromley
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613-646-7918 Cobden Road Garage**

REPORT

Date: March 17, 2022
To: Council
From: Steve Visinski/Meagan Jessup
Re: Public Works February 2022 Report

On a monthly basis the Public Works Superintendent prepares a report to Council with information on road maintenance, remediation works and current and upcoming projects within the Township which occurred during the month. This monthly report is for the month of February 2022.

Township

Cardboard was delivered to the Emterra Recycling Plant in Renfrew by Township staff, normally twice per month. Recycling was picked up twice this month from the Stone Road Transfer site by the contractor. The recycling at the Osceola Landfill and Douglas Transfer stations are normally picked up once per month by the contractor.

Staff completed and documented monthly road inspections to ensure roads are meeting the Minimum Maintenance Standards. There were eight (8) events in the month of February with freezing rain, rain, snow, and strong winds that created large snow drifts.

Current Projects

- Snow plowing and sanding operations have been on going over the month of February.
- More road bump signs have been placed in areas with frost heaves.
- Culvert steaming has begun with warmer weather and rain occurring.
- Approximately 800 tonnes of winter sand was hauled to both garages.

Upcoming Events

- Small brushing jobs are ongoing with weather permitting.
- Snowplowing and sanding operations will continue for near future as needed.
- Maintenance of Equipment is ongoing.
- Steaming culverts will continue with warmer weather approaching.

Township of Admaston/Bromley

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REPORT

Date: March 17, 2022
To: Council
From: Jennifer Charkavi
Re: Osceola Expansion Application Update

Background:

In December 2021, Cambium staff met with the Township and noted that testing done in January 2021 was not consistent with other historical data and were required to perform another round of tests in January 2022 to determine if the 2021 data was an anomaly. The application cannot be submitted until the data has been confirmed. Cambium staff also noted that the Ministry of Environment Conservation and Parks (MECP) Technical Support Section (TSS) will need to review the results and support the expansion application, as without their support the application will not be approved by the Ministry.

Cambium Staff completed the tests mentioned above on January 31, 2022. Cambium staff also noted that the assigned Senior Environmental Officer with the Ontario Ministry of the Environment, Conservation and Parks has stated that the application will not be reviewed until all information has been received and a response from the Technical Support Section (TSS) has been provided.

Discussion:

On February 24, 2022, the Township's Cambium Consultant provided an update on the Osceola Expansion Application.

Cambium has completed the water level monitoring. The January 2021 data was an anomaly, the testing done in 2022 confirms that. The report attached states that there are no anticipated impacts on the Snake River north of the site. However there is some potential for impacts to the Behm Mulligan Drain to the south, but it is determined to be minimal. The consultant has reached out to the Ministry and would like to set up a meeting with them as soon as possible regarding the application and if measures need to be put in place to approve the application. The meeting is tentative for April,

however, the meeting is dependent upon the response from TSS. Approval from TSS is paramount to the expansion application of the Osceola Landfill.

The consultant pointed out that if we are unsuccessful with the expansion application, the Township may want to look at additional measures, “Plan B”. Should the expansion not be approved, a small expansion may be granted, although this would only benefit the Township for an extra five (5) years, after that, we will have to look at alternative methods. The Ministry’s overall concern is about the environment at the end of the day.

There were a few points of interest that were brought up for a “Plan B”:

- Approval for fees –charge ratepayers for waste they bring to the landfill/transfer station sites. This would restrict the amount of waste that a ratepayer is able to bring and ensure that the garbage being brought to the landfill is only garbage from Admaston/Bromley.
 - o Bag Tags or Clear Bags with Township Logo
 - o Limit of 2 tags/bags per week of waste – 104 tags/bags handed out (represents 2 bags per week) – fees charged for additional tags/bags.
 - Most municipalities in our area have a limit of 2 bags per week of garbage.

- The Township of McNab/Braeside is looking into an advanced recycling platform with Sustain. This company is based out of Nova Scotia and is the furthest ahead in Canada. This company uses heat and pressure to make a marketable product (paper and cardboard can be made into wood pellets, plastics and organics can be made into crude oil, etc.) Sustain is trying to turn waste into something that is usable.
 - o Cambium has been approached by a few different companies selling advanced waste recycling technology over the past 6 months. These facilities differ from incineration and waste to energy (WTE) facilities in that they are not disposing of waste, but converting waste into a marketable product. The facilities separate waste into recyclables and nonrecyclables. Nonrecyclables are then further sorted into materials to achieve the desired outputs, which can be pellets, fuel, or ultimately energy. One of those companies is Sustane Technology who is working with McNab Braeside (<https://sustanetech.com/>). The most recent company that reached out is based out of Alberta, but is now working closely with a few municipalities in Manitoba and in talks with some Ontario municipalities (<https://coolgreensolutions.ca/>).

The Cambium consultant stated that if the Township’s expansion application is approved, the township would need to ensure the space is used very well. There will need to be changes made now to preserve the landfill for another 30 (thirty) years.

Financial Implications:

None at this time.

People Consulted:

Acting Treasurer/Deputy Clerk

Administrative Assistant

Recommendation:

BE IT RESOLVED that Council receive this update on the Osceola Expansion Application as information;

AND BE IT FURTHER RESOLVED THAT Council direct staff to bring back a draft Waste Management By-Law to a future Waste Management Committee meeting that will have measures in place to ensure the longevity of the Osceola Landfill including fees for garbage over and above the allotted amount and penalties for non-compliance.



Environmental

Geotechnical

Building Sciences

Construction
Monitoring

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(613) 389-2323

Facsimile

(705) 742.7907

Website

cambium-inc.com

Mailing Address

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Kingston, ON
K7P 0L5

Locations

Peterborough
Kingston
Barrie
Oshawa

Laboratory

Peterborough



March 4, 2022

Township of Admaston-Bromley
477 Stone Road
Renfrew, Ontario, K7V 3Z5

Attn: Jennifer E. Charkavi, AOMC, Dipl.M.A.
CAO/Clerk

Re: Township of Admaston/Bromley
Osceola Landfill Conceptual Groundwater Model Update
Cambium Reference: 10206-002

Ms. Charkavi,

Cambium Inc. (Cambium) is pleased to provide you with the updated conceptual groundwater model (CGM) for the Osceola Landfill in the Town of Osceola in the Township of Admaston/Bromley, Ontario (the Site; Figure 1). In the report prepared by Cambium entitled *Township of Admaston-Bromley, Osceola Landfill Conceptual Groundwater Model* dated March 22, 2021, the conceptual groundwater model (CGM) was developed based on water level data collected in January 2021. As requested, additional field work was completed to demonstrate if the CGM was subject to seasonal changes. This letter report updates the CGM for the Site.

To observe seasonal changes in the CGM, water level data from each of the monitoring wells (MW101 to MW109) and drivepoints (DP101 to DP108) installed by Cambium and three existing wells (14-4, 95A, and 90-6) were collected on July 5, September 21, and November 5, 2021, and January 31, 2022. Additional water level data collected by Jp2g Consultants Inc. (Jp2g) on August 1, 2021 and January 31, 2022 is also included in this assessment (Appendix A).

A topographic map of the study area is provided in Figure 2. The groundwater elevations for January, July, September, and November 2021, and January 2022 are provided in Figures 3 through 7, respectively. Water levels collected are summarized in Table 1. Monitoring well and drivepoint logs are attached.



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March 4, 2022

GROUNDWATER FLOW

As documented by Jp2g (2022), the unconfined overburden aquifer has been the focus of studies to date and has been identified as the primary receptor of leachate impacted groundwater. As required, the bedrock has been investigated to confirm this.

The water table has been documented near or above the bedrock surface. Leachate generated at the landfill will travel in a predominately vertical direction until reaching the water table. This is due to the high permeability of the materials in the unsaturated zone.

Groundwater flow from the landfill area closely follows the bedrock (and surface) topography generally moving northeast from the waste mound then following topography to the northwest toward the Snake River. Due to a topographical and groundwater divide along the south extent of the landfill, some limited flow will also be toward the southwest following bedrock topography to the southeast and the Behm Mulligan Drain. Bedrock highs in the vicinity of 89-D, 90-3, and along the north property boundary restrict flow in these directions. Further, bedrock lows identified at 89-C, 14-1, and 14-4 have somewhat of a funnelling effect. Figures 3A, 3B, and 4 from the *2021 Monitoring Report* (Jp2g, 2022) outlining bedrock elevations and topography are appended for reference (Appendix A).

The groundwater flow was confirmed to follow this pattern during all monitoring events in 2021 and January 2022. Where applicable, data collected by Jp2g was used to supplement monitoring completed by Cambium. Refer to Table 1 and Figures 3 through 10.

VERTICAL GRADIENTS

Vertical gradients were calculated using the piezometric pressure elevations measured from the existing monitoring wells and monitoring wells installed by Cambium (Table 2). These wells are installed between 5.5 and 56.4 mbgs and the static water levels were between 0.8 and 19.0 mbgs. Vertical gradients calculated in January 2021 indicated groundwater flow was downward.

Subsequent monitoring events calculated negligible gradients at nested wells MW102/MW103, MW108/MW109, and 89-B/BR17-1 and fluctuating gradients at



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March 4, 2022

nested wells 89-C/BR07-1 with a predominance to upward. Downward gradients continued at MW104/MW105, MW106/MW107, and 95-A/BR17-2. Discharge to surface was not indicated at any of the locations, particularly those wells in proximity to the Snake River (MW102/MW103 and MW104/MW105).

The drivepoints were installed between 0.8 and 1.9 mbgs at the edge of the Snake River and Behm Mulligan Drain. The static water levels measured were between -0.9 and 1.7 mbgs. Water levels were not collected during in January 2022 as all drivepoints were frozen.

Downward gradients were calculated at all nested drivepoints in January 2021. Downward gradients were calculated for DP101/DP102 and negligible gradients were called at DP103/DP104 during all remaining 2021 monitoring events.

Upward gradients were calculated along the Behm Mulligan Drain for the remainder of the 2021 monitoring events. Given the results in July, September, and November 2021, it is likely the water levels collected in January 2021 were collected prior to the drivepoints stabilizing following installation. As such, the January 2021 levels are not considered to represent typical conditions.

CONCEPTUAL GROUNDWATER MODEL

The Snake River drains west to east north of the Site. The river appears to be an agricultural drain expected to be primarily runoff fed (evidenced by the murky appearance) and is not likely in its natural state. Further, there is a dam structure (rock ledge or beaver dam), downstream of the Site, just upstream of Micksburg Road (County Road 11). This structure will artificially maintain a higher creek level than what would equilibrate naturally and promotes a losing creek situation. Water level data from July, September, and November 2021 confirmed the Snake River is a losing body throughout the year.

Primary areas of impact to the northeast of the landfill will be toward 89-B, BR17-1, MW106, MW107, and 89-F. Given the test results from MW106 and MW107 (January 2021; Appendix A) and 89-F (Jp2g, 2022), impacts have not yet reached the northeast property boundary. This is likely due to attenuation and the flow path being directed north toward the bedrock low at 14-4.



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The Behm Mulligan Drain is a tributary to the Snake River that drains east to west. The Ontario Flow Assessment Tool (OFAT) indicates the Drain's catchment does not include the landfill due to a surface water divide between the Drain and the landfill at about 155 masl (Appendix A). This divide is in a similar location to the groundwater divide which runs just south of the waste mound. The southwest flow component from the landfill and associated leachate impacts, are attributed to groundwater mounding caused by the landfill (Jp2g, 2022; Appendix A).

Vertical gradients calculated at DP105/DP106 and DP107/DP108 adjacent the Drain indicated upward gradients in July, September, and November 2021. This suggests groundwater discharges to surface. Regardless, given the location of the surface water and groundwater divides, potential impacts from the landfill to Drain are expected to be minimal. As documented by Jp2g (2022), no impacts have been observed in the Drain to date, based on results of analysis since 2009.

Despite the presence of groundwater and surface water divides to the south of the landfill, some groundwater mounding has created a flow path to the southwest. Wells 08-2 and 14-1 are in the primary leachate path. Minor impacts have been present at these locations (Jp2g 2022; Appendix A)

CLOSING

No impacts are anticipated to the Snake River north of the Site. There is some potential for impacts to the Behm Mulligan Drain to the south; however, given the presence of the groundwater and surface water divides, impacts would be minimal.

We trust that this report meets your requirements. Should you have any questions or concerns regarding any aspect of this report, or should you require any further assistance, please do not hesitate to contact the undersigned at 705-872-8797.



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March 4, 2022

Best regards,

Cambium Inc.

Patrick Garrett, M.Sc., C.Chem.
Environmental Scientist

Stephanie Reeder, P.Geo., C.E.T.
Group Manager – Solid Waste

*Encl: Figure 1 Regional Location Plan
Figure 2 Local Topography Plan
Figure 3 Groundwater Elevations January 2021
Figure 4 Groundwater Elevations July 2021
Figure 5 Groundwater Elevations September 2021
Figure 6 Groundwater Elevations November 2021
Figure 7 Groundwater Elevations January 2022
Figure 8 Overburden Groundwater Elevations
Figure 9 Drivepoint Elevations
Figure 10 Bedrock Groundwater Elevations
Table 1 Groundwater Elevations
Table 2 Vertical Gradients
Appendix A Supporting Documents*

*P:\10200 to 10299\10206-002 Township of Admaston-Bromley - Osceola Landfill Characterization\Deliverables\Landfill Characterization Update RPT\2022-02-28
10206-002 Update RPT_snr.docx*





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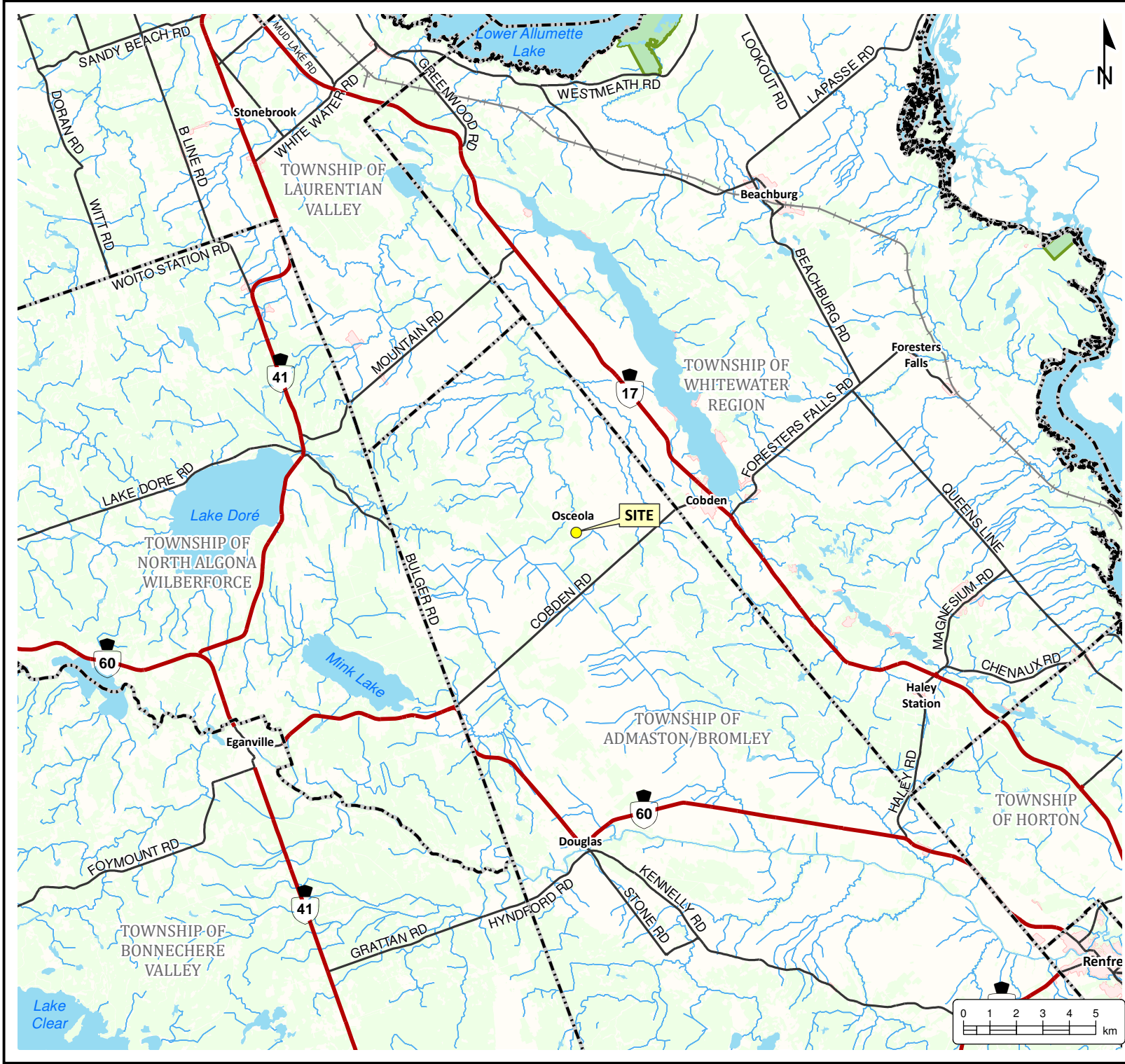
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Figures

O:\GIS\MXDs\112000-1029\112000-1029\112000-1029-002_Township of Admaston-Bromley - Osceola Landfill Characterization\2022-02-25 FIG 1 - Regional Location Plan.mxd



OSCEOLA LANDFILL CONCEPTUAL GROUNDWATER MODEL OSCEOLA WASTE DISPOSAL SITE Admaston Bromley, Ontario

LEGEND

- Highway
- Major Road
- Railroad
- Watercourse
- Water Area
- Provincial Park
- Wooded Area
- Built Up Area
- Lower Tier Municipality

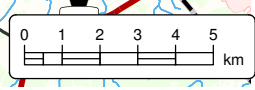
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REGIONAL LOCATION PLAN

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Created by:	TLC	Checked by:	SNR
			1



**OSCEOLA LANDFILL
CONCEPTUAL
GROUNDWATER MODEL**
OSCEOLA WASTE DISPOSAL SITE
Admaston Bromley, Ontario

- LEGEND**
- Surface Water Sample Locations
 - Former Surface Water Sample Locations
 - Township Owned Lands
 - Dam
 - Major Road
 - Minor Road
 - Watercourse, Permanent
 - Watercourse, Intermittent
 - Contour 5m Interval (Major)
 - Contour 5m Interval (Minor)
 - Lot / Concession
 - Unevaluated Wetlands
 - Provincially Significant Wetlands
 - Water Area
 - Wooded Area
 - Bedrock Knob
 - Expansion Area
 - Landfill Site Boundary (approximate)
 - Fill Area Boundary

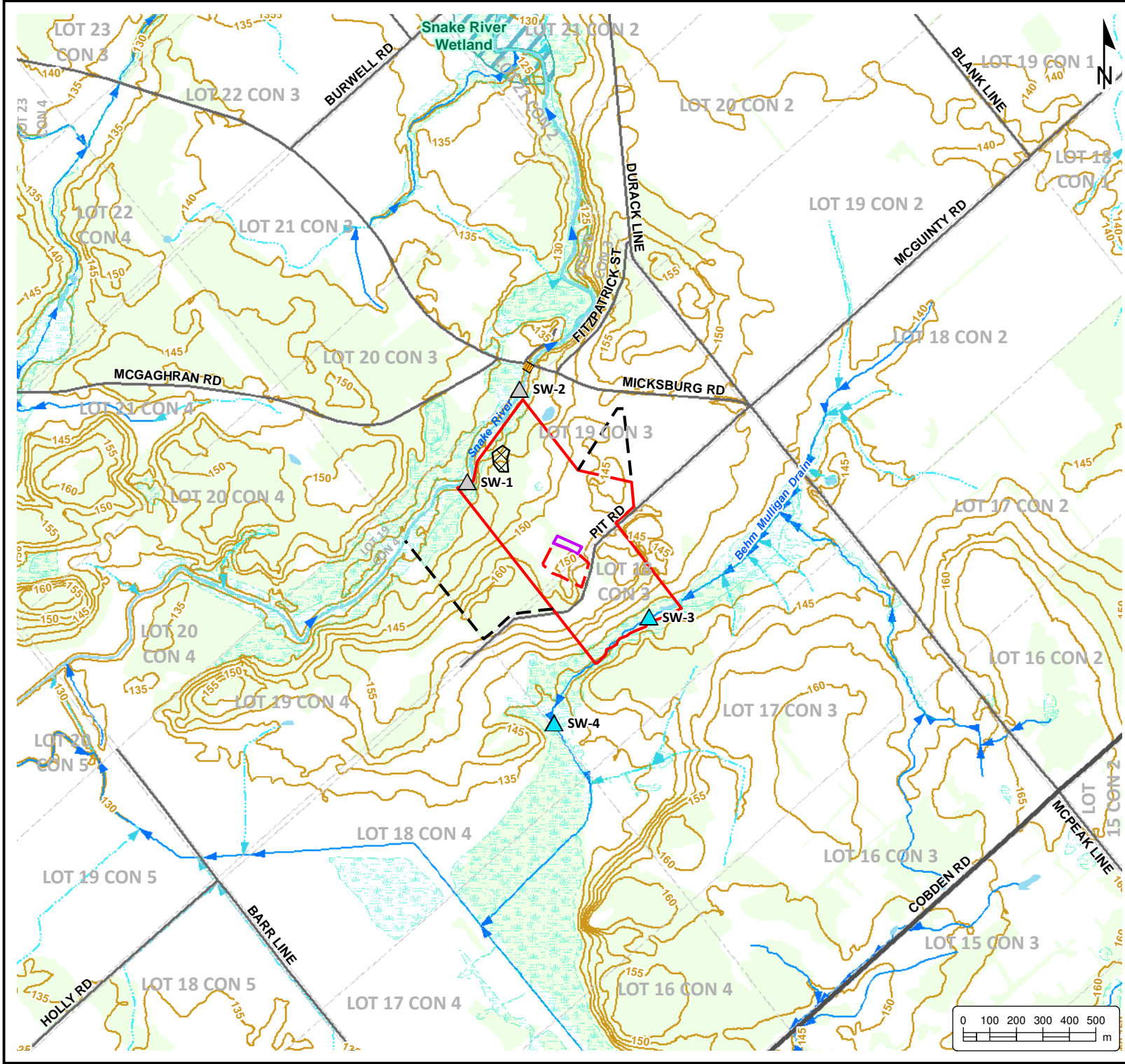
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LOCAL TOPOGRAPHY PLAN

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O:\GIS\MXD\112000-1029\110206-002_Township of Admaston-Bromley - Osceola Landfill Characterization\2022-02-25 FIG 2 - Local Topography Plan.mxd

**OSCEOLA LANDFILL
CONCEPTUAL
GROUNDWATER MODEL**
OSCEOLA WASTE DISPOSAL SITE
Admaston Bromley, Ontario

LEGEND

- (136.25) Groundwater Elevation (masl) January
- Overburden Monitoring Well
- Bedrock Monitoring Well
- Drive Point
- Surface Water Sample Locations
- Former Surface Water Sample Locations
- Groundwater Contour January 2021
- Township Owned Lands
- Dam
- Watercourse
- Contour 5m Interval (Major)
- Contour 5m Interval (Minor)
- Unevaluated Wetlands
- Bedrock Knob
- Expansion Area
- Landfill Site Boundary (approximate)
- Fill Area Boundary
- Groundwater Flow Direction January 2021

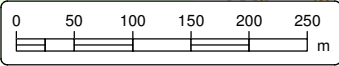
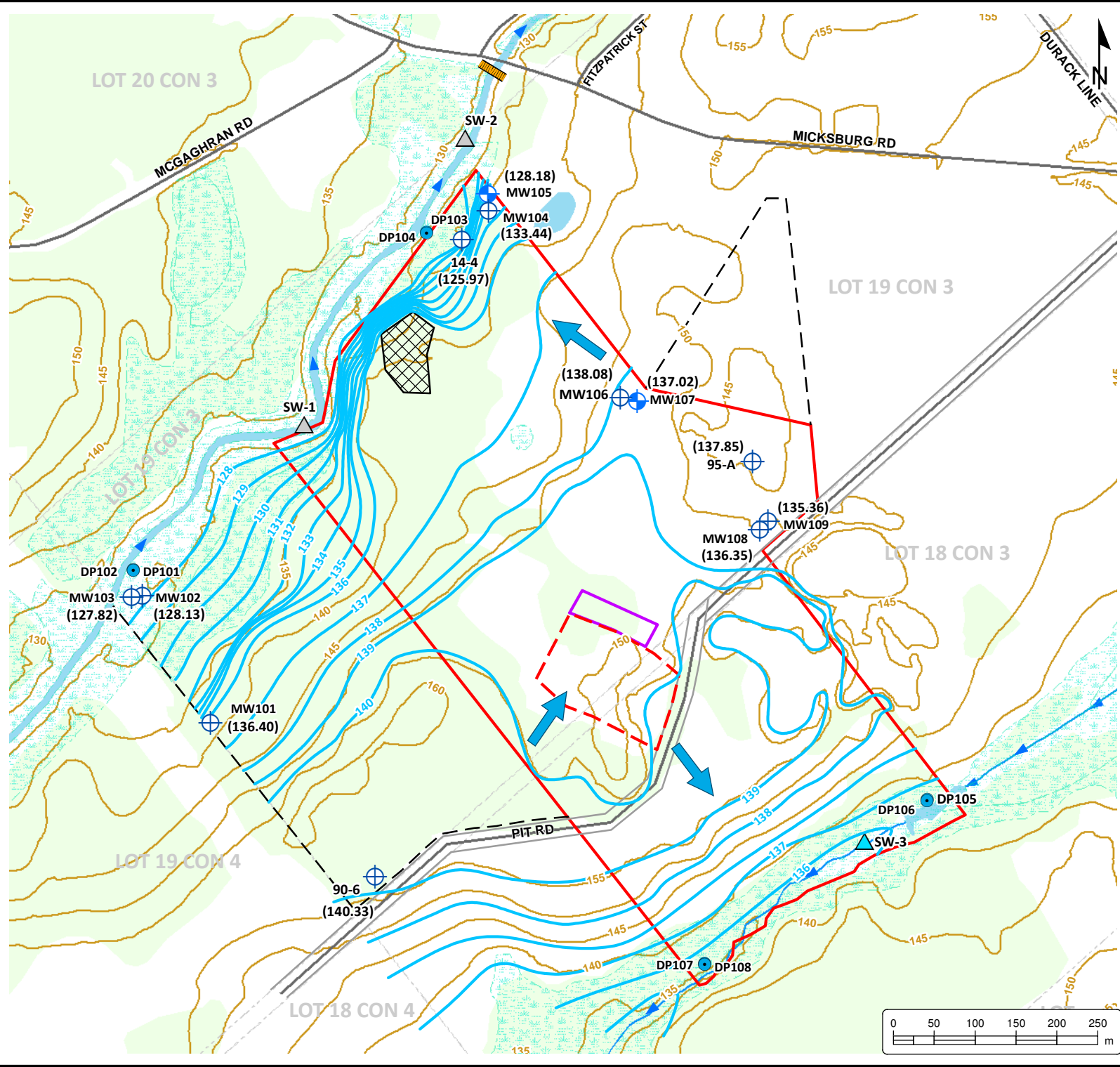
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**GROUNDWATER ELEVATIONS
JANUARY 2021**

Project No.: 10206-002	Date: March 2022
Scale: 1:6,500	Rev.: Projection: NAD 1983 UTM Zone 18N
Created by: TLC	Checked by: SNR
Figure: 3	



**OSCEOLA LANDFILL
CONCEPTUAL
GROUNDWATER MODEL**
OSCEOLA WASTE DISPOSAL SITE
Admaston Bromley, Ontario

LEGEND

- (136.25) Groundwater Elevation (masl)
July 2021
- Overburden Monitoring Well
- Bedrock Monitoring Well
- Drive Point
- Surface Water Sample Locations
- Former Surface Water Sample Locations
- Township Owned Lands
- Dam
- July 2021 Groundwater Contour
- Watercourse
- Contour 5m Interval (Major)
- Contour 5m Interval (Minor)
- Unevaluated Wetlands
- Bedrock Knob
- Expansion Area
- Landfill Site Boundary (approximate)
- Fill Area Boundary
- Groundwater Flow Direction July 2021

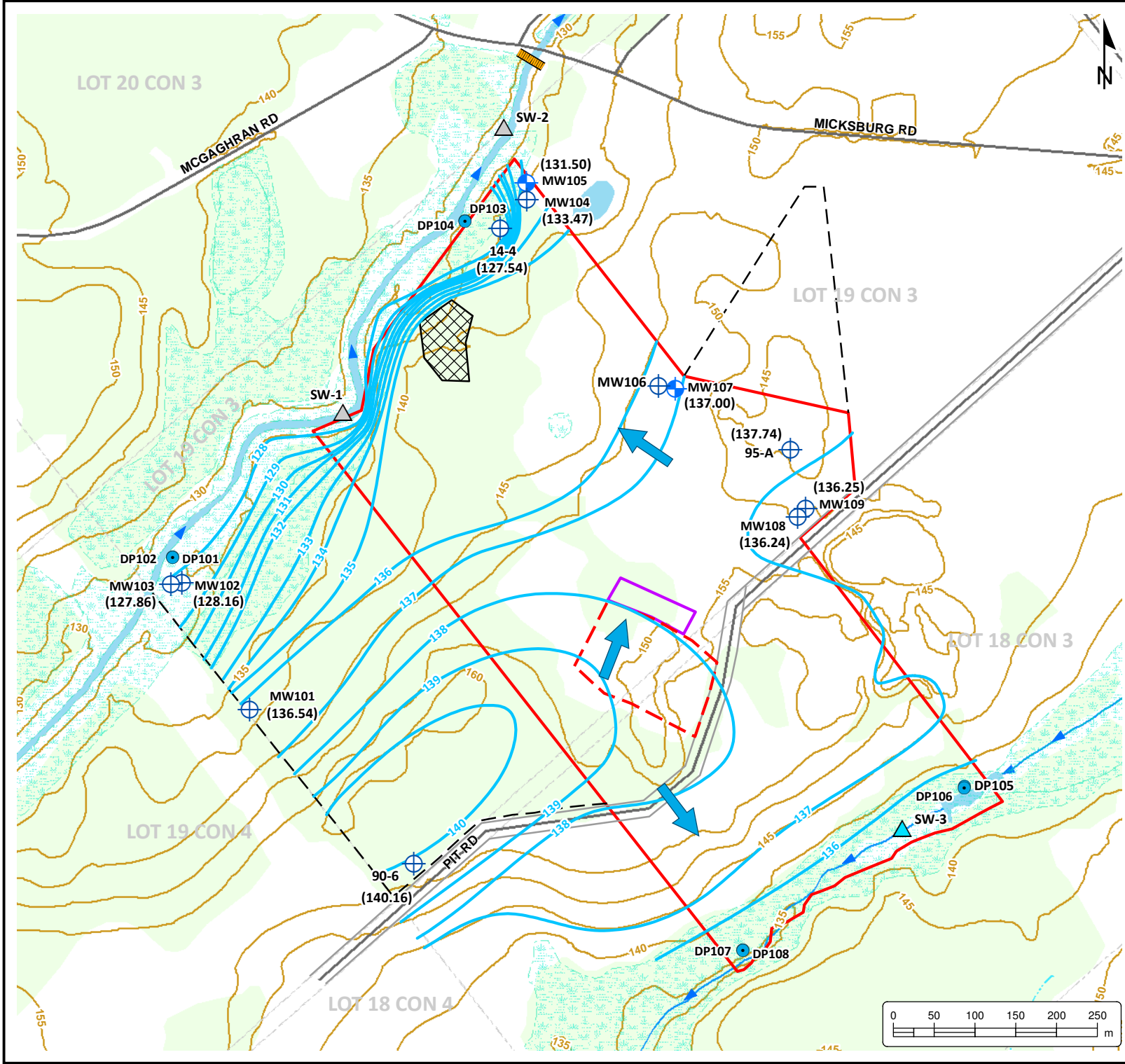
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**GROUNDWATER ELEVATIONS
JULY 2021**

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Checked by:	SNR	Figure:	4



O:\GIS\MXD\11\2020-1029\10206-002_Township of Admaston-Bromley - Osceola Landfill Characterization\2022-02-25 FIG 4 - GW Elevations July 2021.mxd

**OSCEOLA LANDFILL
CONCEPTUAL
GROUNDWATER MODEL
OSCEOLA WASTE DISPOSAL SITE**
Admaston Bromley, Ontario

LEGEND

- (137.20) Groundwater Elevation (masl)
August 1, 2021
- (135.40) Groundwater Elevation (masl)
September 21, 2021
- ⊕ Overburden Monitoring Well
- ⊕ Bedrock Monitoring Well
- Drive Point
- ▲ Surface Water Sample Locations
- △ Former Surface Water Sample Locations
- Groundwater Contour
August 1, 2021/September 21, 2021
- ▬ Dam
- - - Township Owned Lands
- ➡ Watercourse
- Contour 5m Interval (Major)
- Contour 5m Interval (Minor)
- ▨ Unevaluated Wetlands
- ▩ Bedrock Knob
- ▭ Expansion Area
- ▭ Landfill Site Boundary (approximate)
- ▭ Fill Area Boundary
- ➡ Groundwater Flow Direction
August 1, 2021/
September 21, 2021

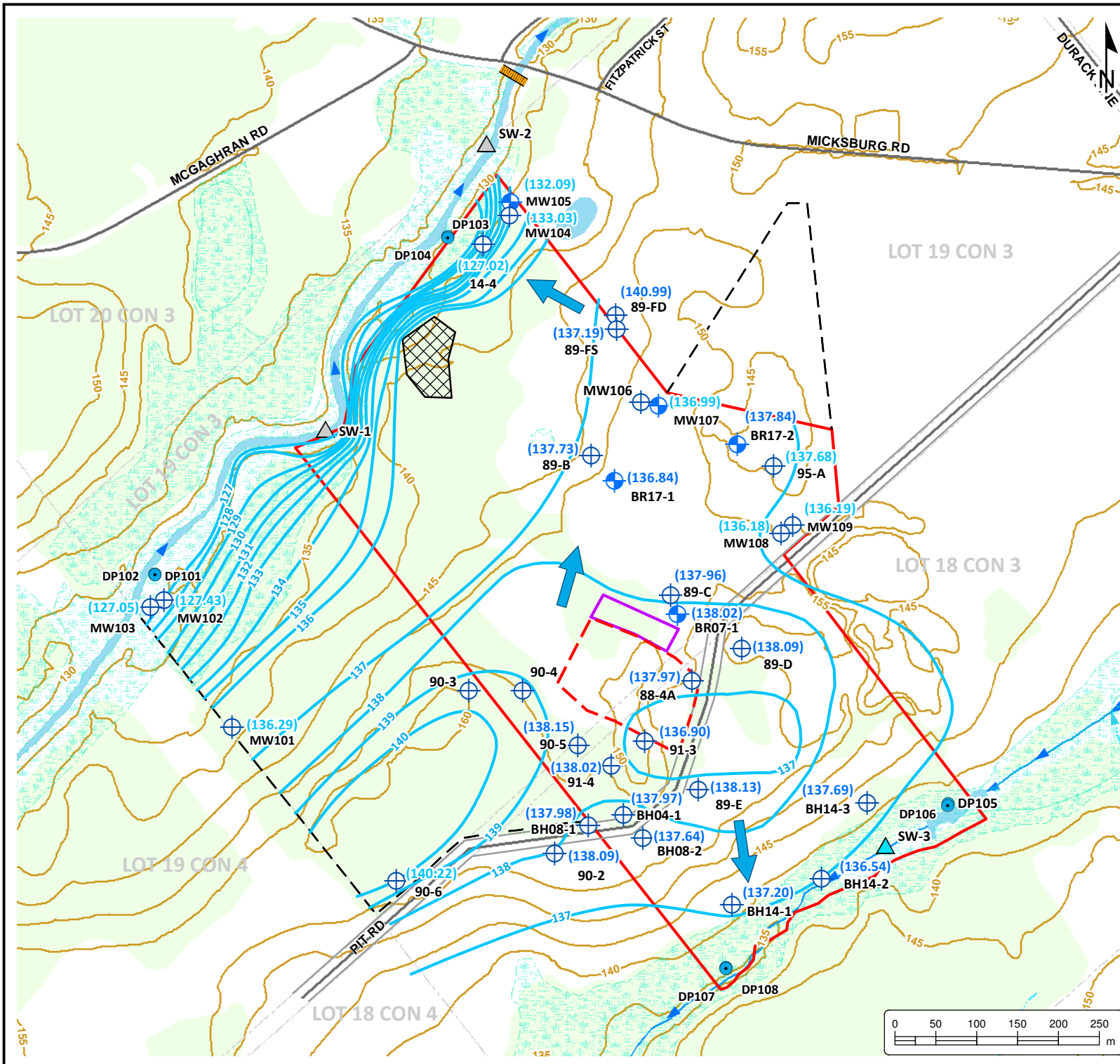
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**GROUNDWATER ELEVATIONS
SEPTEMBER 2021**

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Checked by:	SNR	Figure:	5



O:\GIS\MXDs\112000-1029\10206-002_Township of Admaston-Bromley - Osceola Landfill Characterization\2022-02-25 FIG 5 - GW Elevations Sept 2021.mxd

**OSCEOLA LANDFILL
CONCEPTUAL
GROUNDWATER MODEL**
OSCEOLA WASTE DISPOSAL SITE
Admaston Bromley, Ontario

LEGEND

- (128.13) Groundwater Elevation (masl)
November 2021
- Overburden Monitoring Well
- Bedrock Monitoring Well
- Drive Point
- Surface Water Sample Locations
- Former Surface Water Sample Locations
- Groundwater Contour
November 2021
- Dam
- Township Owned Lands
- Watercourse, Permanent
- Contour 5m Interval (Major)
- Contour 5m Interval (Minor)
- Unevaluated Wetlands
- Bedrock Knob
- Expansion Area
- Landfill Site Boundary
(approximate)
- Fill Area Boundary
- Groundwater Flow Direction
November 2021

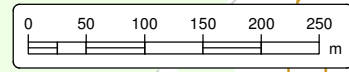
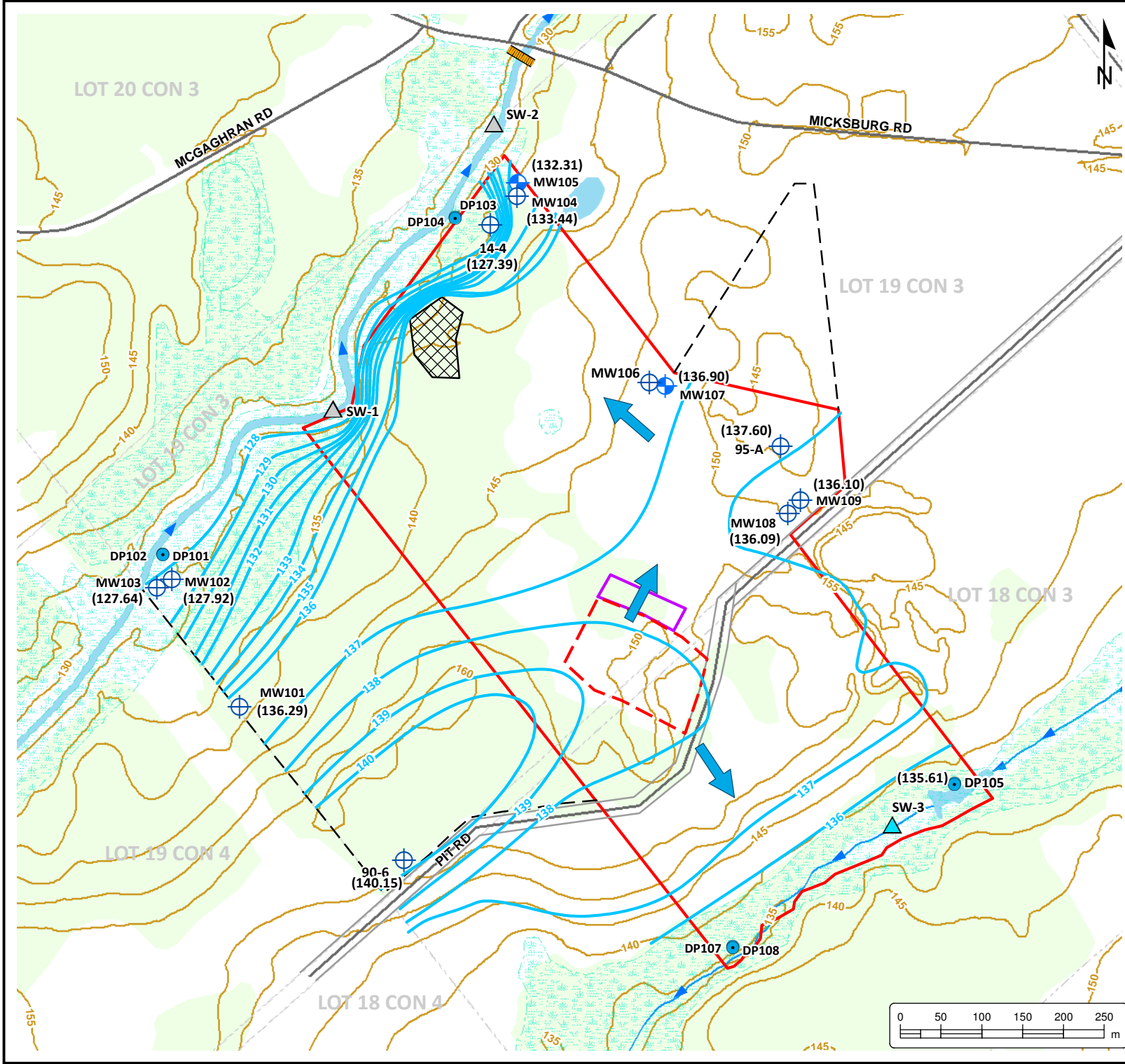
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**GROUNDWATER ELEVATIONS
NOVEMBER 2021**

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**OSCEOLA LANDFILL
CONCEPTUAL
GROUNDWATER MODEL**
OSCEOLA WASTE DISPOSAL SITE
Admaston Bromley, Ontario

LEGEND

- (128.13)** Groundwater Elevation (masl)
January 2022
- Overburden Monitoring Well
- Bedrock Monitoring Well
- Drive Point
- Surface Water Sample Locations
- Former Surface Water Sample Locations
- Groundwater Contour
January 2022
- Dam
- Township Owned Lands
- Watercourse
- Contour 5m Interval (Major)
- Contour 5m Interval (Minor)
- Unevaluated Wetlands
- Bedrock Knob
- Expansion Area
- Landfill Site Boundary
(approximate)
- Fill Area Boundary
- Groundwater Flow Direction
January 2022

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**GROUNDWATER ELEVATIONS
JANUARY 2022**

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Checked by:	SNR	Figure:	7

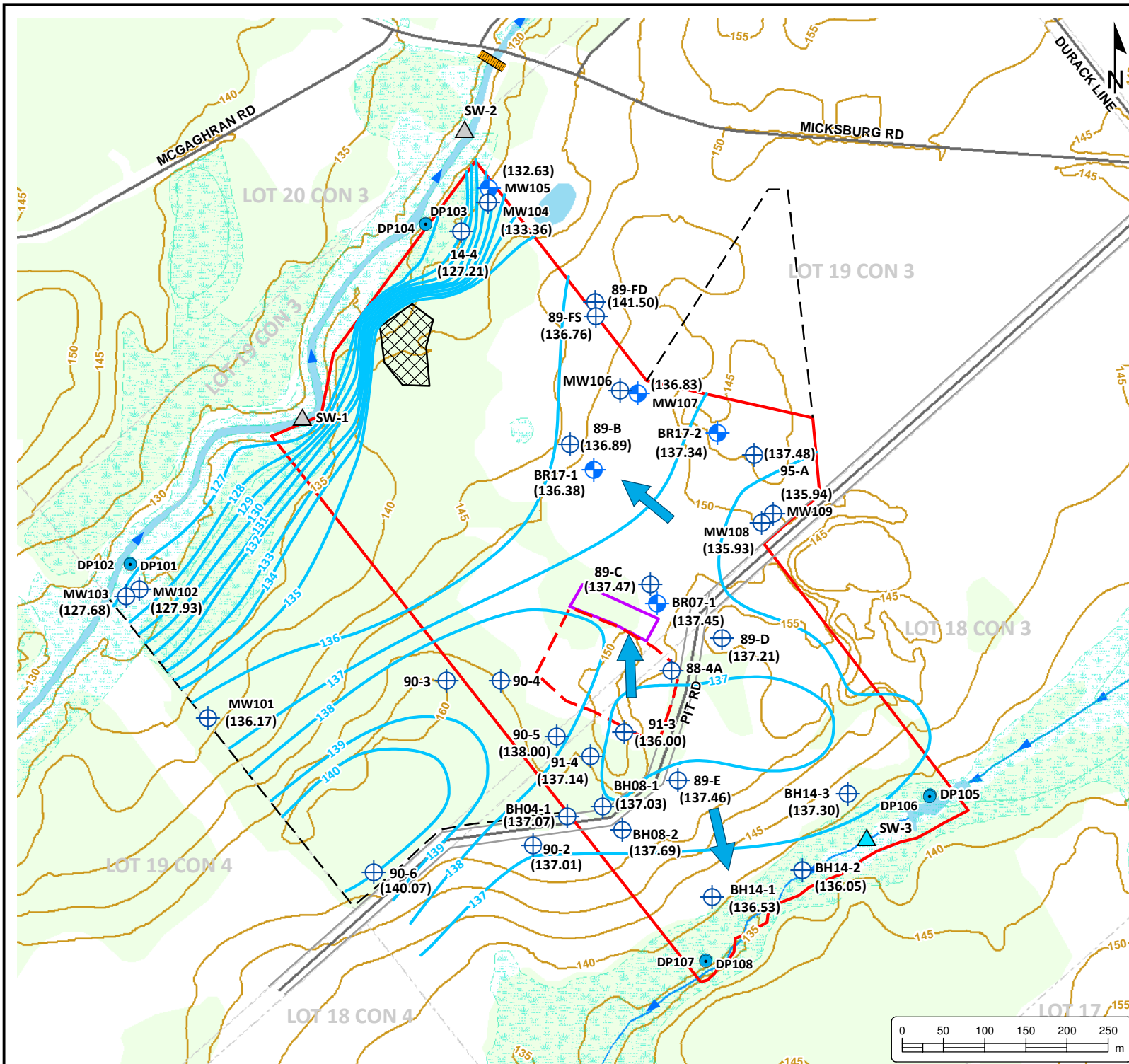
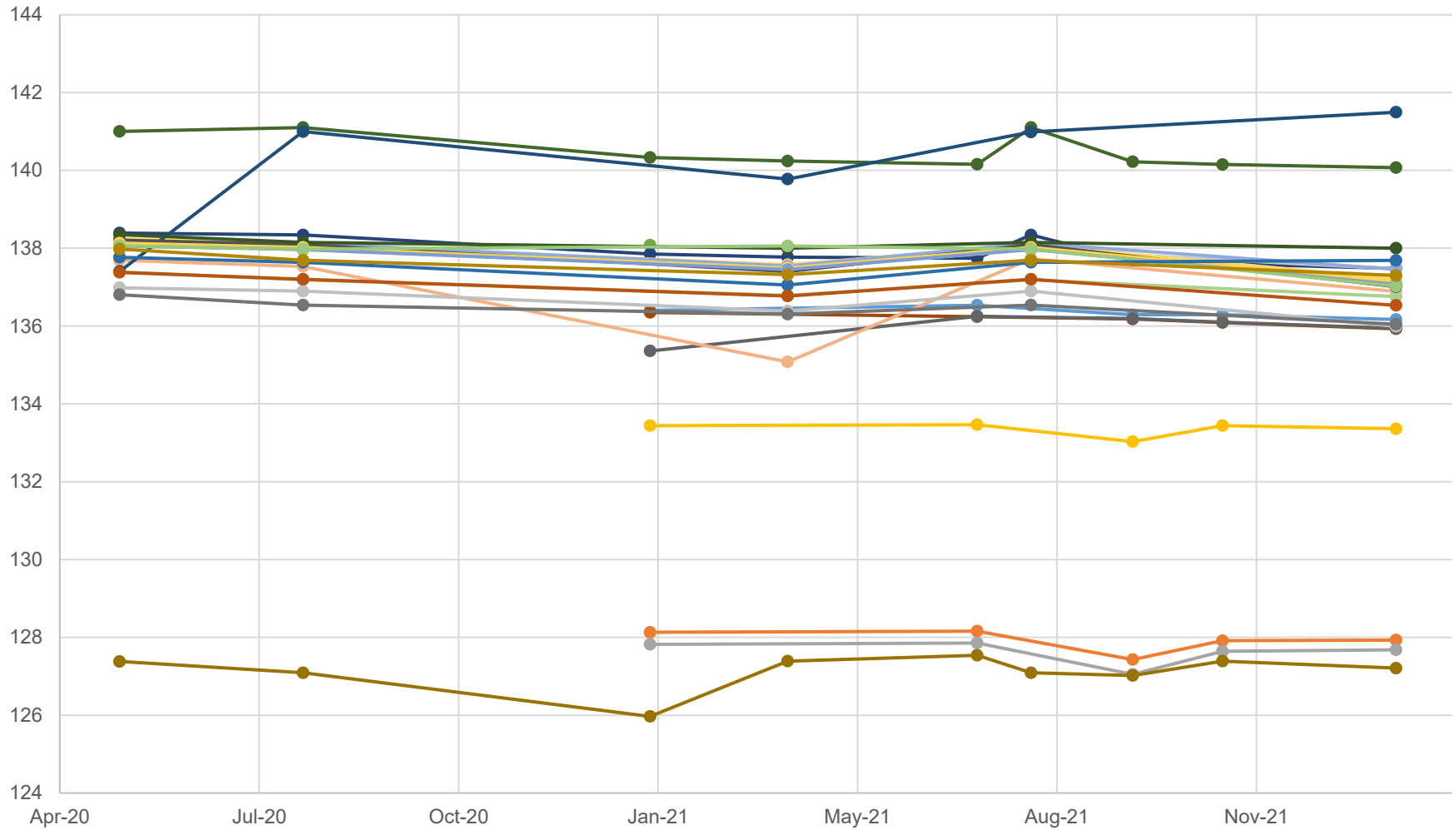




Figure 8 Overburden Groundwater Elevations



- MW101
- MW102
- MW103
- MW104
- MW106
- MW108
- MW109
- 14-4
- 95-A
- 90-6
- 88-4A
- 89-B
- 89-C
- 89-D
- 89-E
- 89-FS
- 89-FD
- 90-2
- 90-5
- 91-3
- 91-4
- BH 04-1
- BH 08-1
- BH 08-2
- BH 14-1
- BH 14-2
- BH 14-3



Figure 9 Drivepoint Elevations

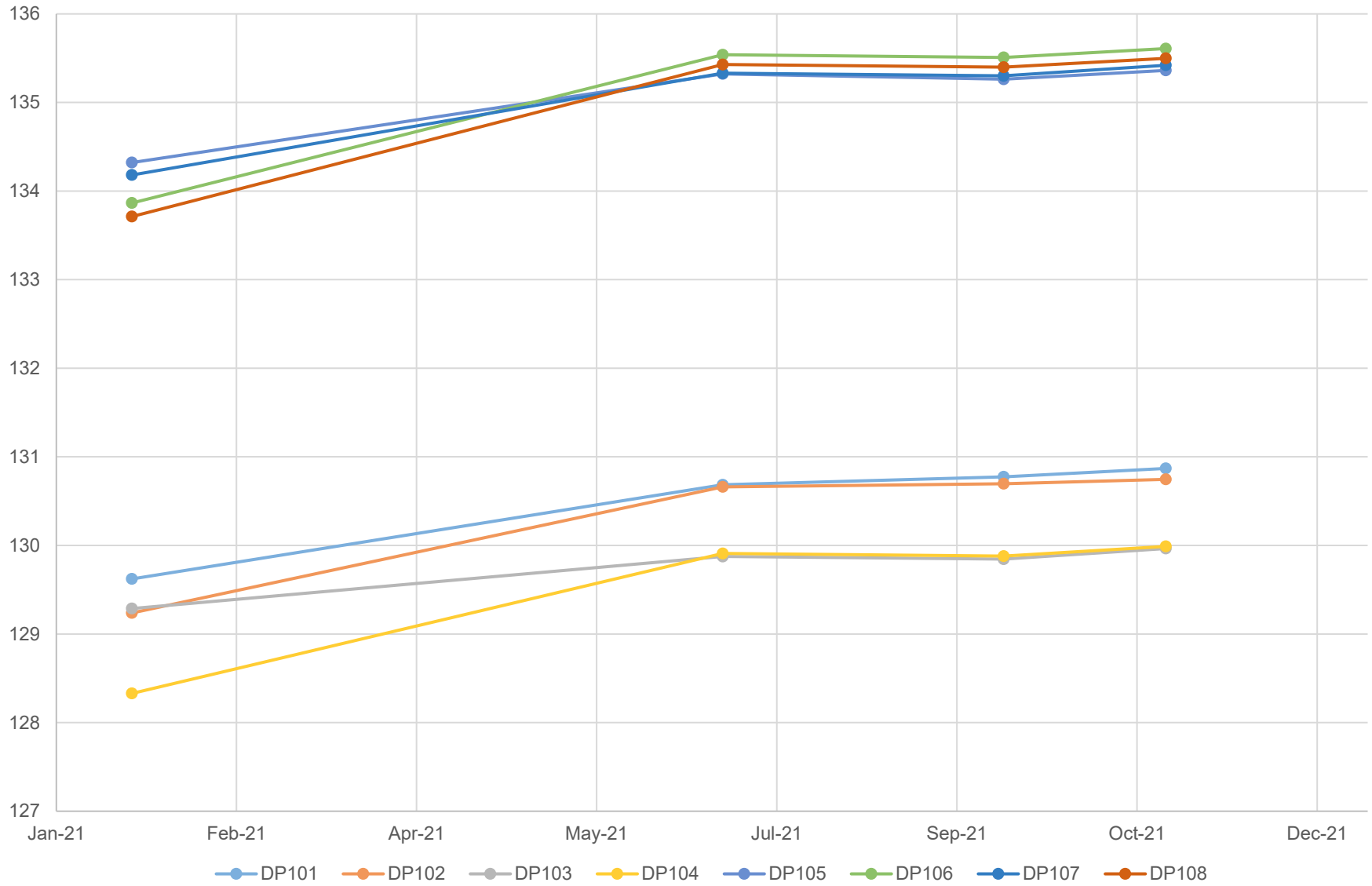
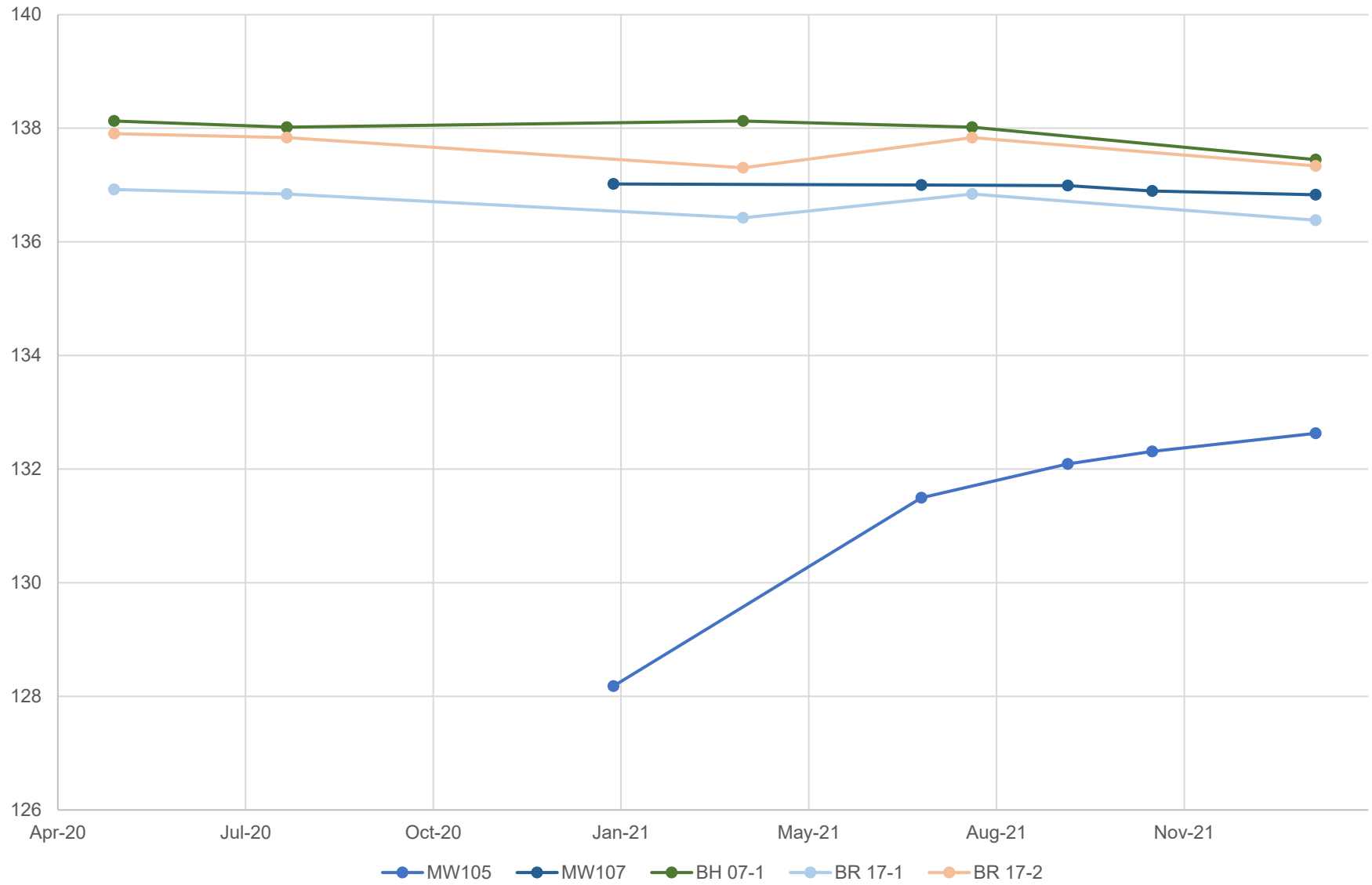




Figure 10 Bedrock Groundwater Elevations





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Tables



Table 1 Groundwater Elevations

Monitor	Northing Easting ¹	Original Ground Elevation (masl)	Stick Up (m)	Depth (mbgs)	Bedrock Elevation	Measuring Point	May-20	Aug-20	22-Jan-21	Apr-21	5-Jul-21	Aug-21	21-Sep-21	5-Nov-21	31-Jan-22
MW101	18 T 347718 5052906	137.29	0.83	2.1	135.19	138.12	-	-	136.40	-	136.54	-	136.29	136.29	136.17
MW102	18 T 347635 5053062	128.94	0.8	6	108.38	129.74	-	-	128.13	-	128.16	-	127.43	127.92	127.93
MW103	18 T 347635 5053062	128.88	0.82	20.5	108.38	129.7	-	-	127.82	-	127.86	-	127.05	127.64	127.68
MW104	18 T 348058 5053533	134.87	0.9	5.5	129.37	135.77	-	-	133.44	-	133.47	-	133.03	133.44	133.36
MW105	18 T 348059 5053534	135.01	0.63	9.2	129.51	135.64	-	-	128.18	-	131.50	-	132.09	132.31	132.63
MW106	18 T 348237 5053301	154.23	0.69	16.2	138.03	154.92	-	-	138.08	-	Dry	-	Dry	Dry	Dry
MW107	18 T 348240 5053300	154.33	0.62	18.8	138.13	154.95	-	-	137.02	-	137.00	-	136.99	136.90	136.83
MW108	18 T 348390 5053143	148.78	0.67	16.7	125.00	149.45	-	-	136.35	-	136.24	-	136.18	136.09	135.93
MW109	18 T 348390 5053145	148.7	0.56	23.7	125.00	149.26	-	-	135.36	-	136.25	-	136.19	136.10	135.94
BH14-4	18 T 348025 5053498	129.15	0.89	9.14	NA	130.04	127.38	127.09	125.97	127.39	127.54	127.09	127.02	127.39	127.21
95-A	18 T 348381 5053226	144.81	0.68	14.2	130.51	145.49	138.39	138.34	137.85	137.77	137.74	138.34	137.68	137.60	137.48
90-6	18 T 347919 5052717	154.27	0.85	17.3	136.97	155.12	141.00	141.10	140.33	140.24	140.16	141.10	140.22	140.15	140.07
DP101	18T 347606 5053081	130 ±	1.25	0.932	NA	131.25	-	-	129.62	-	130.68	-	130.77	130.87	Frozen
DP102	18T 347606 5053081	130 ±	0.89	1.54	NA	130.89	-	-	129.24	-	130.66	-	130.70	130.75	Frozen
DP103	18T 347990 5053538	130 ±	0.71	1.145	NA	130.71	-	-	129.29	-	129.88	-	129.85	129.97	Frozen
DP104	18T 347990 5053538	130 ±	1.20	1.876	NA	131.20	-	-	128.33	-	129.91	-	129.88	129.99	Frozen
DP105	18T 348454 5052743	135 ±	0.68	1.24	NA	135.68	-	-	134.32	-	135.32	-	135.26	135.36	Frozen
DP106	18T 348454 5052743	135 ±	1.42	1.844	NA	136.42	-	-	133.87	-	135.54	-	135.51	135.61	Frozen
DP107	18T 348249 5052549	135 ±	0.73	0.834	NA	135.73	-	-	134.18	-	135.33	-	135.30	135.42	Frozen
DP108	18T 348249 5052549	135 ±	1.29	1.75	NA	136.29	-	-	133.71	-	135.43	-	135.40	135.50	Frozen
88-4A						132.04	156.541	138.13	137.97	-	137.51	-	137.97	-	-
89-B						129.60	154.1	137.69	137.53	-	135.08	-	137.73	-	136.89
89-C						129.84	153.841	138.14	137.96	-	137.47	-	137.96	-	137.47
89-D						135.66	153.155	138.25	138.09	-	137.58	-	138.09	-	137.21
89-E						136.55	159.05	138.15	138.13	-	137.54	-	138.13	-	137.46
89-FS						126.47	147.868	137.39	137.19	-	136.79	-	137.19	-	136.76
89-FD						126.03	147.425	137.41	141.00	-	139.78	-	140.99	-	141.50
90-2						128.14	158.14	138.21	138.09	-	137.40	-	138.09	-	137.01
90-3						144.79	159.29	Dry	Dry	-	Dry	-	Dry	-	Dry
90-4						139.28	154.58	Dry	Dry	-	Dry	-	Dry	-	Dry
90-5						136.71	150.71	138.35	138.15	-	138.00	-	138.15	-	138.00
91-3						134.71	147.705	136.99	136.90	-	136.39	-	136.90	-	136.00
91-4						130.71	142.21	138.13	138.02	-	137.49	-	138.02	-	137.14
BH 04-1						130.74	158.259	138.06	137.97	-	137.45	-	137.97	-	137.07
BH 08-1						129.76	158.188	138.06	137.98	-	138.06	-	137.98	-	137.03
BH 08-2						132.03	157.406	137.77	137.64	-	137.06	-	137.64	-	137.69
BH 14-1						126.72	141.441	137.38	137.20	-	136.77	-	137.20	-	136.53
BH 14-2						130.30	138.667	136.81	136.54	-	136.31	-	136.54	-	136.05
BH 14-3						129.66	147.73	137.98	137.69	-	137.32	-	137.69	-	137.30
BR07-1						130.64	153.938	138.13	138.02	-	138.13	-	138.02	-	137.45
BR 17-1						128.86	153.632	136.92	136.84	-	136.42	-	136.84	-	136.38
BR 17-2						129.55	144.875	137.91	137.84	-	137.31	-	137.84	-	137.34

1. Accurate to +/- 5.0 metres.
2. Ground elevation assumed from topographic mapping.
NA means not available
Shaded cells indicate monitors installed in the bedrock.



Table 2 Vertical Gradients

Monitoring Well	Unit Screened	Ground Elevation masl	Measuring Point Elevation masl	Depth below Meas. Pt. mbgs	Depth mbgs	Diameter mm	Stick-Up m	Screen Length m	Bottom of Screen Elevation m	Depth to Top of Screen m	Difference in Elevation of Bottom of Screen m	Vertical Gradients Shallow-Deep: +downwards; -upwards						
												22-Jan-21	Apr-21	5-Jul-21	Aug-21	21-Sep-21	5-Nov-21	31-Jan-22
MW102	Silty Clay	128.94	129.74	6.92	6.12	50.8	0.80	1.53	122.82	124.35								
MW103	Silty Clay	128.88	129.70	20.2	19.4	50.8	0.82	1.53	109.50	111.03	13.33	0.023	-	0.023	-	0.029	0.021	0.019
MW104	Sandy Silt	134.87	135.77	6.46	5.55	50.8	0.90	1.53	129.32	130.85								
MW105	Granite Bedrock	135.01	135.64	9.22	8.59	50.8	0.63	1.53	126.42	127.95	2.90	1.817	-	0.680	-	0.325	0.390	0.252
MW106	Sandy Silt	154.23	154.92	16.85	16.16	50.8	0.69	1.53	138.07	139.60								
MW107	Granite Bedrock	154.33	154.95	18.88	18.26	50.8	0.62	1.53	136.07	137.60	2.00	0.530	-	-	-	-	-	-
MW108	Sand and Cobble	148.78	149.45	17.34	16.67	50.8	0.67	1.53	132.11	133.64								
MW109	Sand and Cobble	148.70	149.26	23.99	23.43	50.8	0.56	3.05	125.28	128.33	5.32	0.186	-	-0.002	-	-0.002	-0.002	-0.002
95-A	Gravel/Dense Clay	144.8	145.5	14.30	13.62	50.8	0.68	1.53	131.19	132.72								
BR17-2	Rock	144.1	144.9	20	19.20	57.2	0.80	3.05	124.88	127.93	4.80	-	0.097	-	0.105	-	-	0.030
DP101	Silty Clay	130.00	131.25	2.19	0.93	25.4	1.25	0.30	129.07	129.37								
DP102	Silty Clay	130.00	130.89	2.43	1.54	25.4	0.89	0.30	128.46	128.76	0.61	0.632	-	0.038	-	0.128	0.202	-
DP103	Silty Clay	130.00	130.71	1.85	1.15	25.4	0.71	0.30	128.86	129.16								
DP104	Silty Clay	130.00	131.20	3.08	1.88	25.4	1.20	0.30	128.12	128.42	0.73	1.312	-	-0.047	-	-0.047	-0.033	-
DP105	Silty Clay	135.00	135.68	1.92	1.24	25.4	0.68	0.30	133.76	134.06								
DP106	Silty Clay	135.00	136.42	3.26	1.84	25.4	1.42	0.30	133.16	133.46	0.60	0.755	-	-0.358	-	-0.407	-0.407	-
DP107	Silty Clay	135.00	135.73	1.56	0.83	25.4	0.73	0.30	134.17	134.47								
DP108	Silty Clay	135.00	136.288	3.04	1.75	25.4	1.288	0.3	133.25	133.55	0.92	0.512	-	-0.107	-	-0.107	-0.085	-
89-B	Gravel and pebbles	153.3	154.1	20.8	20	25	0.8	0.5	133.30	133.80								
BR17-1	Rock	152.8	153.6	57.18	56.38	57.15	0.8	4.56	96.45	101.01	32.79	-	-0.041	-	0.027	-	-	0.015
89-C	Gravel and pebbles	153.0	153.8	21.3	20.5	25	0.8	0.5	132.54	133.04								
BR07-1	Granite Bedrock	153.5	153.9	24.86	24.4	152.4	0.46	2.1	129.08	131.18	1.86	-	-0.353	-	-0.031	-	-	0.012



Environmental

Geotechnical

Building Sciences

Construction
Monitoring

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Kingston
Barrie
Oshawa

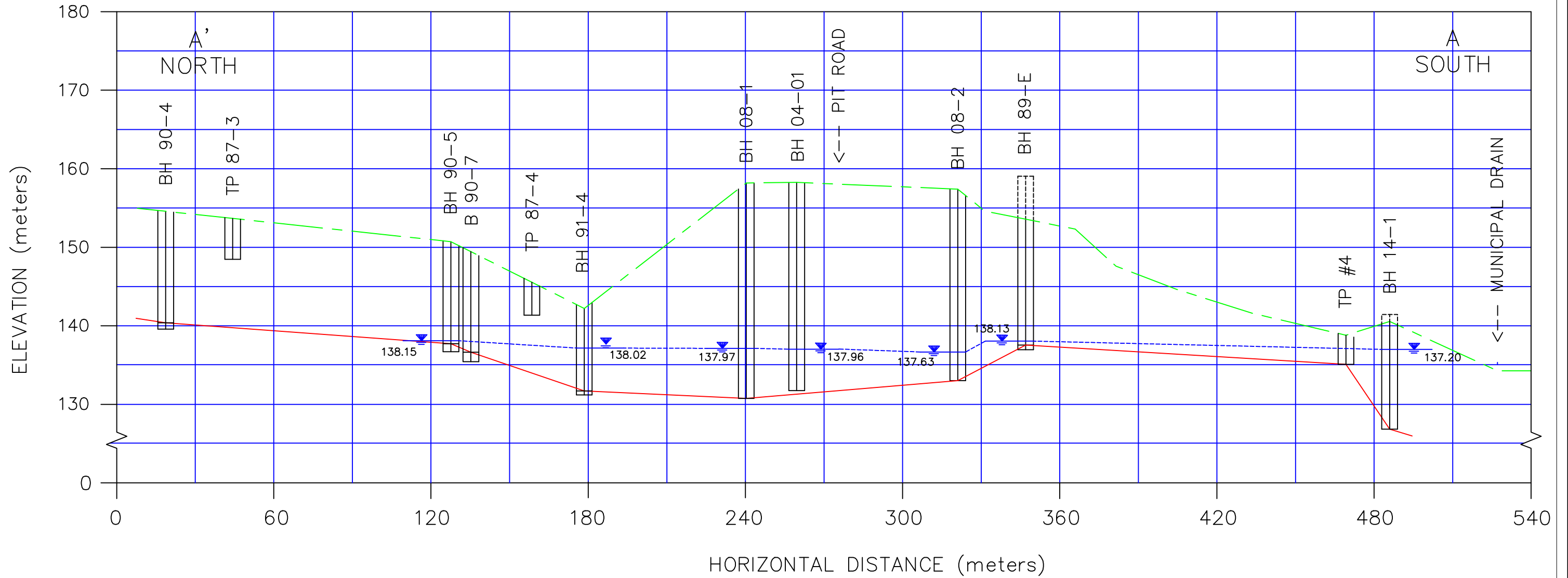
Laboratory

Peterborough



Appendix A

Supporting Documents

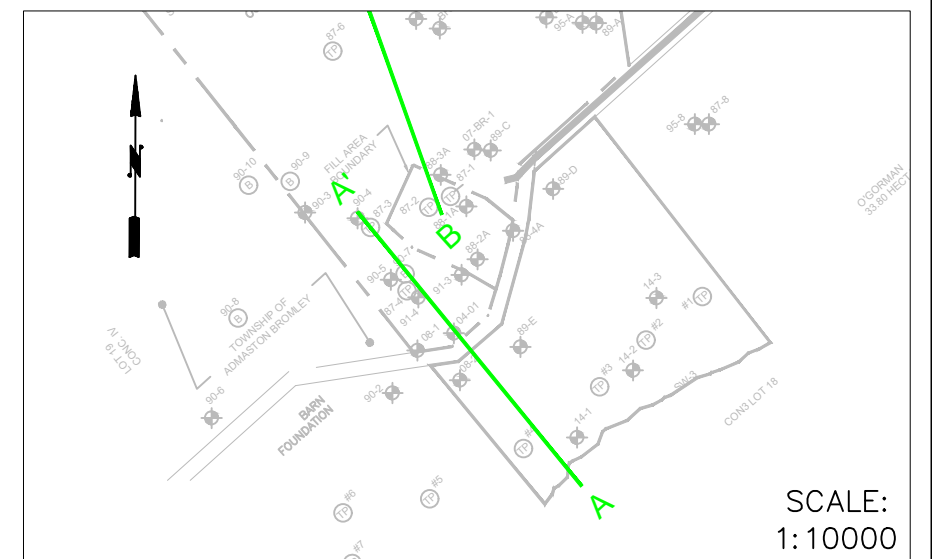
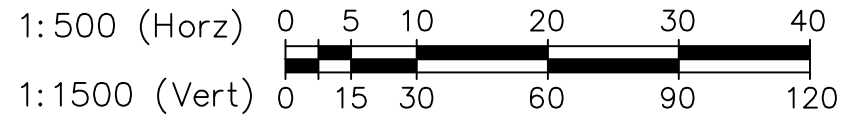


LEGEND

- GROUND ELEVATION
- PRECAMBRIAN BEDROCK ELEVATION
- ▼ WATER TABLE ELEVATION

- BH 08-1 BOREHOLE #1, 2008
- TP 87-3 TEST PIT #3, 1987
- B 90-7 BEDROCK CONTROL POINT #7, 1990

WATER TABLE DATA WAS OBTAINED FROM AUGUST 2020 WELL OBSERVATIONS



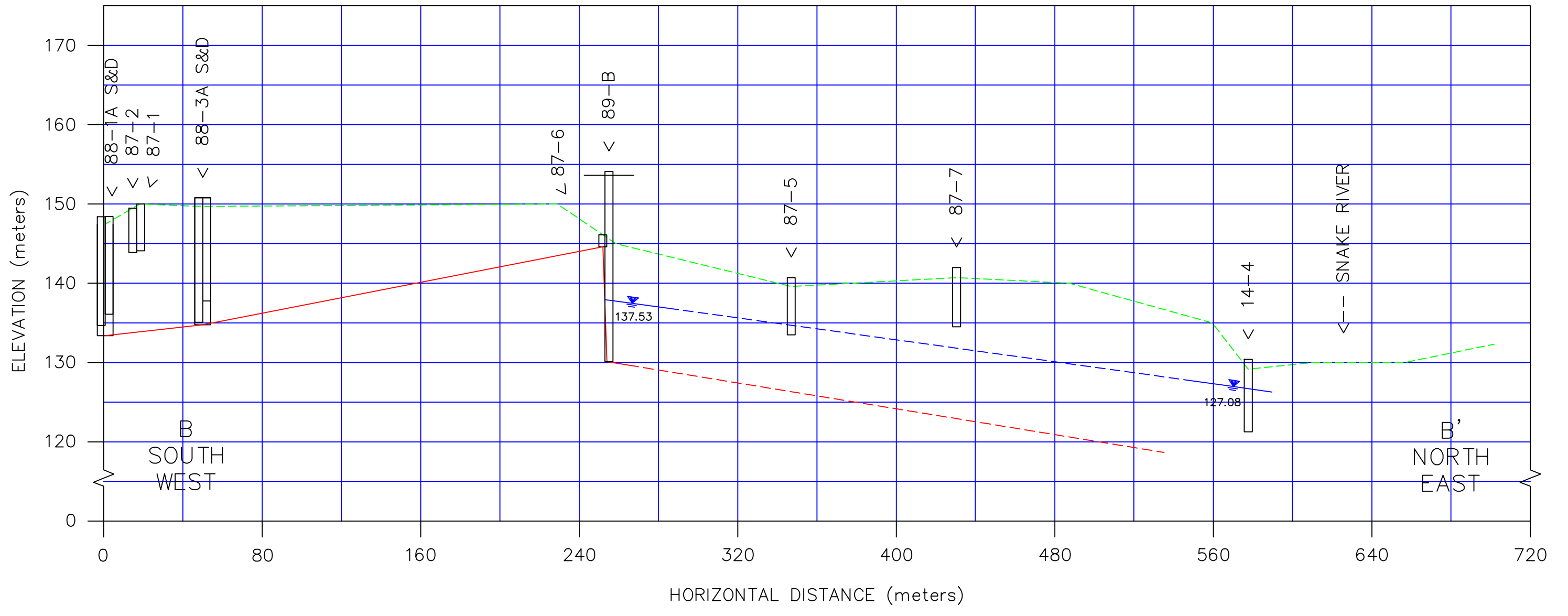
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OSCEOLA LANDFILL
TOWNSHIP OF ADMASTON BROMLEY
SCHEMATIC CROSS SECTION A-A'

DRAWING TITLE	X-SECTION A-A'
PROJECT NUMBER	17-6003E
DATE	FEB 2021
PLOT DATE	13-FEB-2021

SCALE	AS NOTED
DRAWN BY	AB
CHECKED BY	KM
DRAWING NO.	FIGURE 3A



LEGEND

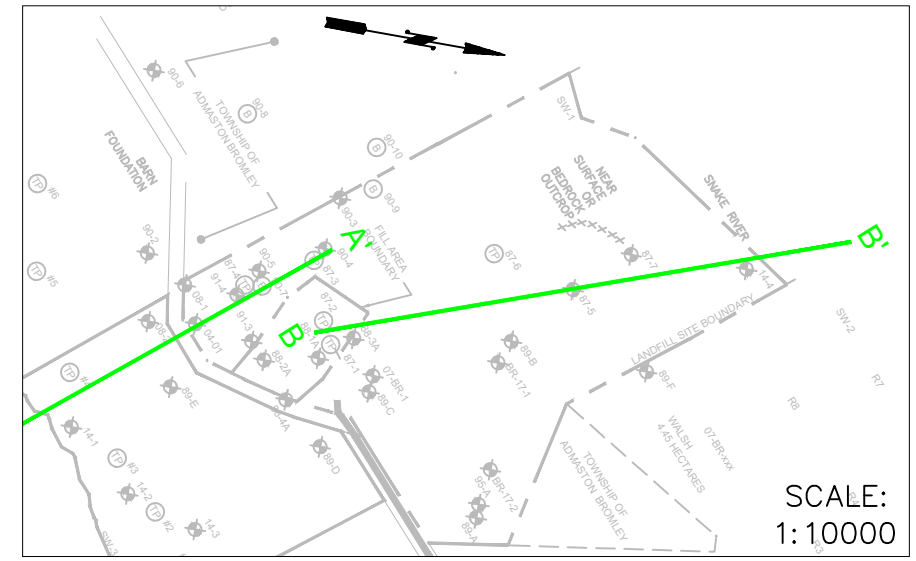
- GROUND ELEVATION
- PRECAMBRIAN BEDROCK ELEVATION
- WATER TABLE ELEVATION

BH 08-1 BOREHOLE #1, 2008
 TP 87-3 TEST PIT #3, 1987
 B 90-7 BEDROCK CONTROL POINT #7, 1990

WATER TABLE DATA WAS OBTAINED FROM AUGUST 2020 WELL OBSERVATIONS

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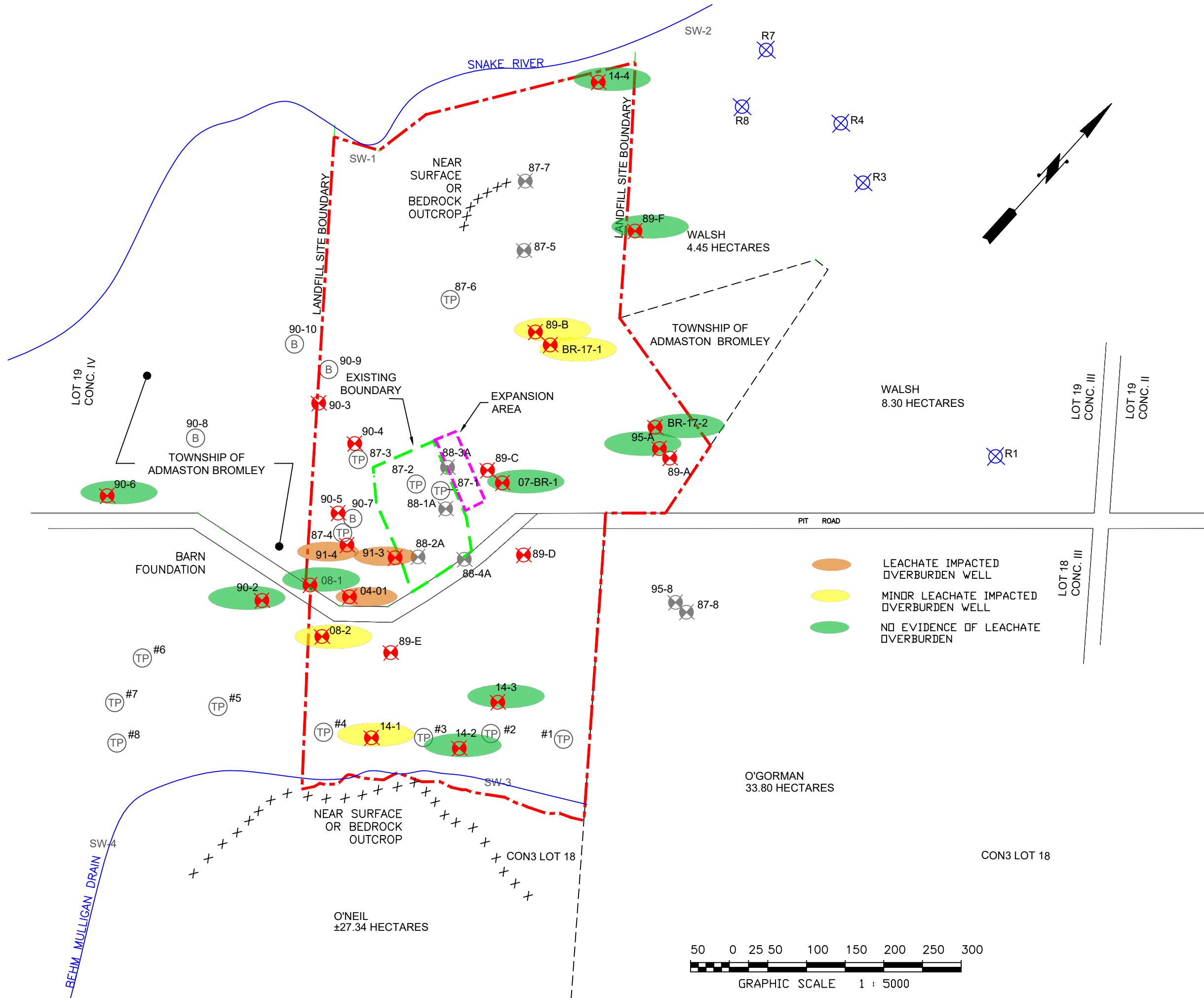
1:2500 (Vert) 0 15 30 60 90 120



OSCEOLA LANDFILL
TOWNSHIP OF ADMASTON BROMLEY
SCHEMATIC CROSS SECTION B-B'

DRAWING TITLE	X-SECTION B-B'
PROJECT NUMBER	17-6003E
DATE	JAN 2021
PLOT DATE	13-FEB-2021

SCALE	AS NOTED
DRAWN BY	AB
CHECKED BY	KM
DRAWING NO.	FIGURE 3B



LEGEND

- LANDFILL SITE BOUNDARY
- EXISTING BOUNDARY
- EXPANSION AREA
- ⊗ R3 RESIDENTIAL SAMPLING
- ⊗ 89-B MONITORING WELLS
- TP TEST PITS
- B BEDROCK CONTROL POINT
- SW-3 MONITORING LOCATION

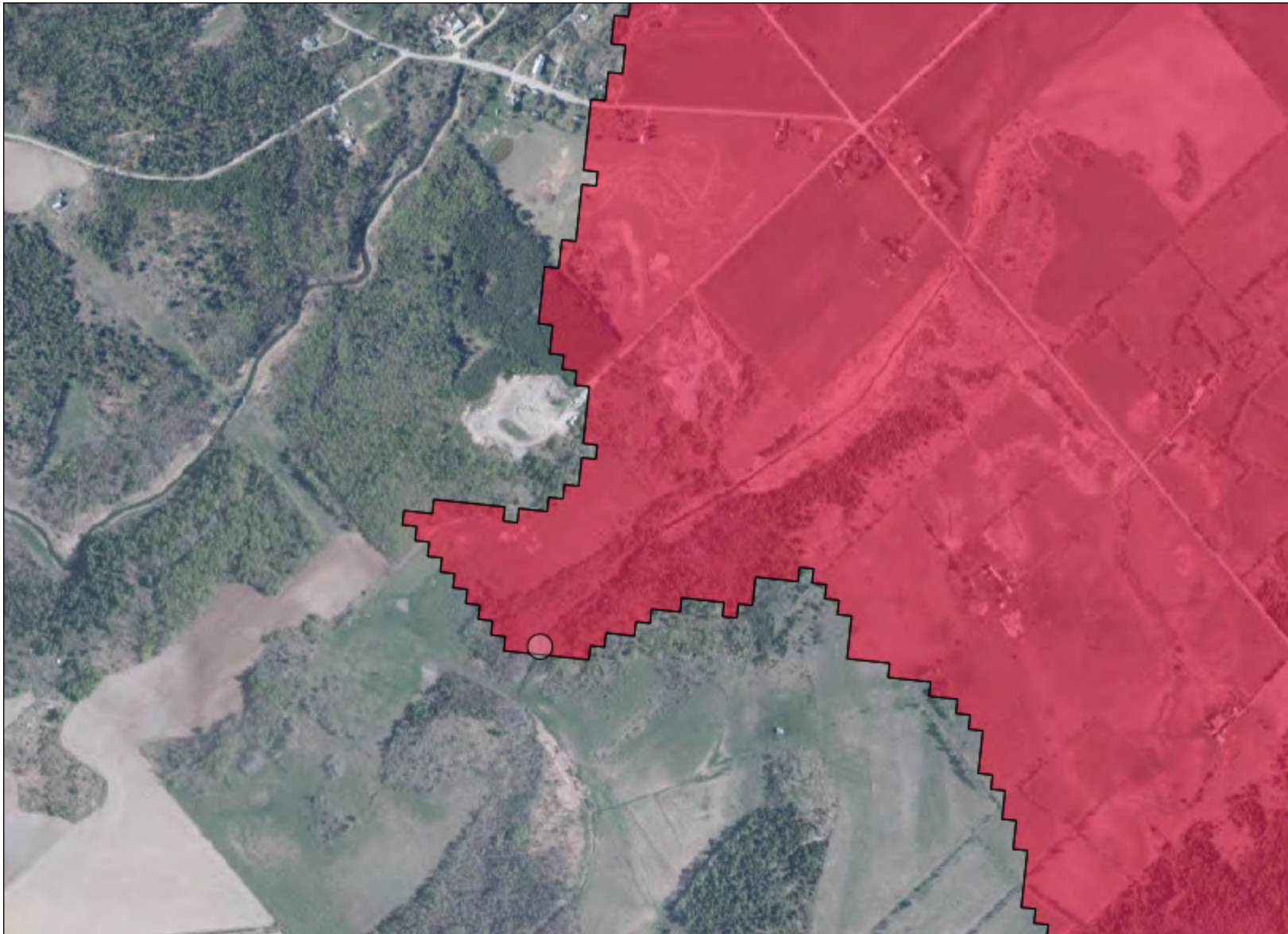
DECOMMISSIONED WELLS (⊗)

- 87-5
- 87-7
- 87-8
- 88-1
- 88-2
- 88-3
- 89-4
- 90-BR1 (REPLACED WITH 07-BR-1)
- 91-2 (REPLACED WITH 04-1)
- 95-8 (REPLACED WITH 95-A)
- 91-1 (REPLACED WITH 08-1)
- 90-1 (REPLACED WITH 08-2)




















OSCEOLA LANDFILL
PART OF LOT 18 & 19, CON. III
TOWNSHIP OF ADMASTON BROMLEY

SITE PLAN			
DESIGNED	BM	DATE	MARCH 2021
DRAWN	AB	PROJECT	17-6003E
CHECKED	AS	PLOTTED	13-FEB-2021
APPROVED	KM	DRAWING	FIG. 2
SCALE	1:5000		

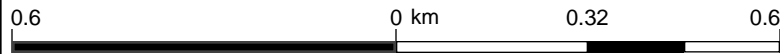


Legend

-  Assessment Parcel
-  Secondary Watershed
-  Tertiary Watershed
-  Quaternary Watershed
-  Great Lakes - St. Lawrence Basin
-  Hudson - James Bay Basin
-  Nelson River Basin
-  Diversions
-  Waterbody Outlet
-  Conservation Authority Dam
-  Provincial Dam
-  Federal Dam
-  OPG Dam
-  Other Dam
-  HYDAT Gauge
-  HYDAT Gauge (RHBN)
-  Virtual Flow Segment

Land Cover Compilation

-  Other
-  Cloud/Shadow
-  Clear Open Water
-  Turbid Water
-  Shoreline
-  Mudflats
-  Marsh
-  Swamp
-  Fen
-  Bog
-  Heath
-  Sparse Treed
-  Treed Upland
-  Deciduous Treed
-  Mixed Treed
-  Coniferous Treed
-  Plantations - Treed Cultivated
-  Hedge Rows
-  Disturbance
-  Open Cliff and Talus
-  Alvar
-  Sand Barren and Dune
-  Open Tallgrass Prairie
-  Tallgrass Savannah
-  Tallgrass Woodland
-  Sand/Gravel/Mine
-  Tailings/Extraction
-  Bedrock
-  Community/Infrastructure
-  Agriculture and Undifferentiated Rural Land Use



Scale: 1 : 12,630

Projection: Web Mercator



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Table 1 - Summary of Groundwater Quality for General Chemistry & Metals

Sample Identification	Units	Detection Limit	MW101-20	MW102-20	MW103-20	MW104-20	MW105-20	MW108-20	MW109-20
			27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20
General Chemistry									
Alkalinity(CaCO3) to pH 4.5	mg/L	5	239	258	261	278	175	163	174
pH @25°C	pH Units		7.82	7.91	7.87	7.84	8.11	7.97	7.98
Conductivity @25°C	µmho/cm	1	491	548	604	598	790	375	397
Fluoride	mg/L	0.1	< 0.1	0.1	< 0.1	< 0.1	0.2	< 0.1	< 0.1
Chloride	mg/L	0.5	1.5	1.3	6.5	4.8	8.2	7.4	5.8
Nitrite (N)	mg/L	0.05	< 0.05	0.08	< 0.05	< 0.05	< 0.05	< 0.05	< 0.05
Nitrate (N)	mg/L	0.05	0.42	0.35	< 0.05	0.3	0.08	1.8	2.28
Sulphate	mg/L	1	12	22	39	22	208	6	8
Total Kjeldahl Nitrogen	mg/L	0.1	0.2	0.7	0.4	0.1	0.4	0.2	0.1
Ammonia (N)-Total	mg/L	0.01	0.05	0.55	0.23	0.01	0.15	0.08	0.02
Total Dissolved Solids	mg/L	3	254	284	313	310	415	193	205
Dissolved Organic Carbon	mg/L	0.2	2.5	2.9	2.9	2	2.9	1	1.4
Phenolics	mg/L	0.002	< 0.002	< 0.002	< 0.002	< 0.002	< 0.002	< 0.002	< 0.002
COD	mg/L	5	< 5	115	12	< 5	299	38	< 5
Hardness (as CaCO3)	mg/L	1	278	276	308	333	198	201	214
Metals									
Arsenic	mg/L	0.0001	< 0.0001	0.0007	0.0003	< 0.0001	0.0012	0.0001	0.0001
Barium	mg/L	0.001	0.097	0.07	0.045	0.106	0.061	0.056	0.038
Boron	mg/L	0.005	0.007	0.091	0.033	0.009	0.106	0.007	0.006
Cadmium	mg/L	0.000015	< 0.000015	< 0.000015	< 0.000015	< 0.000015	0.000137	< 0.000015	< 0.000015
Calcium	mg/L	0.02	84.2	50.1	74.3	101	48.6	63.8	66.4
Chromium	mg/L	0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	0.001	0.001
Copper	mg/L	0.0001	0.0004	0.0004	0.0001	0.0007	0.0015	0.0011	0.002
Iron	mg/L	0.005	< 0.005	0.03	0.365	0.005	0.025	0.191	< 0.005
Lead	mg/L	0.00002	0.00002	0.00004	0.00003	0.00003	0.00004	0.00026	< 0.00002
Magnesium	mg/L	0.02	16.5	36.6	29.8	19.6	18.5	10.2	11.6
Manganese	mg/L	0.001	< 0.001	0.047	0.055	0.02	0.17	0.022	0.011
Mercury	mg/L	0.00002	< 0.00002	< 0.00002	< 0.00002	< 0.00002	< 0.00002	< 0.00002	< 0.00002
Potassium	mg/L	0.1	1.3	10.8	7.5	2.5	5.4	1	1.2
Silicon	mg/L	0.01	5.65	11.5	14.7	5.87	6.31	6.16	6.67
Sodium	mg/L	0.2	2.9	14.7	13.8	3.4	106	5.4	5.5
Zinc	mg/L	0.005	< 0.005	0.006	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005



Table 2 - Summary of Groundwater Quality for Volatile Organic Compounds

Sample Identification	Units	Detection Limit	MW101-20	MW102-20	MW103-20	MW104-20	MW105-20	MW108-20	MW109-20	Trip Blank
Sample Date			27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20	27-Nov-20
Volatile Organic Compounds										
Acetone	µg/L	30	< 30	< 30	< 30	< 30	< 30	< 30	< 30	< 30
Benzene	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Bromodichloromethane	µg/L	2	< 2	< 2	< 2	< 2	< 2	< 2	< 2	< 2
Bromoform	µg/L	5	< 5	< 5	< 5	< 5	< 5	< 5	< 5	< 5
Bromomethane	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Carbon Tetrachloride	µg/L	0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2
Chloroform	µg/L	1	< 1	< 1	< 1	< 1	4	< 1	< 1	< 1
Dibromochloromethane	µg/L	2	< 2	< 2	< 2	< 2	< 2	< 2	< 2	< 2
Dibromoethane,1,2- (Ethylene Dibromide)	µg/L	0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2
Dichlorobenzene,1,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichlorobenzene,1,3-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichlorobenzene,1,4-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichlorodifluoromethane	µg/L	2	< 2	< 2	< 2	< 2	< 2	< 2	< 2	< 2
Dichloroethane,1,1-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloroethane,1,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloroethene, cis-1,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloroethene, trans-1,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloroethylene,1,1-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloromethane (Methylene Chloride)	µg/L	5	< 5	< 5	< 5	< 5	< 5	< 5	< 5	< 5
Dichloropropane,1,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloropropane,1,3-	µg/L	0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2
Dichloropropene, cis-1,3-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloropropene, trans-1,3-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dichloropropene 1,3- cis+trans	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Dioxane, 1,4-	µg/L	20	< 20	< 20	< 20	< 20	< 20	< 20	< 20	< 20
Ethylbenzene	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Hexane	µg/L	5	< 5	< 5	< 5	< 5	< 5	< 5	< 5	< 5
Methyl Butyl Ketone	µg/L	5	< 5	< 5	< 5	< 5	< 5	< 5	< 5	< 5
Methyl Ethyl Ketone	µg/L	20	< 20	< 20	< 20	< 20	< 20	< 20	< 20	< 20
Methyl Isobutyl Ketone	µg/L	20	< 20	< 20	< 20	< 20	< 20	< 20	< 20	< 20
Methyl-t-butyl Ether	µg/L	2	< 2	< 2	< 2	< 2	< 2	< 2	< 2	< 2
Monochlorobenzene (Chlorobenzene)	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Naphthalene	µg/L	0.4	< 0.4	< 0.4	< 0.4	< 0.4	< 0.4	< 0.4	< 0.4	< 0.4
Styrene	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Tetrachloroethane,1,1,1,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Tetrachloroethane,1,1,2,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Tetrachloroethylene	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Toluene	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Trichloroethane,1,1,1-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Trichloroethane,1,1,2-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Trichloroethylene	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5
Trichlorofluoromethane	µg/L	5	< 5	< 5	< 5	< 5	< 5	< 5	< 5	< 5
Vinyl Chloride	µg/L	0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2	< 0.2
Xylene, m,p-	µg/L	1	< 1.0	< 1.0	< 1.0	< 1.0	< 1.0	< 1.0	< 1.0	< 1.0
Xylene, m,p,o-	µg/L	1.1	< 1.1	< 1.1	< 1.1	< 1.1	< 1.1	< 1.1	< 1.1	< 1.1
Xylene, o-	µg/L	0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5	< 0.5

STATIC LEVELS

Monitoring Well	Reference		Aug-20		May-20		Apr-21		Aug-21		Jan-22	
	Mark	Elevation	Static	Elevation	Static	Elevation	Static	Elevation	Static	Elevation	Static	Elevation
88-1AS	T/Plastic	148.346	Decommissioned		Decommissioned		Decommissioned		Decommissioned		Decommissioned	
88-1AD	T/Plastic	148.362	Decommissioned		Decommissioned		Decommissioned		Decommissioned		Decommissioned	
88-3AS	T/Plastic	150.755	Decommissioned		Decommissioned		Decommissioned		Decommissioned		Decommissioned	
88-3AD	T/Plastic	150.748	Decommissioned		Decommissioned		Decommissioned		Decommissioned		Decommissioned	
88-4A	T/Plastic	156.541	18.57	119.281	18.41	138.131	19.03	137.511	18.57	137.971		
89-B	T/Plastic	154.100	16.57	137.530	16.41	137.690	19.02	135.080	16.37	137.730	17.21	136.890
89-C	T/Plastic	153.841	15.88	137.961	15.7	138.141	16.37	137.471	15.88	137.961	16.37	137.471
89-D	T/Plastic	153.155	15.07	138.085	14.91	138.245	15.58	137.575	15.07	138.085	15.95	137.205
89-E	T/Plastic	159.050	20.92	138.130	20.9	138.150	21.51	137.540	20.92	138.130	21.59	137.460
89-FS	T/Plastic	147.868	10.68	137.188	10.48	137.388	11.08	136.788	10.68	137.188	11.11	136.758
89-FD	T/Plastic	147.425	6.43	140.995	10.02	137.405	7.65	139.775	6.44	140.985	5.93	141.495
90-1	T/Plastic	157.080	Decommissioned		Decommissioned		Decommissioned		Decommissioned		Decommissioned	
90-2	T/Plastic	158.140	20.05	138.090	19.93	138.210	20.74	137.400	20.05	138.090	21.13	137.010
90-3	T/Plastic	159.290	Dry	<186.57	Dry	<186.57	Dry	<186.57	Dry	<186.57	Dry	<186.57
90-4	T/Plastic	154.580	Dry	<180.56	Dry	<180.56	Dry	<180.56	Dry	<180.56	Dry	<180.56
90-5	T/Plastic	150.710	12.56	138.150	12.36	138.350	12.71	138.000	12.56	138.150	12.71	138.000
90-6	T/Plastic	155.120	14.02	141.100	14.12	141.000	14.88	140.240	14.02	141.100	15.05	140.070
91-1	T/Plastic	158.510	Decommissioned		Decommissioned		Decommissioned		Decommissioned		Decommissioned	
91-2	T/Plastic											
91-3	T/Plastic	147.705	10.81	136.895	10.72	136.985	11.32	136.385	10.81	136.895	11.71	135.995
91-4	T/Plastic	142.210	4.19	138.020	4.08	138.130	4.72	137.490	4.19	138.020	5.07	137.140
95-A	T/Plastic	145.489	7.15	138.339	7.1	138.389	7.72	137.769	7.15	138.339	8.01	137.479
BH 04-1	T/Plastic	158.259	20.29	137.969	20.2	138.059	20.81	137.449	20.29	137.969	21.19	137.069
BH 08-1	T/Plastic	158.188	20.21	137.978	20.13	138.058	20.13	138.058	20.21	137.978	21.16	137.028
BH 08-2	T/Plastic	157.406	19.77	137.636	19.64	137.766	20.35	137.056	19.77	137.636	19.72	137.686
BH 14-1	T/Plastic	141.441	4.24	137.201	4.06	137.381	4.67	136.771	4.24	137.201	4.91	136.531
BH 14-2	T/Plastic	138.667	2.13	136.537	1.86	136.807	2.36	136.307	2.13	136.537	2.62	136.047
BH 14-3	T/Plastic	147.730	10.04	137.690	9.75	137.980	10.41	137.320	10.04	137.690	10.43	137.300
BH 14-4	T/Plastic	130.039	2.95	127.089	2.66	127.379	2.65	127.389	2.95	127.089	2.83	127.209
BR-1	T/Plastic	151.137	Decommissioned		Decommissioned		Decommissioned		Decommissioned		Decommissioned	
BH 07-1	T/Plastic	153.938	15.92	138.018	15.81	138.128	15.81	138.128	15.92	138.018	16.49	137.448
BR 17-1	T/Plastic	153.632	16.79	136.842	16.71	136.922	17.21	136.422	16.79	136.842	17.25	136.382
BR 17-2	T/Plastic	144.875	7.04	137.835	6.97	137.905	7.57	137.305	7.04	137.835	7.54	137.335



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Log of Borehole:

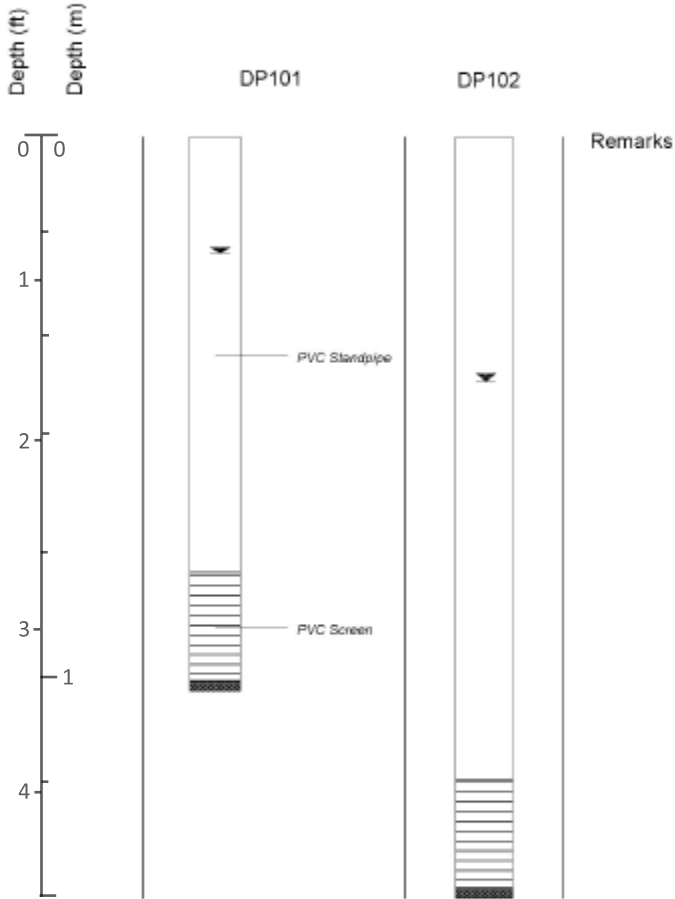
DP101 & DP102

Page 1 of 1

Client: Township of Admaston-Bromley
Contractor:
Location: Osceola Landfill

Project Name: Osceola Landfill
Method: Osceola Landfill Characterization
UTM: 18+ 347606 5053081

Project No.: 10206-002
Date Completed: 2020-10-21
Elevation:



Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

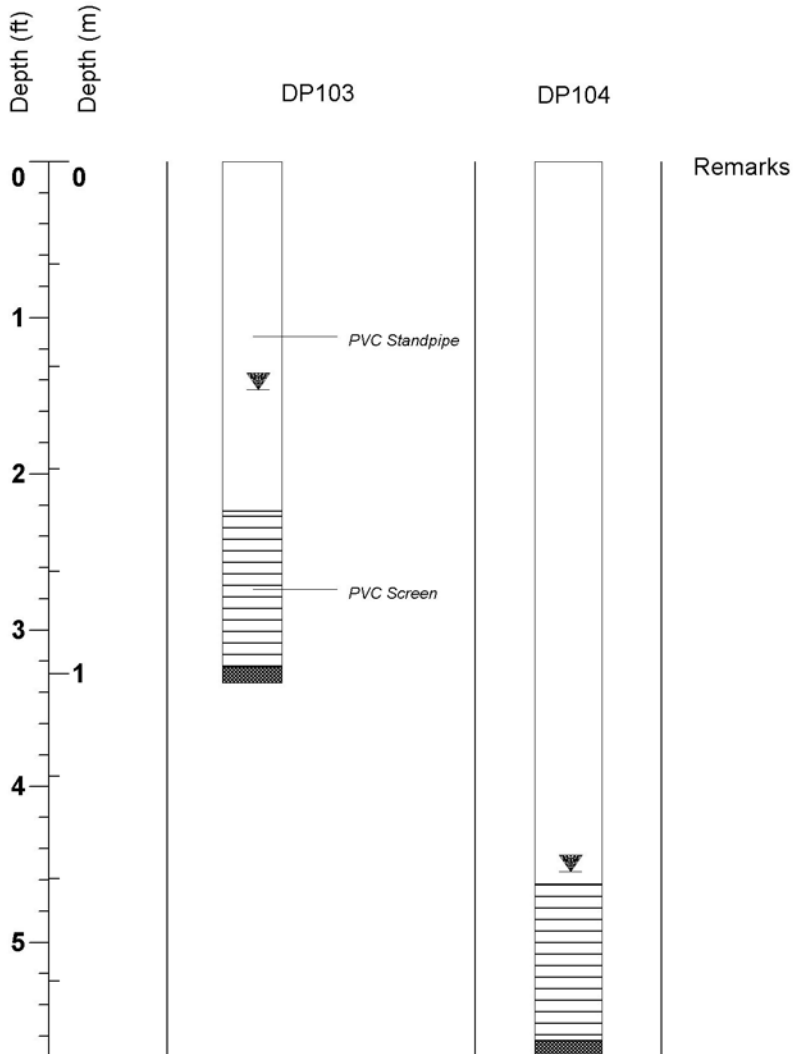
DP103 & DP104

Page 1 of 1

Client: Township of Admaston-Bromley
Contractor:
Location: Osceola Landfill

Project Name: Osceola Landfill
Method: Osceola Landfill Characterization
UTM: 18+ 347990 5053538

Project No.: 10206-002
Date Completed: 2020-10-21
Elevation:



Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

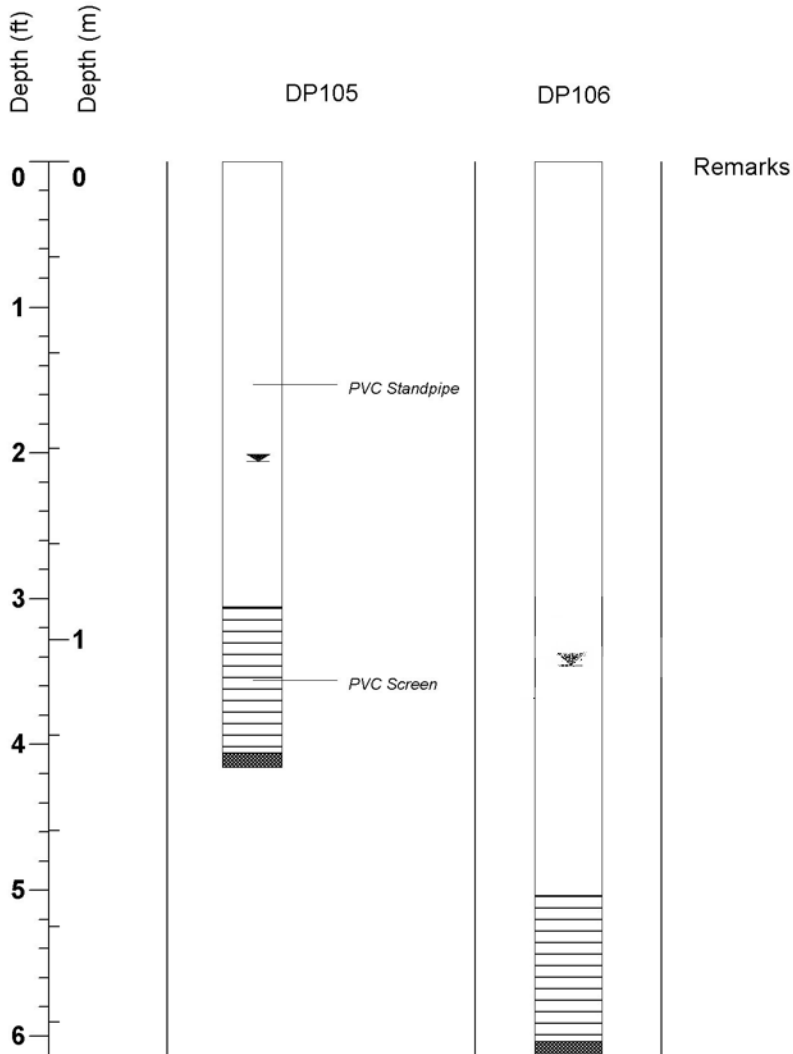
DP105 & DP106

Page 1 of 1

Client: Township of Admaston-Bromley
Contractor:
Location: Osceola Landfill

Project Name: Osceola Landfill
Method: Osceola Landfill Characterization
UTM: 18+ 348454 5052743

Project No.: 10206-002
Date Completed: 2020-10-21
Elevation:



Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

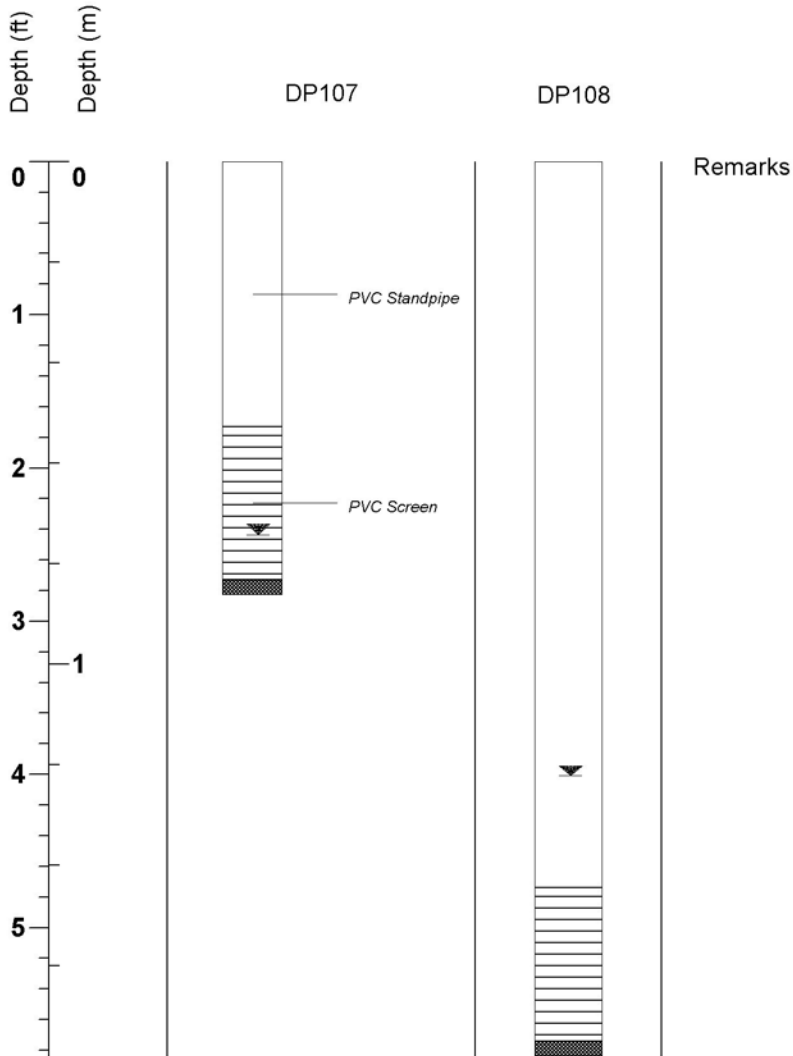
DP107 & DP108

Page 1 of 1

Client: Township of Admaston-Bromley
Contractor:
Location: Osceola Landfill

Project Name: Osceola Landfill
Method: Osceola Landfill Characterization
UTM: 18+ 348249 5052549

Project No.: 10206-002
Date Completed: 2020-10-21
Elevation:



Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

MW102-20

Page 1 of 1

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 347635 5053062

Project No.: 10206-002
Date Completed: 2020-09-22
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks		
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)	
0	0	Topsoil: Dark brown, moist, organics		0								<p>Concrete 0.80 m Stick Up Bentonite PVC Standpipe Sand Pack PVC Screen</p> <p>Water level measured at 1.61 m from top of stand pipe</p>	
1		Clay: Brown clay, soft, dry		-1									
2					-2								
3	1	Silty Clay: Light brown/grey silty clay, wet, low density		-3									
4					-4								
5					-5								
6	2				-6								
7		Silty Clay: Light brown/grey silty clay, wet, low density		-7									
8					-8								
9					-9								
10	3				-10								
11					-11								
12					-12								
13	4				-13								
14					-14								
15					-15								
16	5				-16								
17					-17								
18					-18								
19					-19								
20	6				-20								

Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

MW103-20

Page 1 of 2

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 347635 5053062

Project No.: 10206-002
Date Completed: 2020-09-21
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks	
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)
0	0	Topsoil	Dark brown, moist, organics	0							<p>Concrete 0.80 m Stick Up Bentonite PVC Standpipe</p>	Water level measured at 1.88 m from top of stand pipe on 2021-01-22
1	0.3	Clay	Brown clay, soft, dry	-0.3								
2	0.6	Silty Clay	Light brown/grey silty clay, wet, low density	-0.6								
3	0.9			-0.9								
4	1.2			-1.2								
5	1.5			-1.5								
6	1.8			-1.8								
7	2.1	Silty Clay	Grey silty clay, wet, low density	-2.1								
8	2.4			-2.4								
9	2.7			-2.7								
10	3.0			-3.0								
11	3.3			-3.3								
12	3.6			-3.6								
13	3.9			-3.9								
14	4.2			-4.2								
15	4.5											
16	4.8											
17	5.1											
18	5.4											
19	5.7											
20	6.0											
21	6.3											
22	6.6											
23	6.9											
24	7.2											
25	7.5											
26	7.8											
27	8.1											
28	8.4											
29	8.7											
30	9.0											
31	9.3											
32	9.6											
33	9.9											
34	10.2											
35	10.5											

Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

MW103-20

Page 2 of 2

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 347635 5053062

Project No.: 10206-002
Date Completed: 2020-09-21
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks	
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)
36	11	[Green and yellow speckled pattern representing soil]		-11								
37												
38												
39	12											
40												
41												
42												
43	13											
44												
45												
46	14											
47												
48												
49	15											
50												
51												
52	16											
53												
54												
55												
56	17											
57												
58												
59	18											
60												
61												
62	19											
63												
64												
65												
66	20											
67												
68												
69	21											
70												

Granite: Borehole terminated at bedrock

Bentonite
 PVC Standpipe
 Sand Pack
 PVC Screen



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Log of Borehole:

MW104-20

Page 1 of 1

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 348058 5053533

Project No.: 10206-002
Date Completed: 2020-09-22
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks		
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)	
0	0	Topsoil: Dark brown, moist, organics		0								<p>Concrete 0.90 m Stick Up Bentonite PVC Standpipe Sand Pack PVC Screen</p>	<p>Water level measured at 2.23 m from top of stand pipe on 2021-01-22</p>
1		SANDY CLAY: Brown sandy clay, moist		-1									
2				-2									
3				-3									
4				-4									
5				-5									
6		Sandy Silt: Light brown sandy silt, wet		-6									
7				-7									
8				-8									
9				-9									
10				-10									
11				-11									
12				-12									
13				-13									
14				-14									
15				-15									
16				-16									
17		Sandy Silt: Light brown sandy silt with cobble, wet		-17									
18		Granite: Borehole terminated at bedrock		-18									
19				-19									
20				-20									

Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

MW105-20

Page 1 of 1

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 348059 5053534

Project No.: 10206-002
Date Completed: 2020-09-22
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks		
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)	
0	0	Topsoil: Dark brown, moist, organics		0								<p>Concrete 0.90 m Stick Up Bentonite PVC Standpipe Sand Pack PVC Screen</p> <p>Water level measured at 7.46 m from top of stand pipe on 2021-01-22</p>	
1	0	SANDY CLAY: Brown sandy clay, moist.		-1									
2	0			-2									
3	1	Sandy Silt: Light brown sandy silt, wet		-3									
4	1			-4									
5	1			-5									
6	2			-6									
7	2	Sandy Silt: Light brown sandy silt with cobble, wet		-7									
8	2			-8									
9	3	Granite		-9									
10	3			-10									
11	3			-11									
12	4			-12									
13	4			-13									
14	4			-14									
15	5			-15									
16	5			-16									
17	5			-17									
18	6			-18									
19	6		-19										
20	6		-20										
21	6		-21										
22	7		-22										
23	7		-23										
24	7		-24										
25	8		-25										
26	8		-26										
27	8		-27										
28	8		-28										
29	9		-29										
30	9		-30										

Logged By: P. Garrett

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Log of Borehole:

MW106-20

Page 1 of 2

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 348237 5053301

Project No.: 10206-002
Date Completed: 2020-09-29
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks		
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)	
0	0	Topsoil: Dark brown, moist, organics		0								Concrete	
1	0.3	SANDY CLAY: Brown/light brown sandy clay with cobble, moist		-1								0.69 m Stick Up	
2	0.6	Sand and Cobbles: Light brown fine sand with cobble, dry		-2									
3	0.9	Sand and Cobbles: Light brown fine sand with cobble, dry		-3									
4	1.2	Sand and Cobbles: Light brown fine sand with cobble, dry		-4									
5	1.5	Cobbles: Large rounded cobble (>5cm diameter) with light brown fine sand, dry		-5									
6	1.8	Sand and Cobbles: Light brown fine sand with cobble, dry		-6									
7	2.1	Sand and Cobbles: Light brown fine sand with cobble, dry		-7									
8	2.4	Sand and Cobbles: Light brown fine sand with cobble, dry		-8									
9	2.7	Sand and Cobbles: Light brown fine sand with cobble, dry		-9									
10	3.0												
11	3.3												
12	3.6												
13	3.9												
14	4.2												
15	4.5												
16	4.8												
17	5.1												
18	5.4												
19	5.7												
20	6.0												
21	6.3												
22	6.6												
23	6.9												
24	7.2												
25	7.5												
26	7.8												
27	8.1												
28	8.4												
29	8.7												
30	9.0												

Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

MW106-20

Page 2 of 2

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 348237 5053301

Project No.: 10206-002
Date Completed: 2020-09-29
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks	
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)
31												Water level measured at 16.84 m from top of stand pipe on 2021-01-22
32												
33	10											
34												
35												
36	11											
37												
38												
39												
40	12											
41												
42												
43	13											
44												
45												
46	14											
47												
48												
49	15											
50												
51												
52	16											
53												
54												
55	17											
56												
57												
58												
59	18											
60												

Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

MW107-20

Page 2 of 2

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 348240 5053300

Project No.: 10206-002
Date Completed: 2020-09-25
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks	
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)
33	10			-10								Water level measured at 17.93 m from top of stand pipe on 2021-01-22
34												
35												
36	11											
37												
38												
39												
40	12											
41												
42												
43	13											
44												
45												
46	14											
47												
48												
49	15											
50												
51												
52	16											
53												
54												
55	17		Granite	-17								
56												
57												
58												
59	18											
60												
61												

Logged By: P. Garrett

Input By: P. Garrett



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Log of Borehole:

MW108-20

Page 1 of 2

Client: Township of Admaston-Bromley
Contractor: Canadian Environmental Drilling
Location: Township of Admaston-Bromley - Osceola Landfill

Project Name: Osceola Landfill Characterization
Method: Hollow Stem Auger
UTM: 18+ 348390 5053143

Project No.: 10206-002
Date Completed: 2020-09-22
Elevation:

SUBSURFACE PROFILE				SAMPLING INFO						Well Installation	Remarks	
Depth (ft)	Depth (m)	Lithology	Description	Elevation (m)	Number	Type	% Recovery	SPT (N)	CSV (ppm)			OV (ppm)
0	0	Topsoil	Dark brown, moist, organics	0							Concrete	
1	0.3	SAND	Brown/light brown sandy clay with cobble, moist	-0.3							0.67 m Stick Up	
2	0.6			-0.6								
3	0.9			-0.9								
4	1.2			-1.2								
5	1.5			-1.5								
6	1.8			-1.8								
7	2.1			-2.1								
8	2.4			-2.4								
9	2.7			-2.7								
10	3.0			-3.0								
11	3.3			-3.3								
12	3.6			-3.6								
13	3.9			-3.9								
14	4.2			-4.2								
15	4.5			-4.5								
16	4.8			-4.8								
17	5.1			-5.1								
18	5.4			-5.4								
19	5.7			-5.7								
20	6.0			-6.0								
21	6.3			-6.3								
22	6.6			-6.6								
23	6.9			-6.9								
24	7.2			-7.2								
25	7.5			-7.5								
26	7.8			-7.8								
27	8.1			-8.1								
28	8.4			-8.4								
29	8.7			-8.7								
30	9.0			-9.0								

Logged By: P. Garrett

Input By: P. Garrett

Supporting Recovering Value from Waste

Engagement on environmental assessment requirements for advanced recycling

February 7, 2022

Resource Recovery Policy Branch

Purpose and Outline

Purpose


- Inform Indigenous communities and organizations as well as stakeholders about timing of Advanced Recycling (AR) proposals on the Environmental Registry of Ontario (ERO) and the Regulatory Registry (RR)
 - Request comments and feedback
- Outline government goals
- Describe proposed policy direction and rationale

Outline

- Proposed Timeline for Environmental Assessment (EA) Requirements for Advanced Recycling
- Background
- Intent of Regulatory Changes
- Establishing EA Thresholds for Advanced Recycling
- Rationale for Recovery Rate
- Rationale for Daily Quantity Thresholds
- Conclusions

Proposed Timeline for EA Requirements for Advanced Recycling

January 2022

- January 14, 2022 – Provide notice to Indigenous communities and organizations, as well as stakeholders, and post AR proposals on ERO and RR for 45 days
 - Seek input on EA thresholds for sites that utilize advanced recycling thermal treatment technologies
-  **We are here** (ERO and RR comments possible until February 28, 2022)

February 2022

- Start updating guidance material to support the EA process with our interpretation of the AR regulation changes
- **February 28, 2022 – ERO and RR comment period closes, review results of consultation, revise proposals as required**

March 2022

- **Complete all regulatory drafting**

April 2022

- Finalize and file regulation
- Post the decision notice on the ERO and notify communities
- Update Ontario.ca with revised guidance material

Background

Government Commitments

- Support the use of advanced recycling, thermal treatment and energy recovery technologies.
- Ensure valuable resources that can be recovered from hard-to-recycle plastics, do not end up in landfill.
- Clarify the role advanced recycling plays in recovering valuable resources from waste.
- Align the approval process for advanced recycling facilities with those that process and recycle waste.

Advanced Recycling Thermal Technologies

- Generally rely on heat and pressure to breakdown waste, like hard-to-recycle plastics, for the production of a valuable materials and feedstock to reduce the amount of virgin natural resources needed for new products.
- Feedstocks can be used to produce new products like lubricants, waxes and potentially the production of alternative fuels, which can support our green economic recovery and circular economy.

EA Modernization Work

- On November 26, 2021, the ministry initiated consultation on the proposed comprehensive EA Projects Regulation under the *Environmental Assessment Act*.
- Provided direct notifications of the proposal to Indigenous communities, various organizations and stakeholders and held webinars and one-on-one meetings in December 2021 and January 2022. The Environmental Registry posting closed on January 25, 2022.
- The proposed comprehensive EA Projects Regulation does not incorporate the environmental assessment requirements for advanced recycling technologies.

Intent of Regulatory Changes

Update regulatory terminology to include:

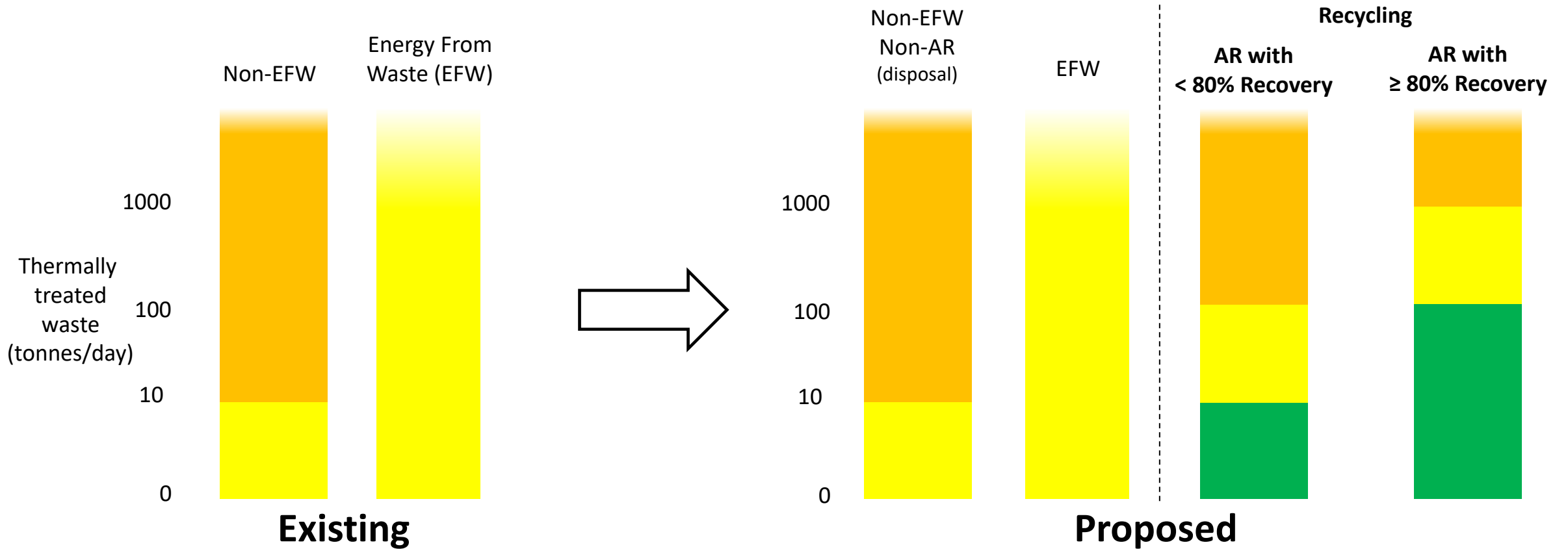
- **Advanced Recycling Site:** A waste disposal site where thermal treatment is used to recover materials and whose primary purpose is processing of waste to generate recovered material rather than waste disposal
- **Recovered material:** An output from the thermal treatment of waste would be a recovered material if there is a demonstrated market demand. Fuel and non-fuel output material are required to meet different criteria. See Plain Language Description of Advanced Recycling Proposal page 2 for the complete definition of recovered material.

Distinguish between thermal treatment technologies utilized for disposal, energy recovery, and advanced recycling purposes.

Establish specific thresholds for advanced recycling sites that will be subject to an environmental assessment process (i.e., comprehensive environmental assessment or environmental screening process).

Remove the fuel component from the description of establishing a thermal treatment site that generates energy from waste and including it in the description of establishing an advanced recycling site.

Establishing EA Thresholds for Advanced Recycling



- Comprehensive EA (CEA)
- Environmental Screening Process (ESP)
- No Environmental Assessment

Thresholds are based on tonnage treated, with the incentive of reduced EA burden for good performers (i.e., high recovery rate)
All facilities are required to get an ECA to operate

This does not change existing EA requirements for an EFW site that produces electricity. If a facility produces electricity that is used on-site and a recovered material (including fuel) it is treated as AR.

Rationale for Recovery Rate

A high recovery threshold would ensure strong environmental outcomes by preventing disposal operations from benefiting from EA streamlining just for having a small degree of recovery while the majority of processed output still goes to landfill.

This proposal utilizes an 80% recovery rate as the threshold between the two proposed regulatory pathways. Applying a recovery threshold for advanced recycling is expected to incentivize advanced recyclers to ensure the majority of the material processed at their sites is going into new products and is not sent to landfill.

The 80% recovery rate is proposed to recognize the benefits of facilities that recover a high portion of inputs with limited residual material while acknowledging that recovery rate is also influenced by operational challenges including obtaining high-quality post-consumer plastics to use as a feedstock.

Rationale for Daily Quantity Thresholds

10 tonnes of waste per day (tpd) - No Environmental Assessment:

- Provides an opportunity for very small facilities (e.g., pilot phase) to begin operations without an EA.
- Aligned with current threshold used for thermal treatment sites.

100 tpd - <80% Comprehensive Environmental Assessment, ≥80% Environmental Screening Process:

- Aligned with E.U. Waste Framework Directive.
- Allows for public consultation and a higher degree of ministry oversight as there is more waste being sent off-site for disposal.

1000 tpd – Comprehensive Environmental Assessment:

- Very large facilities and there is no expectation that this type of facility would be in operation for the foreseeable future.
- The size of these facilities would warrant a full EA by virtue of potential impacts to the community (e.g., truck traffic, types of materials).

Conclusions

*Please provide any comments by
February 28, 2022
RRPB.Mail@Ontario.ca*

Thank you for participating.
Any questions?

Appendix A: Advanced Recycling Technologies

Pyrolysis:

Pyrolysis is the heating of waste in a low oxygen environment at high heat and pressure to produce a gas containing carbon monoxide, hydrogen, methane and other volatile organic compounds. This gas is then condensed to form a pyrolysis oil which can be used to create new products such as plastics or fuels.

Gasification:

Gasification is the conversion of carbon-rich residues into synthetic gas (syngas) containing mainly carbon monoxide, hydrogen and methane at high heat and pressure. The syngas may be burned in a steam boiler and turbine system to generate electricity or can alternatively be used as a carbon source to produce base chemicals such as methanol and ethanol or a fuel.

Bio-chemical Depolymerization:

Bio-chemical depolymerization is the processing of waste plastics through bio-chemical reactions in the presence of water. The biochemical reactions break down the waste plastics into liquid polymers or monomers (i.e., building blocks of plastics), depending on the enzymes used to process the plastic, to be used to create new products.

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: March 17th, 2022

To: Council

From: Jennifer E. Charkavi

Re: Agreement with Municipal Government Wayfinders Ltd.

Background:

The Township is conducting an Organizational review. At the Council meeting held March 3, Council awarded the proposal to Municipal Government Wayfinders Ltd.

Discussion:

Staff had a meeting on Monday March 7 with Municipal Government Wayfinders Ltd. to discuss what they required and how the process would unfold.

Financial Implications:

The township was successful in receiving a grant for this review.

People Consulted:

Acting Treasurer/Deputy Clerk

Recommendation for Council:

BE IT RESOLVED THAT Council approve By-Law 2022-23, being a by-law to authorize the Mayor and CAO/Clerk to enter into an agreement with Municipal Wayfinders Ltd. for consulting services for an organizational review.

CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT (the "Agreement") dated this _____ day of March, 2022

BETWEEN:

Corporation of the Township of Admaston Bromley

477 Stone Road, RR 2, Renfrew, Ontario K7V 3Z5
(the "Client")

- AND -

Municipal Government Wayfinders Ltd.

PO Box 46043 Gloucester, ON, K1J 9M7
(the "Contractor").

BACKGROUND:

- A. The Client is of the opinion that the Contractor has the necessary qualifications, experience and abilities to provide services to the Client.
- B. The Contractor is agreeable to providing such services to the Client on the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Contractor (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

Services Provided

1. The Client hereby agrees to engage the Contractor to provide the Client with services (the "Services") consisting of:
 - The Consultant will provide Consulting Services for an Organizational Review in accordance with the Client's RFP2022-ADM-01 and the Contractor's proposal dated February 22, 2022.

2. The Services will also include any other tasks which the Parties may agree on in writing. The Contractor hereby agrees to provide such Services to the Client.

Term of Agreement

3. The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect until the completion of the Services, subject to earlier termination as provided in this Agreement. The Term of this Agreement may be extended by mutual written agreement of the Parties.
4. In the event that either Party breaches a material provision under this Agreement, the non-defaulting Party may terminate this Agreement and require the defaulting Party to indemnify the non-defaulting Party against all reasonable damages.

Performance

5. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

Currency

6. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in Canadian Dollars.

Compensation

7. For the services rendered by the Contractor as required by this Agreement, the Client will provide compensation (the "Compensation") to the Contractor as follows:
 - As set out in Appendix 1 Table 2 of the proposal submitted by the Contractor dated February 22, 2022 in response to the Client's RFP2022-ADM-01.
8. Any sales tax and duties required by law will be charged to the Client in addition to the Compensation.

Confidentiality

9. Confidential information (the "Confidential Information") refers to any data or information relating to the business of the Client which would reasonably be considered to be proprietary to the Client including, but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the Client and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.
10. The Contractor agrees that it will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Contractor has obtained, except as authorized by the Client or as may be required by law.
11. All written and oral information and materials disclosed or provided by the Client to the Contractor under this Agreement is Confidential Information regardless of whether it was provided before or after the date of this Agreement or how it was provided to the Contractor.
12. The Contractor may disclose to potential future clients the name of the client as well as the type and general nature of services provided under this agreement.
13. Insofar as is permitted by law, the Client agrees that the Contractor's proposal dated February 22, 2022, is confidential work product that shall not be released except with written consent of the Contractor.

Ownership of Materials and Intellectual Property

14. All intellectual property and related materials (the "Intellectual Property") including any related work in progress that is developed or produced under this Agreement, will be the sole property of the Client. The use of the Intellectual Property by the Client will not be restricted in any manner.
15. The Contractor may not use the Intellectual Property for any purpose other than that contracted for in this Agreement except with the written consent of the Client. The Contractor will be responsible for any and all damages resulting from the unauthorized use of the Intellectual Property.

Return of Property

16. Upon the expiry or termination of this Agreement, the Contractor will return to the Client any property, documentation, records, or Confidential Information which is the property of the Client upon written request.

Capacity/Independent Contractor

17. In providing the Services under this Agreement it is expressly agreed that the Contractor is acting as an independent contractor and not as an employee. The Contractor and the Client acknowledge that this Agreement does not create a partnership or joint venture between them, and is exclusively a contract for service.

Notice

18. All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties of this Agreement as follows:
 - a. Corporation of the Township of Admaston Bromley
477 Stone Road, RR 2, Renfrew, Ontario K7V 3Z5
 - b. Municipal Government Wayfinders Ltd.
PO Box 46043 Gloucester, ON, K1J 9M7

or to such other address as any Party may from time to time notify the other.

Indemnification

19. Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of this Agreement.

Insurance

20. The Contractor will be required to maintain general liability insurance including coverage that would be considered reasonable in the industry of the Contractor based on the risk associated with the characteristics of this Agreement and only to the extent permitted by law. All insurance policies will remain materially unchanged for the duration of this Agreement.

Legal Expenses

21. In the event that legal action is brought to enforce or interpret any term of this Agreement, the prevailing Party will be entitled to recover, in addition to any other damages or award, all reasonable legal costs and fees associated with the action.

Modification of Agreement

22. Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

Assignment

23. The Contractor will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client, except as outlined in the Contractor's proposal dated February 22, 2022.

Entire Agreement

24. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

Enurement

25. This Agreement will enure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators, successors and permitted assigns.

Titles/Headings

26. Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

Gender

27. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

Governing Law

28. It is the intention of the Parties to this Agreement that this Agreement and the performance under this Agreement, and all suits and special proceedings under this Agreement, be construed in accordance with and governed, to the exclusion of the law of any other forum, by the laws of Ontario, without regard to the jurisdiction in which any action or special proceeding may be instituted.

Severability

29. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

Waiver

30. The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

IN WITNESS WHEREOF the Parties have duly affixed their signatures under hand and seal on this _____ day of March, 2022.

Township of Admaston Bromley

WITNESS: _____

Per: _____ (Seal)

Municipal Government Wayfinders Ltd.

WITNESS: G. Wildman, Vice President

Per: _____ (Seal)

Michael Wildman, President

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: March 17th, 2022
To: Council
From: Jennifer E. Charkavi
Re: Employee Assistance Program (EAP)

Background:

In June of 2021 some area municipalities grouped together and enrolled into the Employee Assistance Program Homewood through Cowan. Unfortunately, the Township did not enrol at that time. The pricing received then is still available as Cowan has secured the pricing for their block of municipalities in Renfrew County.

Discussion:

The mounting costs of maintaining unhealthy employees, coupled with the expense and disruption associated with turnover, is leading many employers to implement a health promotion strategy. Thanks to a growing body of evidence, employee and family assistance programs are no longer viewed as just a good idea, but rather a crucial investment in an organization's long-term success.

EFAP Services take a comprehensive and prevention-focused approach to employee well-being and productivity. The EFAP provides clients with practical and effective steps to improve their coping strategies and resiliency. Our intuitive solutions provide easy and secure access and are available 24 hours a day, seven days a week.

Financial Implications:

\$3.60 + HST per employee per month. Employees include Full-Time, Part-Time and Council.

People Consulted:

Acting Treasurer/Deputy Clerk

Recommendation for Council:

BE IT RESOLVED THAT Council approve adding the Cowan Employee Assistance Program through Homewood Health to the existing benefits provided for Township of Admaston/Bromley employees and Council members.



Cowan: CORE and COMPREHENSIVE

Employee and Family Assistance
Program (EFAP) Solutions



Harness the power of full-scale employee and workplace support solutions through our exclusive CORE and COMPREHENSIVE (EFAP) arrangements.

DID YOU KNOW?

Mental and nervous disorders have replaced musculoskeletal conditions as the top conditions causing long-term disability. Source: Canadian Council on Integrated Healthcare

The mounting costs of maintaining unhealthy employees, coupled with the expense and disruption associated with turnover, is leading many employers to implement a health promotion strategy. Thanks to a growing body of evidence, employee and family assistance programs are no longer viewed as just a good idea, but rather a crucial investment in an organization's long-term success.

Welcome to our exclusive and discounted Cowan CORE and COMPREHENSIVE EFAP solutions.

Source: The Case for Comprehensive Workplace Health Promotion, Centre for Health Promotion, University of Toronto

Leading the industry in organizational wellness and employee and family assistance.

Homewood Health brings a one-of-a-kind approach to the market with unparalleled clinical quality backed by the expertise of one of Canada's leading mental health and addiction centres. Employees and family members with 'at risk' mental health and addiction disorders have access to advanced clinical support and programs. Our work-life services and educational tools are developed by psychologists and expert specialists, to help employees manage hectic lifestyles, and their own health and well-being in a way that fits within their lives.

Overview

Our EFAP Services take a comprehensive and prevention-focused approach to employee well-being and productivity. The EFAP provides clients with practical and effective steps to improve their coping strategies and resiliency. Our intuitive solutions provide easy and secure access and are available 24 hours a day, seven days a week.

Our healthy workplace strategy targets the employee, workplace and organization. We craft our messages to appeal to employees in different stages of their life and career, ensuring that promotion efforts are relevant, appealing, and successful. Our approach strengthens the resiliency of your workforce.



Counselling

The EFAP helps clients with practical and effective steps to improve their well-being, coping strategies, and resiliency. We offer a supportive, confidential, and caring environment and provide counselling for any challenge including but not limited to:

Addictions	Anger Management	Anxiety	Depression
Domestic Violence	Family Issues	Grief and Bereavement	Life Transitions / Change
Relationship Difficulties	Stress	Trauma	Other Personal Issues

Our unique solution-focused Cognitive Behavioural Therapy approach focuses on teaching individuals, couples, and families the skills necessary to solve their life problems within a short-term counselling model. Confidential counselling is offered in the local community. Our counselling is delivered through various modalities.

Life Smart Coaching Solutions

Receive coaching support for a variety of life balance, health and career needs. Life Smart Coaching services are available by phone.

Life Balance	Health Smart	Career Smart
Childcare and Parenting	Jumpstart Your Wellness	Career Planning
Elder and Family Care	Lifestyle	Pre-Retirement Planning
Financial and Legal Advice	Nutrition	Shift Work
Grief and Loss	Smoking Cessation	Workplace Issues
Relationship / New Parent Support		

Receive coaching support for a variety of life balance, health and career needs including legal and financial advice, nutrition and wellness, and career and/or pre-retirement planning. Life Smart Coaching services are available by phone.

Life Balance Solutions

Childcare and Parenting Services: Childcare and parenting specialists work directly with the client to determine appropriate resources and solutions for their childcare concerns. The specialist completes a needs- assessment to ensure all of the issues are addressed.

Elder and Family Care Services: Caregiving specialists work one-on-one with the client balancing the responsibility of providing elder and family care while managing a career. The specialist works directly with the client, completing a needs assessment so as to determine appropriate resources. Where necessary, the specialist can provide information on how to obtain an in-home assessment for those in need of home care support.

Financial Advisory Service: Financial advice and planning service, focused on assessment, budgeting and short-term financial coaching through individual telephone and/or email, and may include planning sessions, as well as budgeting exercises and homework.

Grief and Loss Coaching: Helps clients understand the grieving process by providing them with coaching support and resources to help them manage through the range of emotions and difficulties one experiences when faced with a significant loss. This program is helpful to those who have lost a loved one or are experiencing other forms of loss in their life, including job loss, divorce, or ending of a relationship.

Legal Advisory Service: A national legal advice and counselling service, provided by qualified lawyers who reside in the province of the client's concern. Clients speak directly with a lawyer and receive advice and consultation on the legal matter of concern to them.

New Parent Support Services: Childcare specialists will speak with the employee pre and/or post-birth to discuss any concerns the new parent has. After the first call, the specialist will assemble a package of information tailored to meet the client's specific needs.

Relationship Solutions: A fresh approach for couples needing to address relationship issues. The service helps couples take a proactive and fun approach to enhancing their relationships, and includes up-front coaching, and a Relationship Solutions Resource Kit.

Health Smart Coaching Services

Jumpstart Your Wellness. 'Jumpstart Your Wellness' provides healthy solutions for ongoing lifestyle, productivity, work life, wellness and weight loss challenges. The program delivers valuable tools and coaching, creating positive and lasting behaviour change.

Nutritional Coaching. Our nutrition services include telephonic coaching and a robust, online platform, which includes tools and resources covering a full range of topics that deal with a range of questions or problems. Clients can translate the latest nutritional science information into practical strategies, healthy eating advice and tools they can use.

Smoking Cessation Program. Homewood provides one-on-one telephonic consultation for clients wishing to quit smoking. Our Smoking Cessation Program addresses all facets of smoking, including both the physical and psychological dependence, and is built on evidence-based, behaviour-change methods.

Career Smart Coaching Services

Career Planning. Working with a career specialist can help employees identify and articulate their skills, aptitudes, values, personality traits, and interests as they relate to career choice and goals. Employees can also receive coaching for concerns around starting a new job, struggling to manage time effectively and dealing with career-related problems or conflicts.

Pre-Retirement Planning. Homewood's Pre-Retirement Planning Service provides employees with a package of customized information and coaching with a career or financial counsellor as appropriate. The specialist will complete an assessment of the employee's psychological and emotional needs as he or she approaches retirement. In most cases, the employee will be empowered to build and implement a plan to shift gears into retirement. The specialist will provide a personalized information package and follow-up support as required.

Shift Worker Support. Homewood specialists can help individuals who are struggling to make working shifts a part of a healthy and rewarding family and social life. Our specialist starts by completing a full assessment to ensure all concerns are addressed, and then puts together a package of information, customized for the client's needs and provide our shiftwork package as needed.

Online Resources and Services

i-Volve: Online CBT.

i-Volve is a bilingual, self-directed, work at your own pace web-based solution for the treatment of depression and/or anxiety. Unlike traditional CBT programs delivered in a therapist’s office, Homewood’s i-Volve is available 24 hours a day, seven days a week, and is fully responsive and mobile friendly allowing clients access when and where they choose. i-Volve is comprised of three programs: Depression; Anxiety; and Mental Health. i-Volve offers safe, outcome focused programs to influence and change behaviours through the development of coping strategies and resiliency skills.

This innovative treatment program will guide clients through exercises that examine and test how they interpret and perceive external stimulation. These insights will help clients to change and adapt the ways in which they think, feel, and how they react in various situations. i-Volve will help clients to identify, challenge and overcome their anxious and/or depressive thoughts, behaviours and emotions.

E-Learning Courses: Homewood Health offers self-paced, confidential, and interactive online courses. Each e-Learning course is self-directed, and presents printable information, quizzes, and exercises. Some have interactive, printable action planning guides that can be customized to allow clients to input their own scenarios and goals. Topics include but are not limited to:

Embracing Workplace Change	Foundations of Effective Parenting	Fundamentals of Effective Supervision
Leading The Human Side of Change	Managing Sensitive Employee Issues	Preparing For Your Retirement
Resilience	Resolving Conflict In Relationships	Respect In The Workplace
Responsible Optimism	Supporting Respect In The Workplace	Taking Control of Alcohol Use
Taking Control of Job Loss	Taking Control of Stress	Taking Control of Your Anger
Taking Control of Your Career	Taking Control of Your Money	Taking Control of Your Mood
Taking Control of Your Smoking	Value-Based Leadership	

Access Homeweb.ca, our dedicated client portal at any time for convenient access to additional tools and resources including an evolving inventory of health, life balance and workplace articles.

Child and Eldercare Locator: Your employees can conduct customized searches by keying in specific requirements. They can search for daycares, homecare, respite care, child services and child care, schools, day camps, overnight camps and residential facilities for kids with special needs. The eldercare function provides access to national resources for older Canadians. This includes: homecare assessments, long-term facilities, assistive care facilities, day care facilities and facilities geared towards the elderly.

Health Risk Assessment (HRA): The comprehensive HRA allows clients to input biometric data, offers more extensive nutritional assessment tools, and overall readiness to change measures that help users identify their health and wellness barriers, to help them get back to being their best. Additionally, the HRA looks at four specific dimensions of emotional health: work- life balance; anxiety; depression; and stress.

Health and Wellness Library: An updated collection of articles and other resources written by qualified experts in their subject field. It includes information designed to improve health and wellness, and assists individuals in improving their personal and work-life balance. Users are provided a wealth of exclusively Canadian content including information on drugs, disease, natural products, tests, procedures, and general health.

Organizational Services

Key Person Advice Line

Designed for key personnel and supervisors, the advice line allows leaders to contact a Homewood counsellor at any time for consultation should a situation arise at the workplace which requires a professional opinion. These consultations are available on an immediate, as-needed basis.

Formal Employee Referral

A Formal Referral is an agreement between the key person and employee. Specifically, it is confirmation of compliance with a treatment plan to help the employee with their work-related performance. Key persons are informed of basic information related to employee access and use of services. Confidentiality is maintained in that key persons are not provided with feedback on the content of the employee counselling sessions. In addition, this basic feedback is provided with the employee's written consent.

Specialized Community Referral

Our experience indicates that approximately 96% of clients have all of their needs fully met within the EFAP. The remaining 4% represents those who, upon assessment, are identified as requiring referrals for specialized or longer-term treatment with community resources. Homewood Health will provide supportive counselling until the client enters a treatment program.

Promotion and Reporting:

As part of our highly effective promotional plan, we will assist your organization in promoting the EFAP through brochures, articles, and pre-launch orientation sessions for employees and managers.

Reporting: We offer the services of an Account Executive who provides an annual report of the number of employees accessing the program. Your Account Executive also provides expert advice, consultation, and problem-solving.

Additional Fee for Service Solutions:

• **Crisis Management Services (CMS)**

Our CMS solution involves a multi-faceted, resilience-based approach to crisis intervention, and is designed to offer assessment and emotional first aid to employees after a critical incident. Referral services and post-traumatic stress counselling can also be arranged following the initial intervention for impacted individuals.

• **Depression and Trauma Care**

Depression and Trauma Care are mid to long-term intervention therapies for persons struggling with symptoms of each including anxiety, acute and operational stress reaction and/or post-traumatic stress disorder.

• **Employee Wellness Sessions**

Standard and Specialized Wellness Sessions are available on a variety of employee, organizational, and workplace topics. Sessions are delivered by qualified and/or registered individuals and are available virtually or in-person.

Cowan: CORE and COMPREHENSIVE

Exclusive and discounted Employee and Family Assist Program (EFAP) Solutions

Feature(s)	Cowan CORE:	Cowan COMPREHENSIVE:
Counselling Services	Telephonic, Video, Online	In-Person, Telephonic, Video, Online
Life Smart Coaching Solutions	Yes	Yes
Online Resources Including i-Volve (Online CBT)	Yes	Yes
Key Person Advice Line	Yes	Yes
Referrals	Specialized Community Referral	Specialized Community Referral Formal Referral
Depression and Trauma Care	Additional Fee For Service	Yes
Crisis Management Services	Additional Fee For Service	Additional Fee For Service (includes 1 free CMS case per year)
Employee Wellness Sessions	Additional Fee For Service	Additional Fee For Service (includes 1 free session per year per 100 employees)
Treatment Services	Additional Fee For Service	Additional Fee For Service (includes 10% discount on selected services)



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Health | Santé

Meagan Jessup

From:
Sent: March 3, 2022 1:03 PM
To: Jennifer Charkavi
Subject: FW: Extra Costs Associated with Freedom Protest.

Sent from [Mail](#) for Windows

From: [Ferguson, Dawn \(OPP\)](#)
Sent: Thursday, March 3, 2022 11:31 AM
Subject: Extra Costs Associated with Freedom Protest.

Good morning,

Several municipalities throughout our region have expressed concern regarding potential municipal policing costs resulting from detachment personnel being deployed outside of our municipality.

Please rest assured that the OPP billing model recognizes policing costs within detachments servicing municipalities (municipal detachments) and also provides policing services to meet provincial policing commitments under the Police Services Act.

When officers perform provincially-mandated responsibilities requiring them to work outside the municipal detachments or perform certain specialized duties within detachment areas, for example, providing police services for events such as the Ottawa/Windsor/Sarnia etc. protests or related events, there are processes built into the billing model to ensure the policing cost for these responsibilities are not passed along to the municipalities.

The OPP billing model relies on the provincially-mandated activity being recorded accurately in the DAR system. It is key to the billing process and accurate financial oversight that officers include correct registry numbers, obligated duty codes, and overtime types when recording their activity in DAR. All overtime claims have been reviewed and approved by myself or S/Sgt Bosa to ensure all overtime claims have been entered correctly.

My goal is to ensure policing costs are properly accounted for and to ensure OPP Municipal policing costs are accurately reflected.

Please don't hesitate to contact me directly if you have any questions.

Sincerely,

Dawn

County Council Summary

February 23rd, 2022

Below you will find highlights of the County of Renfrew County Council meeting from February 23th, 2022.

Please note that this summary does not constitute the official record of the meeting and approved minutes should be consulted for that purpose.

The full agenda can be found here: <https://bit.ly/3HeS3Q0>

Meeting YouTube link: <https://youtu.be/amX-NshLRuQ>

Warden's Address

Watch the Warden's Address here:

<https://youtu.be/amX-NshLRuQ?t=682>

Key highlights

During the month of February, Warden Robinson attended 15 meetings regarding County business, including but not limited to:

- At the beginning of the month, Warden Robinson met virtually with MPP John Yakabuski and Ontario Minister of Health, Christine Elliott, to discuss future funding for the Renfrew County Virtual Triage and Assessment Centre (RC VTAC).
 - The Province has committed to funding for RC VTAC until March 2023 as [announced in a media release](#) earlier in February.
- On February 15th, Warden Robinson attended an AMO Health Task Force meeting.
 - An update on AMO's response to governance of Ontario Health Teams was received, which aligns with the County of Renfrew's position and the position of the Eastern Ontario Wardens' Caucus.
- On February 17th, CAO Paul Moreau, Director of Development and Property Craig Kelley, Director of Community Services Laura LePine and Warden Robinson met with Andrew Hamilton and Nik Lemieux of Mirabel Consulting to discuss innovative ways of assisting people who are homeless or precariously housed in Renfrew County.
 - A housing forum to bring together developers, builders and other individuals interested in addressing the housing crisis in the County of Renfrew was proposed. This proposal will be brought to Development and Property Committee in the near future.
- On February 18th, Warden Robinson attended a meeting with Parliamentary Assistant Amarjot Sandhu, Ministry of Infrastructure regarding the implementation of the recommendations under the Ontario Community Infrastructure Fund re-design and asset management planning programming.
- Throughout the month of February, delegation meetings with local municipalities continued.
 - We have two more municipalities to visit, the Township of Brudenell, Lyndoch and Raglan and Head Clara Maria.
 - Warden Robinson expressed her thanks to all municipalities for inviting the County of Renfrew to make our presentation, as well as to staff CAO Paul Moreau, Director of Development & Property Department Craig Kelley, Director of Corporate Services Jeff Foss and Human Resources Manager Greg Belmore for assisting with the presentation.

Delegations

- A video was shown announcing the launch of a partnership with Renfrewshire, Scotland as part of a twinning communities initiative.
 - Provost Lorraine Cameron from Renfrewshire Council was also present and expressed her congratulations and shared excitement for the initiative, which is meant to increase economic development, tourism, business to business relationships and opportunities, cultural exchanges, educational opportunities, technical exchanges, etc. for both regions, and to increase awareness of both municipalities as being leaders in their respective countries as a place to do business and visit.
- A video was shown to celebrate the resilience of staff and residents at Bonnechere Manor and Miramichi Lodge throughout the COVID-19 pandemic. Staff from Miramichi Lodge travelled to Renfrew to assist staff during a COVID-19 outbreak at Bonnechere Manor. Staff from Miramichi Lodge travelled to Renfrew to assist staff during the COVID-19 outbreak at Bonnechere Manor.

Finance & Administration Committee

Presented by: Jennifer Murphy, Chair

- Staff continue to monitor the Provincial guidelines for COVID-19 and it is anticipated that the March County Council meeting will be hybrid; in person and virtual.
- 2021 Statements of Remuneration:
 - Remuneration for Members of Council By-law references an allocation of \$3,900 per year to attend any conference(s), convention(s) or education session of choice, however, during the 2021 Budget Workshop and once again at the 2022 Budget Workshop, a reduced allocation of $\$30,000 \div 16$ Elected Officials = \$1,875 was approved. Therefore, the column entitled “Convention Expenses” in the Statement of Remuneration and Expenses was changed to \$1,875.
 - Association of Municipalities of Ontario (AMO) provided details of Council remuneration and expenses paid to Warden Robinson, AMO Board of Directors, County Caucus, EOWC Chair. AMO only reimburses for mileage and all meetings in 2021 were held virtually.
 - Renfrew County and District Health Unit provided an itemized statement of remuneration and expenses paid for 2021 for the members of County Council appointed to the Board of Health.
- The County of Renfrew was successful in obtaining four delegations at the Rural Ontario Municipal Association (ROMA) Conference in January:
 - Minister of Municipal Affairs and Housing, the Honourable Steve Clark — to overview how the Social Services Relief Fund 4 will be utilized within the County of Renfrew to start construction on a capital project to build six new affordable supportive housing units, and to discuss innovative approaches to community housing and new purpose built housing in Renfrew County.
 - Minister of Transportation, the Honourable Caroline Mulroney – to discuss innovative options and future collaborations for completion of the Algonquin Trail.

- Minister of Infrastructure, the Honourable Kinga Surma – to discuss potential funding opportunities for growth related projects.
- Minister of Health, the Honourable Christine Elliott, Deputy Premier – to discuss the municipal role and funding in Public Health, specifically the impact any future increases to the provincial/municipal cost-sharing model will have on the municipal tax burden. This is particularly challenging for rural communities with aging populations and limited resources, such as the County of Renfrew.
- The budget for 2022 has been finalized and any changes have been reflected in the final report.
 - A copy of the report is available upon request.
- A by-law was passed to adopt the revised By-law for the Remuneration of Members of the Council of the County of Renfrew effective January 1, 2022.
- A By-law was passed to authorize the Warden and Clerk to enter into a Transfer Payment Agreement in the amount of \$317,491 with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing for the Municipal Modernization Fund-Intake 3.
- A by-law was passed to approve the revised Procurement of Goods and Services Policy (GA-01);
- A by-law was passed to approve the following changes to Employment By-law #1 effective January 1, 2022:
 - a) Article 4 - Rates of Pay: A 1.75% wage increase for all non-union staff (except students) as outlined in Schedules “A” and “B”; and
 - b) Change to the Student Wage from \$13.40 to \$14.10 (for students under 18) and from \$14.25 to \$15.00 (for students 18 and over) as outlined in Schedule “B”.

Community Services Committee

Presented by: James Brose, Chair

- Ministry of Children, Community, and Social Services (MCCSS) has introduced an eSignature option for social assistance recipients. Between February and June of this year, the new signature solution will be rolled out across the province in five phases.
 - The County of Renfrew is one of ten municipalities going live in the first phase. The new technology will enable consent forms as well as the rights and responsibilities form to be signed digitally to reduce the need for in-person visits.
- A resolution was passed to approve that the County of Renfrew apply to the Inclusive Community Grants funding program for the development of a County of Renfrew Housing Action Plan. It is proposed, based on final confirmation of eligible expenses and outcomes, that the funding will go towards a consultant who will assist with taking the information gleaned from the County’s Housing and Homelessness Strategy and the County’s Senior’s Housing Strategy, along with extensive consultation with the local municipalities and come up with a housing action plan that would collect and review all municipal assets and provide a best practice approach for disposal and/or conversion of those assets.
- A resolution was passed to approve an increase to Resource Teachers capped rate of \$16.00 per hour plus mandatory benefits, to \$18.00 per hour plus mandatory benefits, effective January 1, 2022.

- A resolution was passed to approve that Shelley Moore, George Couchie, Lorrie Baird, and Anne Marie Coughlin, provide professional development training to EarlyON and Licensed Child Care Providers throughout 2022, utilizing capacity funding.

Development & Property Committee

Presented by: Robert Sweet, Chair

- In January, Business Development Officer David Wybou coordinated two County of Renfrew Agriculture-related committee meetings: the Renfrew County Agricultural Economic Development Committee meeting on January 13; and the Renfrew County Agricultural Leadership Advisory Committee meeting on January 17.
 - Both committees discussed the merits of merging and both voted to merge as soon as feasible.
- The Ottawa Valley Tourist Association (OVTA) staff has been engaged in a campaign of regular information sharing with tourism businesses and to the public on the opportunities and benefits the Ontario Staycation Tax Credit can provide.
 - Local media were very responsive and supportive of the local tourism sector and produced several features about the Tax Credit across multiple platforms.
- Economic Development staff will review the application guidelines for the Province of Ontario's new Rural Economic Development (RED) Program and if applicable, apply for work on the Algonquin Trail before the March 7, 2022 deadline.
- County of Renfrew staff held a virtual meeting on February 16, 2022 with local municipalities to review GIS services and capabilities along with the review of ESRI's Small Local Government Enterprise License Agreement.
- A mandatory site meeting for the new Multi-Residential Housing Project was held January 25, 2022 at the site located at Lea and Douglas Street in Pembroke. The details for the Request for Proposal (RFP) were reviewed and opportunity given for preliminary questions and site inspection. The closing date for the RFP is February 25, 2022.
- Ontario Government's Bill 13 Supporting People and Businesses Act, 2021 and Bill 276 Supporting Recovery and Competitiveness Act, 2021 which contain amendments to many different Ontario statutes came into effect on January 1, 2022.
 - A report has been put together to highlight some of the more significant changes related to how the Planning Act changes impact the County of Renfrew Planning Division and can be referenced in the appendix of the [full meeting agenda](#).
- A resolution was passed that County Council supports the Canadian Nuclear Laboratories (CNL) application to the Canadian Nuclear Safety Commission (CNSC), Canada's nuclear regulator, to amend its existing site license in order to construct a Near Surface Disposal Facility (NSDF).
- A resolution was passed to pass a By-law to execute an agreement with the Ontario Trillium Foundation in the amount of \$62,800; AND FURTHER THAT funds up to \$15,700 be taken from the 2022 Provision for Unallocated Funds for the County of Renfrew's 20% contribution of the grant; AND FURTHER THAT the funds be used for improvements to the K&P Recreational Trail.
- A revised Tariff of Fees By-law was discussed and Council deferred a decision to the March meeting of County Council in order to provide time for the lower-tier municipalities to discuss the changes.

Health Committee

Presented by: Michael Donohue, Chair

- Community Paramedics continue to support vulnerable populations including those remaining in their homes while COVID positive, reducing transports to hospital, emergency visits and potential admissions.
 - The Remote Patient Monitoring program has 140 patients enrolled, including several that are COVID positive
- Recent provincial testing guidelines have decreased public demand for COVID testing, however the Paramedic Service is working in conjunction with Ontario Health to augment the VTAC offering to add expanded in-person physical assessment options by Paramedics for COVID and other primary care needs.
 - Importantly, Paramedics and VTAC physicians will determine patient eligibility for anti-viral therapy. This change supports the priorities of Ontario Health and meets the requirements necessary to function as a Clinical Assessment Centre (CAC).
- Vaccine clinic attendance has declined resulting in the cancellation of several clinic dates. Clinics in Pembroke, Renfrew and Arnprior will be reduced to one each week in February, freeing resources to complete vaccines in homes, retirement homes, congregate care settings and schools over the next few weeks. Once these groups have been completed, pop-up clinics will be established in various municipalities
 - The County has also procured ID NOW™ COVID-19 rapid test machines to deliver high-quality molecular positive results in as little as fifteen minutes.
 - The units will be used in conjunction with the current swabbing process of swab samples collected for PCR and will eventually become the primary method of testing, providing near-immediate results.
- On December 28, 2021, the Ministry introduced additional temporary enhanced measures for long-term care homes (LTCHs), specifically pausing general visitors and social day absences
 - The Ministry has worked with the Office of the Chief Medical Officer of Health (OCMOH) to plan for the gradual easing of temporary enhanced measures currently in place. This plan is in the context of the broader reopening Ontario approach announced by the province in January and is also contingent on the absence of concerning trends in public health and health care indicators over the coming weeks.
- Ontario Health, through Ontario Health (East), confirmed that Bonnechere Manor Senior Adult Day Program will receive base funding up to \$6,976 in 2021/2022 for Operating Pressures.
- On January 14, 2022, Premier Doug Ford announced the appointment of Paul Calandra as Ontario's next Minister of Long-Term Care, replacing Rod Phillips. Minister Calandra will maintain his existing responsibilities as Minister of Legislative Affairs and Government House Leader.
- A resolution was passed to pass a By-law authorizing the approval of the Agreement between the County of Renfrew Paramedic Service and Arnprior Regional Health to place Paramedics in the Emergency Department

Operations Committee

Presented by: Tom Peckett, Chair

- The Ottawa Valley Cycling and Active Transportation Alliance (OVCATA) raised concerns on safety for pedestrians and cyclists crossing at the intersection of Highway 148 and County Road 29 (Drive-In Road).
 - Committee directed staff to prepare a response to the Ottawa Valley Cycling and Active Transportation Alliance on behalf of the Warden advising of the ongoing discussions with the MTO for traffic signals at the intersection of Highway 148 and County Road 29 (Drive-In Road) and to send a letter to the MTO asking for an update on the rehabilitation plans including an anticipated timeline for signals to be installed.
- Design for rehabilitation of County Structure B203 (Petawawa River Bridge) is underway by WSP Canada. Preliminary design has been completed and given the high traffic volumes over the bridge, WSP met with County staff to discuss traffic management during the upcoming construction project on the bridge.
- Discussions with the Township of Laurentian Valley staff have been ongoing regarding the use of Borne Road as a detour for full closure of B319 (Bucholtz Bridge) during construction in 2022.
 - Staff of the County of Renfrew and Laurentian Valley have concluded that the use of Borne Road as a detour route for County Road 58 (Round Lake Road) traffic would incur significant damage to Borne Road and require such significant traffic control that the benefits of closing Bucholtz Bridge during construction are outweighed by the negative impacts which could be incurred by the traffic, especially truck traffic, using Borne Road. Construction staging will proceed as originally designed with a single lane closure and traffic signals in place.
- A resolution was passed that County Council pass a By-law to acquire lands located within part of Lots 23 and 24, Concession A in the geographic Township of McNab in the Township of McNab/Braeside, described as Parts 2, 3, 4 and 5 on Plan 49R19902 from Valerie Kohlsmith and Lorinda Kohlsmith for the sum of Seven Thousand and Fifty Dollars (\$7,050); AND FURTHER THAT Parts 2, 3, 4 and 5 on Plan 49R-19902 be dedicated as part of the public highway upon registration of the transfer documents
- A resolution was passed that County Council pass a By-law to acquire Part 2 in the geographic Township of McNab in the Township of McNab/Braeside on Plan 49R-19982 from Ryan Arbuthnot and Krystyn Arbuthnot for the sum of \$1.00; AND FURTHER THAT Part 2 on Plan 49R-19982 be dedicated as part of the public highway upon registration of the transfer documents.
- A resolution was passed that County Council update the speed limit By-law to change the posted speed limit along County Road 511 (Lanark Road) between County Road 508 (Calabogie Road) and 12517 Lanark Road to 40km/hr.

Additional Information

Paul Moreau, Chief Administrative Officer/Clerk

613-735-7288

THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-23

Being a By-Law to authorize the Mayor and CAO/Clerk to execute an agreement with Municipal Government Wayfinders Ltd. For consulting services for an Organizational Review.

WHEREAS Section 11 of the Municipal Act, 2001, empowers the Corporation of the Township of Admaston/Bromley to pass by-laws and to enter into agreements respecting matters of governance structure of the municipality and its local boards;

AND WHEREAS the Council of the Corporation of the Township of Admaston/Bromley is desirous to enter into an agreement with Municipal Government Wayfinders Ltd. for consulting services to conduct an organizational review;

AND WHEREAS the Council of the Corporation of the Township of Admaston/Bromley was successful in receiving a grant from the Municipal Modernization Fund, Intake 3 for the costs associated with an organizational review.

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

- (1) THAT the agreement attached hereto as Schedule "A" is hereby deemed to form part of this By-Law as fully as if recited herein.
- (2) THAT the Mayor and CAO/Clerk are hereby authorized to execute the attached agreement with Municipal Government Wayfinders Ltd.
- (3) That this By-Law shall take effect and come into force immediately upon the passing thereof.

Read a First and Second Time this 17th day of February 2022

Read a Third time and finally passed this 17th day of February 2022

Mayor

CAO/Clerk

ACTION TRACKING LIST

	Updated Information
	NEW

Date	Item	Assigned To	Due Date	Current Status
October 2021	UPDATE Asset Management Plan	Acting Treasurer/Deputy Clerk	Early 2022	Staff have been involved in facility inspections with consultant.
June. 2020	Ministry appointment of PSB Member	Clerk	Nov. 2022	The new changes will not happen until after the election and a new term has begun.
September. 2020	Cannabis Growth	Clerk	Oct. 2022	County of Renfrew Cannabis Study is almost done. Township implemented an Interim Control By-Law extension. Staff working with County to update Zoning By-Law and draft a Site Plan Control By-Law
September. 2020	Speed Radar Sign	Deputy Clerk/Treasurer	TBD	Staff is waiting for the availability of Radar equipment
October. 2020	Fencing By-Law	Clerk/CBO	Dec. 2022	Look into updating the fencing by-law.
November. 2020	LEG report to Committee	Clerk	continuing	The Clerk is provide Council with Regular updates.
October 2021	Admaston Public School - Gym Use	Acting Treasurer/Deputy Clerk	December 2021	Investigate community use of the facility. Find old agreement and contact the RCDSB to verify agreement and develop procedure for booking.
October 2021	Forced Roads	Clerk	On-Going - 2022	Staff are to investigate a policy for the assumption of forced roads.
January 2022	Boundary Roads	CAO/Clerk Acting PW Superintendent	December 2022	Continue work on Boundary Road Agreements
January 2022	Canada Day	CAO/Clerk	Ongoing	Investigate Canada Day activities

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2022-24

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING HELD March 17, 2022.**

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 17th day of March 2022 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 17th day of March 2022.

READ a third time and finally passed this 17th day of March 2022.

Mayor

CAO/Clerk