

TOWNSHIP OF ADMASTON/BROMLEY

Waste Management Committee

AGENDA

Tuesday, May 31st, 2022 at 1:00 p.m.

In Council Chambers

1. Call meeting to order.
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Adoption of Minutes
5. CLOSED SESSION

As per Section 239 2 (c) – a proposed or pending acquisition or disposition of land by the municipality or local board.

More Specifically as it relates to the following reports (reports to be hand delivered):

- a) Osceola Landfill Expansion Update Report
 - b) Stephanie Reeder, P., Geo, C.E.T. – Cambium
Attending virtually
 - c) Cambium Report - Osceola Landfill – Next Steps and Options
for Expansion
6. [Waste Management By-Law Amendments Report](#)
 - a) [Draft Waste Management By-Law](#)

7. Next Meeting

8. Adjournment

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: May 31st, 2022
To: Waste Management Committee
From: Jennifer Charkavi
Re: Waste Management By-Law Amendment

Background:

The Township is in the process of applying for an expansion of the landfill at the Osceola Landfill site. The Township was provided an emergency expansion until the application is approved by the Ministry of the Environment. This emergency expansion is for 15,000 m³. The landfill is at a critical moment and measures need to be taken to protect the existing space left and to ensure that the expansion, if approved, goes beyond 30 years. It is safe to assume that another expansion in 30 years will not be approved.

Discussion:

One of the main dilemmas for the Osceola Landfill is the waste that is presumed to be from outside of Admaston/Bromley. Staff must ensure that only waste from the township is entering our landfill. This is not an easy task. However, one way to ensure that this happens is to put a limit on garbage. Not only ensuring that primarily our garbage is ending up in our landfill but by putting measures in place this will also encourage property owners to recycle, reuse, reduce.

Staff feel that the easiest and most cost-effective program would be bag tags issued by the municipality. Clear bags will be required at the landfill with the bag tag attached to it. Each residential property owner will be allotted two (2) bag tags per week, which is standard across the county. Each residential property owner will be able to pick up their bag tags at the Township office each December, 104 in total, (2 per week). The property owner can bring as many clear bags as they wish to the landfill, however once they are out of bag tags they will have to purchase more.

Some municipalities use clear bags instead of bag tags. This is another tool that we can use, however, costs for bags are higher than for bag tags which can also be printed locally.

The bags will be clear so that Waste Site Attendants can clearly see that there is only garbage in them. However, hopefully with the limit on bags, owners are not going to waste their bag tags on recycling. The one infraction that may occur, will be garbage ending up in recycling as there is no charge to recycle. Waste Attendants will need to be vigilant and ensure that garbage is placed in garbage and that only recycling is recycled.

It is important to note that at first there will be pushback from residential property owners in the municipality as the Township is limiting their garbage. There will be complaints that animals are more apt to get into their garbage as they may leave it longer in order to fill a larger bag.

There will also be complaints that property owners are burning garbage. This is in violation of By-Law 2015-35 2.1 (b): No Person Shall: Burn any prohibited materials such as but not limited to household waste, petroleum products, plastics, rubber, painted lumber, tires, furniture, carpeting, styrofoam or any other item that could cause noxious or toxic smoke or fumes. Prohibited materials are defined as any materials such as but not limited to household waste, petroleum products, plastics, rubber, painted lumber, tires, furniture, carpeting, styrofoam or any other item that could cause noxious or toxic smoke or fumes.

Staff are recommending implementing the use of bag tags with the township logo on them so they are easily recognized by the Waste Attendants.

Financial Implications:

The 2016 census indicates that Admaston/Bromley had 1408 households, which would mean that in order to provide each household with 104 bag tags, the township would need to purchase 150,000, on an annual basis.

Bag Tags are approximately 150,000 for \$9,500 + applicable taxes. Each bag tag cost is about \$0.06. The municipality can make some revenue for the landfill on the sale of extra bag tags, \$2 - \$3 each.

The cost for approximately 50,000 printed bags was \$11,000 in 2020. (Information provided from a neighbouring municipality.)

Charging \$3 - \$5 per bag tag after they have used up their free ones, allows for some revenue generation which is important for the future of the landfill.

Committee may decide to recommend that only half the bag tags be provided for free to residential property owners. Or Committee may decide that residential property owners should pay for their bag tags.

Staff feel that this change is a move in the right direction in order to protect the landfill's capacity, but to also encourage more recycling. Staff also recommend not charging for the first 104 bag tags to ensure an easy transition to the bag tag system.

Staff are seeking input from the Waste Management Committee on the Draft Waste Management By-Law included with this report. Please send comments to staff prior to the next Council meeting.

People Consulted:

Acting Treasurer/Deputy Clerk
Acting Public Works Superintendent
By-Law Enforcement

Recommendation for Council:

BE IT RESOLVED THAT the Waste Management Committee recommend to Council to pass the amended Waste Management By-Law 2022-xx at a future Council meeting.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

By-Law No. 2022-xx

A By-Law to amend By-Law 2015-53, being a by-law to regulate the disposing of refuse and collection of recycling materials at the Waste Disposal Sites within the Township of Admaston/Bromley

WHEREAS Section 11(3), of the Municipal Act, 2001 and amendments thereto, authorizes a municipality to pass by-laws respecting matters within the spheres of jurisdiction, including waste management;

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

1) DEFINITIONS:

In this by-law:

- a) "Bag Tag" shall mean stickers provided by the Township to be affixed to clear bags in order to be disposed of in the Waste Disposal Sites.
- b) "Commercial/Industrial Owner or Occupant" shall mean a person(s) or corporation(s) owning or occupying property in the Township of Admaston/Bromley and being assessed at the commercial/industrial rate for taxation purposes.
- c) "Contractor" shall mean any contractor hired by the Township for services at the waste disposal sites or services associated with waste or recycling.
- d) "Council" shall mean the Council of the Corporation of the Township of Admaston/Bromley.
- e) "Farm/Agriculture Owner or Occupant" shall mean a person(s) or corporation(s) owning or occupying property in the Township of Admaston/Bromley and being assessed at the farm/agriculture rate for taxation purposes.
- f) "Occupant" shall include and mean any occupant, owner, lessee or tenant of any residential dwelling.
- g) "Recyclables" are defined in Schedule "A" attached hereto and forming part of this by-law.
- h) "Resident" shall include and mean any occupant, owner, lessee or tenant of any residential dwelling or commercial building situated within the Township.
- i) "Township" shall mean the Corporation of the Township of Admaston/Bromley.
- j) "Waste" shall mean all materials remaining after Recyclable Materials, Municipal Hazardous and Special Waste materials, Commercial and Demolition, and Bulky Waste as further defined in Section 3(j), are removed from the waste stream.
- k) "Waste Disposal Sites" shall mean any land, buildings or structure(s) owned or leased by the Township, further defined in Section (2), at which waste and/or recyclables are deposited or processed and any machinery or equipment or operation required for the treatment or disposal of waste and/or recyclables.
- l) "Waste Disposal Attendant" shall mean any person hired by the Township to supervise operation of a Township waste disposal sites.

2) **WASTE DISPOSAL SITES:**

The following are designated areas determined to be Waste Disposal Sites, and no other lands in the township shall be used for this purpose. No person shall deposit or dispose of waste/recyclables/other waste referred to in Section 1 of this by-law, other than in compliance with the rules and regulations contained herein:

- LOCATIONS:**
- Part Lot 5, Concession 10
311 Fourth Chute Road (**Douglas Transfer Site**)
 - Part Lot 18, Concession 3
166 Pit Road (**Osceola Landfill Site**)
 - Part Lot 15, Concession 5
735 Stone Road (**Stone Road Transfer Site**)

3) **GENERAL REGULATIONS FOR THE OPERATION OF WASTE DISPOSAL SITES:**

- a) Waste Disposal Sites shall be operated within the regulations and guidelines of the Ministry of the Environment and Climate Change, and according to the Certificate of Approval.
- b) Council shall be responsible for the operation and use of Waste Disposal Sites, and may contract from time to time, for the removal and disposal of waste and recyclables from Waste Disposal Sites.
- c) No person shall dispose of waste at any Waste Disposal Sites unless such waste or recyclables were generated within the Township.
- d) For each bag of garbage, there shall be affixed a sticker as approved by the Township (Schedule "E"). The sticker shall be affixed to the bag in a clearly visible location.
- e) All waste shall be properly bagged and secured in clear bags that are 26" x 36", max size, with the appropriate sticker attached. One (1) smaller paper/plastic bag may be placed inside of the clear bag to hold personal items. The size of this smaller bag shall not exceed 12" x 21" (standard grocery bag size).
- f) All waste being disposed of at Waste Disposal Sites must be separated in accordance with the rules and regulations established by Council, and instructions of the Waste Site Attendant.
- g) The Attendant shall supervise the disposal of waste and recyclables at the Waste Disposal Sites and shall document and conduct record keeping duties as assigned by Council from time to time.
- h) No person shall discharge any firearms at Waste Disposal Sites, unless authorized by Council to do so.
- i) Salvaging (recovering/retrieving) may be permitted during normal open hours with permission of the Waste Site Attendant; but scavenging (rummaging/searching) shall not be permitted.
- j) No person shall enter the Waste Disposal Sites except when the Attendant is on duty and during normal hours or upon approval of Council of any other opening.
- k) Access to Waste Disposal Sites shall be on such days and during such hours as are set out in Schedule "B", hereto attached and forming part of this by-law, and no person shall enter onto any Waste Disposal Sites except in accordance with the provisions of this by-law.

- l) Waste and recyclables must be deposited only at designated areas in the Waste Disposal Sites, and are subject to the conditions as outlined in Schedule "C" hereto attached.
- m) No person shall unload or dispose of any of the following types of materials in the waste disposal sites:
- I. raw sewage, animal or human waste
 - II. explosive or highly combustible materials paint, paint thinners, batteries and other materials deemed to be Household Hazardous Waste
 - III. any radioactive waste
 - IV. dressings, bandages, or other infected materials from hospitals, surgeries or other offices of physicians, surgeons, dentists or veterinarians or other pathological waste used for such purposes
 - V. drugs or dangerous chemical waste
 - VI. hay, straw, manure or any combustible organic material
 - VII. carcasses or parts thereof of any dog, cat, fowl, or any other creature with the exception of bona fide kitchen waste
 - VIII. stumps or dead heads removed from watercourses
 - IX. oil, waste oil, or gasoline soaked materials
 - X. motor vehicles, all-terrain vehicles and snowmobiles or parts thereof
 - XI. any recyclable material for which the Township has provided a collection process
- n) Large bulky, non-compactable items such as furniture and appliances shall be segregated from other waste and stored or disposed of in a separate part of the site and are subject to the conditions as outlined in Schedule "C" hereto attached.
- o) Charges for Waste Disposal (Tipping Fees) as set out in Schedule "C" hereto attached and forming part of this by-law, shall be paid to the Attendant upon entry to the waste disposal sites, and before disposing of chargeable items, or may be invoiced in accordance with Schedule "C" hereto attached.
- p) The Attendant may inspect and turn away waste deemed hazardous or in contravention of this by-law. The attendant may request identification of persons using the Waste Disposal Sites to determine if they are ratepayers of the Township.
- q) Ratepayers are responsible to have identification indicating their admission is allowed. Should the ratepayer not have identification that demonstrates their property within Admaston/Bromley, the Township will issue them identification for admission into the Waste Disposal Site. The identification is not transferable.
- r) If a noncompliance entry is made the license number of the vehicle shall be used for the purpose of identification and issuance of penalties. (Schedule "F")
- s) Burning of solid waste shall not be allowed in Waste Disposal Sites trenches. Segregated brush and other clean wood products and clean wood by-products shall be disposed of in a separate part of the waste disposal sites under supervision and in accordance with applicable Ministry of Environment and Climate Change regulations and guidelines.
- t) Municipal Hazardous or Special Waste, as defined by the Ministry of Environment and Climate Change from time to time and listed in Schedule "D" hereto attached and forming part of this by-law, shall not be deposited at any Waste Disposal Sites at any time.
- u) The Township shall post a sign with the tipping fees at Waste Disposal Sites.

- v) No person shall interfere with the Waste Site Attendant in the performance of their duty, this behaviour shall be subject to the issuance of a penalty, (Schedule "F").
- w) Any person who places waste in areas not designated for such waste, or places waste in an area against the instructions of the Attendant, shall have their privilege to use the Landfill Site immediately denied by the Attendant (Schedule "F").

4) RECYCLING:

- a) The list of recyclable materials that shall be accepted by the township shall be only that material as set out in Schedule "A" attached hereto and forming part of this by-law. Schedule "A" may be amended from time to time subject to the availability of markets for the processing of recyclable material.
- b) All residents are required to recycle any materials identified in Schedule "A". Glass bottles and other containers that are returnable to LCBO depots for refund are not considered recyclables and will not be accepted at any of the Waste Disposal Sites.
- c) Recyclables shall be transported by the occupant to the Township's designated Waste Disposal Sites.
- d) Recyclables are only accepted at the Waste Disposal Sites from Residential properties. All other property classes must make their own arrangements for the disposal of recyclable materials. (effective January 1, 2026)

5) PENALTIES AND/OR FINES:

Any person who violates any of the provisions of this by-law is guilty of an offence, and shall, upon conviction, be liable for a fine as provided for under the Provincial Offences Act.

6) INVALIDITY UNENFORCEABLE:

If any provisions or requirements of this by-law, or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this by-law or the application of such provision or requirement to all persons other than those to which it is held to be invalid or unenforceable, shall not be affected thereby and each provision and requirement of this by-law shall be separately valid and enforceable to the fullest extent permitted by law.

- 7) That By-Law No. 2022-xx shall take effect January 1, 2023.

Read a first and second time this xth day of Month, 2022.

Read a third time and finally passed this xxth day of Month, 2022.

Mayor

CAO/Clerk

SCHEDULE "A"
To By-Law 2022-xx

CURRENT RECYCLING LIST

Fibre Recycling	Commingled Recycling
<p>Includes:</p> <ul style="list-style-type: none"> ➤ "Household" newspaper, magazines, catalogues, flyers and junk mail ➤ Boxboard/paperboard, cereal boxes, cracker boxes, tissue boxes, "paper" egg cartons, toilet paper/paper towel rolls ➤ Office paper: example – writing, typing and computer paper ➤ Cardboard (has sandwich-like waffle in the middle), brown "kraft" paper bags, paper pet food bags (coated liner is OK) 	<p>Includes:</p> <ul style="list-style-type: none"> ➤ Tin Cans (place lid inside and pinch so lid says inside), open and empty paint cans (no plastic with metal lids and/or bottoms or handles), EMPTY aerosol cans (includes herbicide and pesticide as long as completely empty) ➤ Aluminum cans, pie plates, trays and foil wrap (no foil with paper or plastic laminate) ➤ Clear and coloured glass food and beverage bottles and jars, scraped and/or rinsed clean ➤ Plastic food and beverage containers: #1 PET bottles, #2 - #7 bottles, tubs and lids ➤ Milk and Juice cartons, ice cream containers – rinsed clean ➤ #6 – Styrofoam: foam packaging type only clean white, blue, pink foam type, broken down into 10-12 inch pieces and placed loose inside commingled box ➤ #4 Film Plastic: grocery and shopping bags, outer wrap from cases of water

What is NOT recyclable in our Blue Box Program

Car tires, car parts, dirty flower pots and/or no recycle symbol, pots and pans, "real" zippered plastic bags (usually for blankets or bed-in-bag sets), solar blankets, fiberglass feed bags, styrofoam packaging pellets and styrofoam glued with any other material, bubble wrap, sponge foam, foam sheeting, small or large appliances, hard cover books, plastic or metal strapping, picture frames, plastic with metal paint pails, hangers, oil containers, compost, glass or ceramic dishes, Tupperware, Rubbermaid, plastic toys, window pane glass, wood, diapers, electronics of any sort.

Remember SORT Your Recyclables

➤ **RECYCLE YOUR ELECTRONICS**

Visit our website at www.admastonbromley.com to find out how you can recycle your old electronics. They gather dust in drawers or in the basement – but these devices contain valuable metals and can be refurbished or recycled. **ALL ELECTRONICS MUST BE TAKEN TO EITHER THE STONE ROAD OR OSCEOLA LANDFILL SITES ONLY**

➤ **RETIRE YOUR TIRES SAFELY:**

All PASSENGER/CAR Tires (off the rim) will be accepted FREE OF CHARGE at the Osceola and Stone Road Sites. Let us work together to turn our old wheels into a host of green products for our homes, roads and playgrounds.

Schedule "A" may be amended from time to time subject to the availability of markets for the processing of recyclable material. Modifications to Schedule "A" may be affected without requiring amendment to this By-Law.

Schedule "B" to By-Law 2022-xx

ADMASTON/BROMLEY

The Waste Sites shall be open and supervised as follows:

Stone Road

Summer Hours

May 1st to September 30th

Wednesday - 12 noon to 8:00 p.m.
 Saturday - 9:00 a.m. to 5:00 p.m.
 Sunday - 12 noon to 8:00 p.m.

Winter Hours

October 1st to April 30th

Wednesday, Saturday, Sunday – 9:00 a.m. to 5:00 p.m.

Douglas

Summer Hours

May 1st to September 30th

Wednesday – 5:00 p.m. to 8:00 p.m.
 Saturday – 9:00 a.m. to 5:00 p.m.

Winter Hours

October 1st to April 30th

Saturday – 9:00 a.m. to 5:00 p.m.

Osceola

Summer Hours

May 1st to September 30th

Wednesday – 12 noon to 8:00 p.m.
 Saturday – 9:00 a.m. to 5:00 p.m.

Winter Hours

October 1st to April 30th

Saturday – 9:00 a.m. to 5:00 p.m.

All sites are CLOSED Christmas Day, Boxing Day, New Year's Day and Canada Day.

Dates will be amended from time to time to ensure that the Landfill and Transfer Stations are open to offset holidays.

Please check the municipal website for updated information.

Schedule "C"

to By-Law 2022-

**Included in By-Law No. 2012-24
Being a By-Law to Establish a
Schedule of Fees for Municipal Services**

Tipping Fees at Landfill Sites

Ratepayers (Proof of Address Required) (Vehicles with bagged household waste only)	104 Bag Tags Issued Annually as per Assessment Roll provided By MPAC
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Extra Bag Tags	\$3.00 per tag
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Request to Open Landfill	\$ 75.00
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Operator Costs (minimum of 3 hours) for opening landfill after regular hours	\$25.00 per hour
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**Commercial/Industrial By-Products or Construction/Renovation Material
(Osceola Waste Site only)**

Dumpster/Roll Off Bin	\$175.00
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Farm wagon, manure spreader	\$ 85.00
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Half-ton Truck	\$ 45.00
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Semi-Trailer	\$225.00
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Trailer towed by private automobile	\$ 45.00
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Single-Axle Truck	\$ 105.00
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Tandem Axle Dump Trailer (ball or pintle hitch)	\$ 85.00
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Tandem Truck	\$175.00
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Ton Truck	\$ 65.00
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Tri-Axle Truck	\$225.00
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Appliances & Furniture	\$10.00 Per Item
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Recycling Bins	as per actual cost
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Tri-axle Truck Load of Waste (Osceola Waste Site only)

Fuel Oil Spill	\$30.00 per tonne (minimum \$500.00 per load)
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Fire Clean Up	\$30.00 per tonne (minimum \$500.00 per load)
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Commercial or Business Waste

Renfrew County District School Board (2 schools) \$525.00 per month

Renfrew County Catholic School Board (1 school) \$125.00 per month

****None of the Waste Disposal Sites in the Township of Admaston/Bromley
accepts Hazardous Waste Material****

Schedule "C" may be amended from time to time subject to modifications to the Townships Schedule of Fees By-Law. Schedule "C" may be affected without requiring amendment to this By-Law.

**Schedule "D"
to By-Law 2015-**

MUNICIPAL HAZARDOUS AND SPECIAL WASTE

Nothing considered Municipal Hazardous or Special Waste is to be left or deposited at any Waste Disposal Sites.

Disposal of hazardous waste is available at:

RENFREW LANDFILL SITE located at 376 Bruce Street

This Service is available to Admaston/ Bromley Residents who present a Landfill Site Courtesy Card on selected dates from May to August.

Municipal Hazardous or Special Waste accepted at the Renfrew Landfill Site is identified as the following:

- **Paints: All types of paint including aerosol containers, stains, coatings, driveway sealers, roof coatings and non-pesticide marine coatings**
- **Solvents: Turpentine, disinfectants, household cleaners, bleach, oven and drain cleaners, furniture stripper, ammonia**
- **Fertilizers and pesticides: Herbicides, pesticides and insecticides, weed killer**
- **Aerosol can products**
- **Florescent tubes and compact florescent bulbs**
- **Pool Cleaners**
- **Pressurized cylinders: Propane, oxygen, helium, acetylene tanks and fire extinguisher**
- **Used oil, oil filters and break-fluid**
- **Gasoline**
- **Anti-Freeze**
- **Batteries: small home and automotive batteries**

Bring items in their original containers, if possible.

Schedule "D" may be amended from time to time subject to the Township's Agreement with the Town of Renfrew. Modifications to Schedule "D" may be affected without requiring amendment to this By-Law.

**Schedule "E" to
By-Law 2022-**

Bag Tag

Picture to be included

DRAFT

**Schedule "F" to
By-Law 2022-**

Penalties

**Set Fines – Short Form Wording
Part 1, Provincial Offences Act**

ITEM	Column 1 Short Form Wording	Column 2 Provision Creating or Defining Offense	Column 3 Set Fine
1.	Disposal of waste or recycling not generated in Township	3) c)	\$500
2.	No Bag Tag Affixed	3) d)	\$250
3.	Garbage shall be in clear bags that are 26" x 36" max size	3) e)	\$250
4.	Waste and Recycling must be separated	3) f)	\$250
5.	Discharge of a firearm	3) h)	\$500
6.	Scavenging – Waste Disposal Sites	3) i)	\$250
7.	Use of Waste Disposal Site when there is no Attendant on site	3) k)	\$500
8.	Waste and Recyclables must be deposited in designated areas	3) l)	\$250
9.	Unloading or disposing of the following: I. Raw Sewage, animal or human II. Explosive or combustible material III. Radioactive Waste IV. Bio Waste V. Drugs or chemical waste VI. Hay, straw, manure or any combustible organic material VII. Carcasses, or parts thereof VIII. Stumps or dead heads removed from watercourses. IX. Oil, waste oil, or gasoline soaked materials X. Motor vehicles, all-terrain vehicles and snowmobiles or parts XI. Any recyclable material that can be recycled.	3) m)	\$500
10.	Large, bulky, non-compactable items.	3) n)	\$250
11.	No Identification	3) q)	\$250
12.	Burning in Landfill	3) s)	\$500
13.	Depositing of Hazardous or Special Waste	3) t)	\$500

Note: The penalty provisions for the offenses indicated above is Section 3 of By-Law No. 2022- xx, a certified copy which has been filed.