

TOWNSHIP OF ADMASTON/BROMLEY

Waste Management Committee

AGENDA

Thursday, October 17th, 2024 - 6:00 pm

Council Chambers

1. Call meeting to order.
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. [Approval of Minutes – May 2, 2024](#)
5. [Waste Management Draft By-Law Report](#)
 - i. [Draft Waste Management By-Law](#)
 - ii. [Draft Fees & Charges - Waste Management](#)
 - iii. [Level of Service Survey - Dillon](#)
6. Question Period
7. Next Meeting
7. Adjournment

TOWNSHIP OF ADMASTON/BROMLEY

Waste Management Committee

Date: Thursday, May 2nd, 2024, 6:02 pm

Present were Committee members Michael Donohue, Angela Field, Keith Gourley and Brian Hamilton. Also present were CAO/Clerk, Jennifer Charkavi, Public Works Superintendent Steve Visinski, and Treasurer-Deputy CAO/Clerk Kelly Coughlin, as well as AV Technologist Nate Maclsaac.

Kevin LeGris arrive at 6:05 pm

1. Mayor Donohue called the meeting to order at 6:00 p.m.
2. Disclosure of Pecuniary Interest – None
3. Approval of Agenda

Resolution No. 2024-05-01

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Committee approve the agenda for the May 2nd, 2024, Waste Management Committee as presented this date.

“Carried”

4. Minutes – October 19, 2023

Resolution No. 2024-05-02

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Committee approve the minutes of Waste Management Committee meeting held October 19, 2024.

“Carried”

5. Blue Box Transition Report

Public Works Superintendent Visinski reviewed the report and provided a history to date.

The agreements will be coming shortly as they are now determining who will be contracted.

Resolution No. 2024-05-03

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that the Waste Management Committee receive the Blue Box Transition Report as information.

“Carried”

6. Contract – Osceola Cover Agreement Report

Ms. Coughlin reviewed the report. The costs for covering have not been updated and a request to increase the costs was received.

Resolution No. 2024-05-04

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that the Waste Management Committee approve and recommend to Council the changes to the contract for Brian Dedo with an updated By-Law and Agreement.

“Carried”

7. Osceola Landfill Expansion Update Report

CAO/Clerk Charkavi reviewed the report and noted that the land purchase required has been completed. However, the township is required to conduct another consultation process. The Ministry of the Environment, Conservation and Parks has stated that this is a requirement to obtaining the expansion.

Resolution No. 2024-05-05

Moved by Angela Field, seconded by Keith Gourley

BE IT RESOLVED THAT Admaston/Bromley Waste Management Committee receive the report – Osceola Landfill Expansion Update May 2, 2024, as information;

AND BE IT RESOLVED THAT Admaston/Bromley Waste Management Committee recommend that Council receive the Osceola Landfill Expansion Update May 2, 2024 Report as information;

AND BE IT FURTHER RESOLVED THAT Admaston/Bromley Waste Management Committee recommend to Council that staff and our Consultant Cambium make the Commitments committed in the report a priority to complete the Consultation Process in order to receive the Expansion (ECA) for the Osceola Landfill

“Carried”

8. Question Period

None.

9. Next Meeting.

At the call of the Chair.

10. Adjournment

Resolution No. 2024-05-006

Moved by Angela Field, seconded by Kevin LeGris

Be it resolved that the Thursday May 2nd, 2024 Township of Admaston/Bromley Waste Management Committee meeting be adjourned at 7:00 p.m.

“Carried”

Chair

CAO/Clerk

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: October 17, 2024
To: Waste Management Committee
From: Jennifer Charkavi / Steve Visinski
Re: Review of Draft Waste Management By-Law

Background:

The Township of Admaston/Bromley has been successful in obtaining an expansion of its landfill at the Osceola Landfill Expansion. It is estimated that the expansion will provide the township with 24 years of landfilling, with measures put in place, the landfill should be operating for more than 24 years.

The Osceola Waste Disposal Site has been operational since 1960 and operated under an Environmental Compliance Approval (ECA) and encompasses a total area of 37 hectares (ha), of which 1.74 ha is approved for landfilling.

The Township has been working on an expansion of the Osceola Landfill since 2009. In 2018, the Osceola waste site had filled and a short term expansion was requested. This included an expansion from 79,000 m³ to 82,500 m³ which brought the landfilling area to 1.72 ha. In 2019 another interim expansion was requested, the request would be for 97,500 m³ which would allow for approximately five years of operation, and this would allow for the necessary hydrogeological investigations to take place. This was approved which brought the total site capacity of 1.74 ha landfilling area. Cambium was retained in January 2021 to complete a new expansion application. Cambium provided the Township with 2 options and the Township chose to apply to expand to the southwest that required the purchase of ground water or the property for the expansion.

During this time, Cambium and Jp2g worked to recontour the Osceola Landfill site to ensure that another extension was not required. The application for the expansion was submitted August 2023. The land for the contamination attenuation zone was purchased in April 2024 and the application was approved May 2024 with conditions. All of those conditions have now been met and landfilling in the expansion area can begin. The Osceola Waste Site now has a maximum capacity of 178,740 m³ within a maximum 2.66 ha landfill footprint.

It is interesting that the landfill has taken 64 years to fill to the maximum capacity of 97,500 m³ and bringing it up to 178,740 m³ which is an additional 80,240 m³ is only anticipated to last 24 years.

Waste continues to be an issue for the whole world, and our world here in Admaston/Bromley primarily. Staff are being told by industry experts that our municipality will not be awarded any more expansions at this site and that future waste sites in Ontario are very difficult to be approved. The options will be very expensive for waste management in the future.

Discussion:

Measures must be put in place to assist in the administration of the waste management by-law to ensure that efforts are being made in our township to reduce waste and increase recycling. The City of Ottawa is putting measures into place now as they have been advised that their landfill is filling up fast. The City's Trail Waste Facility Landfill is expected to reach capacity in 13 to 15 years. They are making decisions now to ensure that their landfill will last longer.

Currently the Township of Admaston/Bromley has no limit and no bag fees on the amount of garbage a resident can deposit at the waste sites. Only the Township of Greater Madawaska has a similar set up in the County of Renfrew, all other municipalities have either a bag limit and a cost for additional bags or the residents must purchase bags/tags for the landfill.

Municipality	# of bags/pickup/week	Costs
Arnprior	2 free	Additional \$3
BV	0 free	Each bag \$2
BLR	0 free	Each Clear bag \$2
Deep R.	2 free	Additional \$2.50
GM	free	unlimited
HCM	unlimited	Each bag \$2
Horton	2 free	Additional \$2.50
KHR	0 free	Each bag \$2
Lau Hills	2 free	Additional \$2
LV	3 free every 2 weeks	Additional to Landfill, minimum \$20
MW	unlimited	Each Bag \$2
MB	2 free	Additional \$2
NAW	unlimited	Each bag \$3
Pembroke	4 free every 2 weeks	Additional to Landfill, minimum \$20
Petawawa	4 free every 2 weeks	Additional to Landfill, minimum \$20
Renfrew	2 free	Additional \$3
WWR	2 free	Additional \$5
Ottawa	3 free	Additional \$17.60 for 4 yellow bags (\$4.40)

Most municipalities have a size and weight limit on the size of bag, this is due to curbside collection and the amount that personnel can lift, however this measure does limit the amount of garbage being collected and deposited into a landfill. Most communities that have curbside do require waste being weighed before being deposited into their landfill, and there is a minimum charge. Ottawa Valley Waste Recovery Site is \$25, McNab/Braeside is \$15, and Whitewater is \$21. This information is to demonstrate that most residents in most municipalities pay for depositing waste.

The municipality can decide to offer bag tags (stickers) for free, a certain amount and then charge after.

In 2022 Bag Tags were quoted at 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.) However, the use of specialized bags was an issue for many residents. Neighbouring municipalities use clear bags to ensure users are not disposing of recycling.

Charging \$3 - \$5 per bag tag after they have used up their free ones, allows for some revenue generation. In addition, the charge is to encourage waste reduction and more recycling, which is important for the future of the landfill.

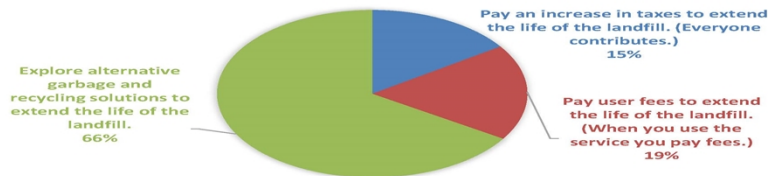
All municipalities have no charge for recycling. We need to encourage more recycling. The most ideal way to encourage recycling is to charge for depositing too much garbage. Committee will need to decide if they are providing a certain number of bags for free and then after that each bag has a cost.

Staff are recommending increases to the fees and charges for the waste disposal sites. Proposed is attached.

Other measures that can be looked into such as a food cyclers program, similar to the system set up in the Town of Renfrew. The food cyclers turn food scraps into compost for gardens. There is a cost as the town purchased the food cyclers and gave some away and sold the rest at a reduced cost to residents. This program aimed to divert food waste from the landfill and to encourage composting. The units cost an about \$500 but through the program they were able to purchase for \$300 and offered some for free to participating in the pilot program. According to the presentation made to the Towns of Renfrew, 25 to 50 per cent of household waste is organic material. There have been concerns with composting initiatives in the past due to the amount of predators in a rural municipality, a food cyclers program helps to mitigate this concern and divert waste and create compost for personal gardens. The Township may not be able to purchase units to hand out for free, but could enter into an agreement to see units sold at a reduced cost.

Other measures include a Cloth Diaper Program which encourages the use of cloth diapers. There is an application and required documents that must be submitted, some municipalities have other programs such as additional free bags/tags for diapers. Two municipalities that were polled both budgeted \$2000 for this program with \$200 provided to families with receipts and proof, and it was a first come first serve program. It is important to note that most municipalities in the County of Renfrew do not have any diaper programs or any initiatives for young families.

Township of Admaston/Bromley
Q8. Garbage and Recycling. Thinking about garbage and recycling in the Township, which of the following options would you prefer? (Select one option.)



Our Consultant performed a community outreach when completing the Asset Management Plan, and noted that there was an understanding of the needs to increase costs for the landfill as demonstrated by the graph above. (*The full report is attached.*)

In addition, staff are recommending that Osceola Landfill be open to the public on the same days as the Stone Road Transfer Station, as the landfill should be open on the same day for items not collected, such as bulky items and large loads that should be weighed. Staff are then recommending that the Construction Bin from the Stone Road Transfer Station be closed, this would reduce the costs to transport the construction materials to Osceola.

Recommendation For Committee:

BE IT RESOLVED THAT the Waste Management Committee receive this report as information;

AND BE IT RESOLVED THAT the Waste Management Committee review the proposed Waste Management By-Law and provide staff with comments to be brought back to a future meeting for consideration and proposed adoption of January 1, 2025.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

202X-xx

Being a By-Law to regulate the disposing of waste and recyclables at the Waste Disposal Sites within the Township of Admaston/Bromley.

WHEREAS Sections 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: (put in alphabetical order)

In this by-law:

- a) "Bag Tag" shall mean a sticker that is affixed to a bag of garbage to allow it to be deposited into the landfill.
- b) "Commercial owner/occupant" shall mean a person(s) or corporation(s) owning or occupying property in the Township, and being assessed at the commercial rate for taxation purposes.
- c) "Council" shall mean the Council of the Corporation of the Township of Admaston/Bromley.
- d) "Contractor" shall mean any contractor hired by the Township.
- e) "Farm/Agricultural owner/occupant" shall mean a person(s) or corporation(s) owning or occupying property in the Township and being assessed at the farm rate for taxation purposes.
- f) "Household Waste" shall mean waste generated from a domestic location.
- g) "Industrial owner/occupant" shall mean a person(s) or corporation(s) owning or occupying property in the Township and being assessed at the industrial rate for taxation purposes.
- h) "Occupant" shall include and mean any occupant, owner, lessee of tenant of any residential dwelling within the Township.
- i) "Recyclables" are defined in Schedule "A" attached hereto and forming part of this by-law.
- j) "Street" shall mean any public highway, private road, lane, thoroughfare or way within the Township.
- k) "Township" shall mean the Corporation of the Township of Admaston/Bromley.
- l) "Waste" shall mean all materials remaining after recyclables, leaf & yard waste, Municipal Hazardous and Special Waste (MHSW) and bulky items are removed.
- m) "Waste Disposal Site(s)" shall mean any land, buildings or structures, owned or leased by the Township, at which waste and/or recyclables are deposited and/or processed and any machinery or equipment or operation required for the treatment, disposal or cover of waste and/or recyclables.

- n) "Waste Disposal Site Attendant(s)" shall mean the person(s) hired by the Township to work at the Waste Disposal Sites.

2) WASTE DISPOSAL SITES:

The following sites are designated areas determined to be Waste Disposal Sites, and no other lands in the township shall be used for this purpose. The hours of the Waste Disposal Sites are set out in Schedule "B" of this By-Law, and are amended from time to time.

LOCATIONS: Stone Road Site - Transfer Station
735 Stone Road

Douglas Site - Transfer Station
311 Fourth Chute Road

Osceola Site - Landfill
11 Pit Road

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

- a) The Council for the Corporation of the Township of Admaston/Bromley shall be responsible for the operation and use of the Waste Disposal Sites, and may contract from time to time, for the removal and disposal of garbage or other refuse and recyclables from the Waste Disposal Sites.
- b) No person(s) shall dispose of garbage at any of the Waste Disposal Sites unless such garbage or recyclables were generated within the Township of Admaston/Bromley.
- c) All garbage being disposed of at any of the Waste Disposal Sites must be separated in accordance with the rules and regulations established by council, and instructions of the Waste Disposal Site Attendant, or their designate.
- d) The Waste Disposal Site Attendant shall supervise the disposal of waste and recyclables at the Waste Disposal Site(s) and shall document and conduct record keeping duties as assigned by council from time to time and by the Ministry of the Environment, Conservation and Parks.
- e) No person or persons shall discharge any firearms on any part of the Waste Disposal Sites, unless authorized by council to do so.
- f) Access to the 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 Site in the township except in accordance with the provisions of this by-law.
- g) Salvaging may be permitted at the Second Chance Building only.
- h) Scavenging shall not be permitted.
- i) No person shall spill, scatter, deposit, throw, lay or cause to be thrown, lain, deposited, scattered or spilled, garbage on any street or public property.

- j) All paper shall be wrapped or tied to prevent scattering before being deposited in the waste disposal sites or the designated areas for recyclables.
- k) All garbage shall be placed in bags, maximum size 77 L and maximum weight 50 lbs and must have affixed to them a Bag Tag issued or purchased from the Township. Items not contained in an approved bag or have affixed to them an approved bag tag shall not be disposed in a waste disposal site
- l) Recyclables must be deposited only at designated areas in the Waste Disposal Sites and are subject to the conditions as outlined in Schedule "A" hereto attached.
- m) The disposal of motor vehicles or motor vehicle parts shall not be permitted in the townships' Waste Disposal Sites.
- n) Large bulky, non-compactable items such as furniture may be disposed of in the Osceola Landfill, at a designated area. Furniture and appliances may be deposited in the "Second Chance" facility at the Osceola Landfill Site. Fees for large bulky items are set out in the Fees & Charges By-law, amended from time to time.
- o) Charges for Waste Disposal (Tipping fees) are set out in Fees & Charges By-Law, amended from time to time.
- p) Burning of solid waste shall not be allowed at the Waste Disposal Site. Segregated brush and other clean wood products and clean wood by-products shall be disposed of in a separate part of the disposal site under supervision and in accordance with applicable Ministry of Environment and Conservation and Parks regulations and guidelines as per the ECA.
- q) The Waste Disposal Sites shall be operated within the regulations and guidelines of the Ministry of the Environment, Conservation and Parks, as per the ECA.
- r) Municipal Hazardous or Special Waste, as defined by the Ministry of Environment from time to time and listed in Schedule "C" hereto attached and forming part of this by-law, shall not be deposited at any Waste Disposal Site at any time. The Township has an agreement with the Town of Renfrew for the accepting of hazardous or special waste. Information on the depositing of hazardous or special waste by the Towns of Renfrew can be found on their municipal website.

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) Recyclables are accepted at the Township's designated Waste Disposal Sites.

5) PRIVATE CONTRACTORS:

- a) Persons collecting waste from property owners within the Township of Admaston/Bromley, and depositing such waste in the Waste Disposal Sites, shall have an appropriate Certificate of Approval or such certificates as may be required by the Province of Ontario, or agency thereof, for the hauling of waste materials. Persons collecting waste from property owners within the Township of Admaston/Bromley shall, upon request, show proof of conformance, failing which will result in collected materials not being permitted to be deposited in the townships Waste Disposal Sites. Tipping Fees are set out in the Fees and Charges By-law, amended from time to time.
- b) Bags of waste collected by persons as described in a), shall be placed in bags and have a bag tag affixed to them as per Section 3. j).

6) 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.

7) 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.

- 8) All other by-laws, resolutions, motions or actions of council that are inconsistent with this by-law are hereby repealed.

Read a first and second time this **dd** day of **mmm** yyyy.

Read a third time and finally passed this **dd** day of **mmm** yyyy

Mayor

CAO/Clerk

SCHEDULE "A"
To By-Law 202X-xx

Recycling List

CURRENT RECYCLING LIST

Items

INSTRUCTIONS

Drink and food cans, aluminum plates, foil
Aerosol cans
Paint Cans

-Rinsed, cleaned, flatten if you prefer
(Empty/Insecticides/Herbicides)
(No Plastic, empty, lids removed and
placed in blue box)

#1, #2 Plastic Bottles
2, 3, 5, 7 & Jugs
Liquids

-Food & beverage bottles ONLY
-Food & Beverage household

Windshield washer

**-NO OIL CONTAINERS (including
containers from household
oil, etc.)**

cooking oil, baby

Plastic tubs/lids #2, 5

-Clean

Newspaper, flyers, magazines, junk mail
Catalogues, writing paper, telephone directories
Boxboard, Egg Cartons (Cardboard)
a larger box
Cardboard
Brown paper bags, dog/cat kraft food bags

-Tied or Bagged Together
-Small amounts
-Flattened, tied or placed inside

-Flattened, tied together 24"x24"
(No chemical bags)

Clear/Coloured glass (food & beverage bottles only)

-No drinking glasses, ceramic
cups, window panes
Dinner plates/cups, mirrors, car lights,
light bulbs

Office mixed paper

-In clear plastic bags - everything used
in office (No carbon and/or
construction paper)

Cartons (including milk and juice cartons)
Tetra Packs (including drinking boxes)

-Rinsed
-Rinsed

Items Not Accepted: Textiles(clothing), carbon paper, pocket novels, glass bottles or other
containers that are returnable to LCBO depots for refund.

This list is dependent upon recyclables accepted for processing and is amended from time to
time.

Mayor

CAO/Clerk

Schedule "B"
to By-Law 202X-xx

WASTE SITE HOURS

Summer Hours (May 1 – September 30)

Osceola Landfill	Wednesday	12:00 PM to 8:00 PM
	Saturday	9:00 AM to 5:00 PM
	Sunday	12:00 PM to 8:00 PM

Douglas Transfer Station	Wednesday	5:00 PM to 8:00 PM
	Saturday	9:00 AM to 5:00 PM

Stone Road Transfer Station	Wednesday	12:00 PM to 8:00 PM
	Saturday	9:00 AM to 5:00 PM
	Sunday	12:00 PM to 8:00 PM

Winter Hours (October 1 – April 30)

Osceola Landfill	Wednesday	9:00 AM to 5:00 PM
	Saturday	9:00 AM to 5:00 PM
	Sunday	9:00 AM to 5:00 PM

Douglas Transfer Station	Saturday	9:00 AM to 5:00 PM
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Stone Road Transfer Station	Wednesday	9:00 AM to 5:00 PM
	Saturday	9:00 AM to 5:00 PM
	Sunday	9:00 AM to 5:00 PM

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 noted above. Please check the municipal website for updated information.

Mayor

CAO/Clerk

Schedule "C"
to By-Law 202X-xx

MUNICIPAL HAZARDOUS AND SPECIAL WASTE

Nothing considered to be municipal hazardous or special waste is allowed to be left or deposited at any of the municipal waste disposal sites located in the Township of Admaston/Bromley. Municipal Hazardous or Special Waste is identified as, but is not limited to, the following:

Motor Oil	Herbicides
Insecticides	Paint
Acids (muratic, etc.)	Caustics (lye)
Glues	Gasoline
Drain and Oven Cleaners	Pool Chemicals
Bleach	Aerosol Cans that have not been completely emptied
Solvents (nails polish remover, paint thinners)	Pesticides
Pharmaceuticals	Batteries
Antifreeze	Ammonia
Cleaning Fluids	

Metal gas containers, propane tanks and all other fuel tanks/containers are considered hazardous and will not be accepted at any of the Waste Disposal Sites operated by the Township of Admaston/Bromley.

Mayor

CAO/Clerk

Schedule "D"
to By-Law 202X-xx

Set Fines – Short Form Wording

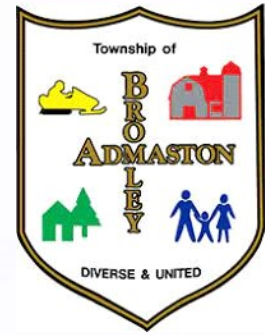
Part 1, Provincial Offenses Act

ITEM	Column 1 Short Form Wording	Column 2 Provision Creating or Defining Offense	Column 3 Set Fine
1.	Disposing of garbage not generated in the Township	3. b)	\$100.00
2.	Discharging of Firearms in Waste Disposal Site	3. e)	\$100.00
3.	Scavenging at Waste Disposal Site	3. h)	\$100.00
4.	Spill, scatter, deposit, throw, lay garbage on public property	3. i)	\$100.00
5.	Garbage/Waste bag without approved sticker	3. k)	\$100.00
6.	Recycling not deposited in designated areas	3. l)	\$100.00
7.	Disposal of motor vehicle or motor vehicle parts	3. m)	\$100.00
8.	Disposal of Municipal Hazardous Waste or Special Waste	3. r)	\$100.00

Note: The penalty provisions for the offenses indicated above is Section 3 of By-Law No. 202x-xx, a certified copy which has been filed.

PART 9 - TIPPING FEES AT LANDFILL SITES

Extra Bag Tags (<i>104 Stickers picked up annually at Township Office</i>)	2.50
Request to Open Landfill	50.00
Operator Costs (min of 3 hrs) per hour.	30.00
Metal - White Goods - Refrigerant Degassing Fee	20.00
Other Metal Appliances / Metal	No Charge (N/C)
Small Dumpster/Roll Off Bin - 6 to 10 Cubic Yard	250.00
Medium Dumpster/Roll Off Bin - 12 to 20 Cubic Yard	300.00
Large Dumpster/Roll Off Bin - Over 20 Cubic Yard	350.00
Truck - Half Tonne - Tonne	50.00
Semi-Trailer	300.00
Trailer towed by private automobile	50.00
Single-Axle Truck	250.00
Tandem Axle Dump Trailer (ball or pintle hitch)	100.00
Tandem Truck / Farm Wagon	300.00
Tri-Axle Truck	350.00
Appliances and Furniture (per item) - Small	5.00
Appliances and Furniture (per item) - Large	20.00
Tires and Tires on Rims	N/C
Tri-Axle Truck Load of Waste - Fuel Spill - Per Tonne	\$30/tonne-min.\$500
Tri-Axle Truck Load of Waste - Fire Clean-up - Per Tonne	\$30/tonne-min.\$500
RCDSB (1 High Schools & 1 Elementary School)	500.00 / Month
RCCDSB (1 Elementary Schools)	100.00 / Month



Township of Admaston/Bromley

Asset Management Levels of Service

Survey Summary

February – March 2022

Introduction

The Township of Admaston/Bromley is currently updating its Asset Management Plan (AMP). Asset management helps the Municipality make decisions about the service delivery of infrastructure and assets, such as roads, water, wastewater and buildings.

An important step in developing an AMP is gathering the community's feedback to ensure that the Plan reflects the desires, needs and values of the community. In order to gather community feedback, a survey was developed to help understand how to manage infrastructure assets that meet current and future needs of the community.

The services and public assets included in this survey were:

- Streets/Roads
- Stormwater/Drainage (ditches and culverts)
- Garbage/Recycling
- Snow Removal
- Recreation Facilities

The survey solicited feedback on the following:

- Overall satisfaction with municipal services
- Suggestions for service improvements
- Expectations for levels of municipal services
- Willingness to pay to maintain or increase services
- Service priorities for funding allocation

The survey was distributed through printed notices that were included in tax bills. It was available to be completed online from February 27 to March 21, 2022 or to submit the printed surveys to the Township office.

This summary provides an overview of what we heard and the themes that emerged from the data that was collected. The full survey results were shared with the Township and will be used to guide the development of the AMP and inform the priorities and direction of the Plan.

Survey results can be found in the **Appendix**.

Respondent Demographics

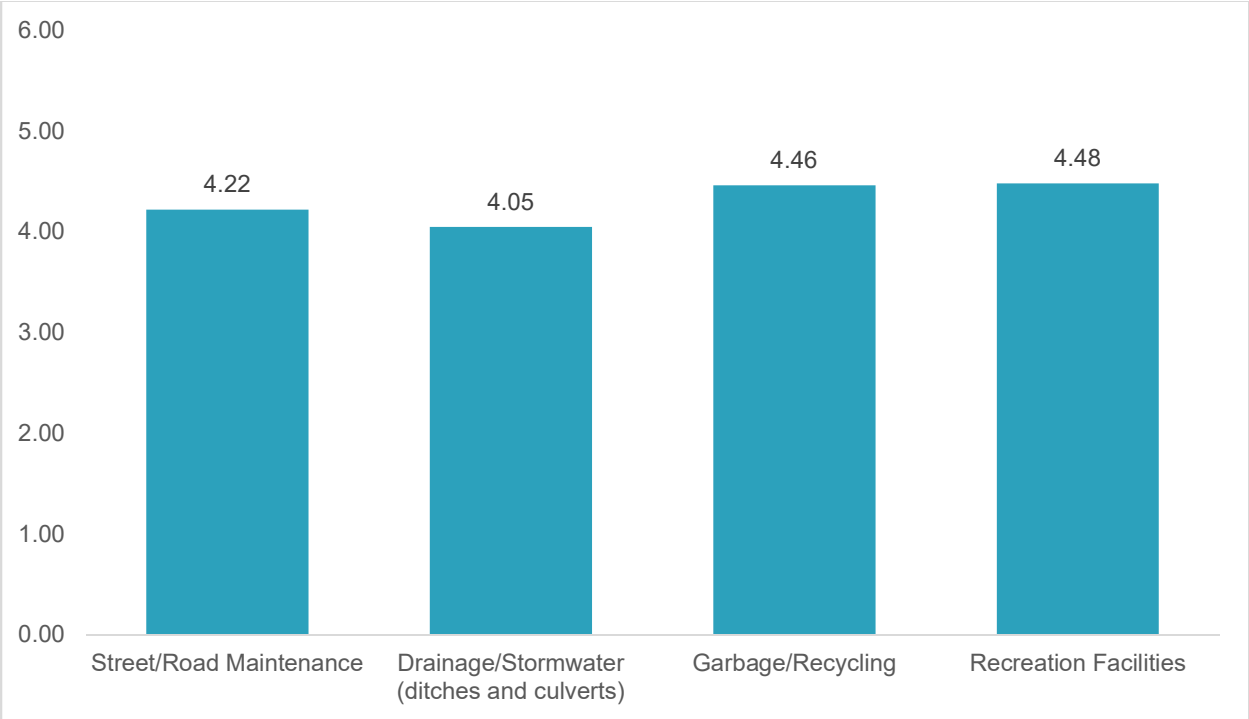
The survey was completed by 103 total respondents. Among these respondents, the large majority (83%) were full-time residents of the Township of Admaston/Bromley. Half (50%) of the respondents were over the age of 65 one third (34%) were between the age of 55-64, and 16% of the respondents were under the age of 54. More than half (60%) of survey respondents come from a 2-person household, while roughly one quarter (25%) live in a 1-person household or 3-person household.

Themes and Results

The following are the overall themes and findings that emerged from the survey results.

Theme #1: The community is generally satisfied with the programs and services provided by the Municipality, but street/road maintenance need improvement.

Throughout the survey, community members were asked to rate their level of satisfaction with the programs and services provided by the Municipality. The results revealed that overall, 72% of residents are satisfied or very satisfied with these services.



The service that residents are **most satisfied with are garbage/recycling and recreation facilities**, which were both rated an average of 4.5 out of 6.

The service that residents are **least satisfied with are drainage/stormwater** (ditches and culverts), which had an average rating of 4 out of 6.

When asked about what services are in the most in need of improvement, the results indicated that **the majority of residents feel that street/road maintenance need improvement.**

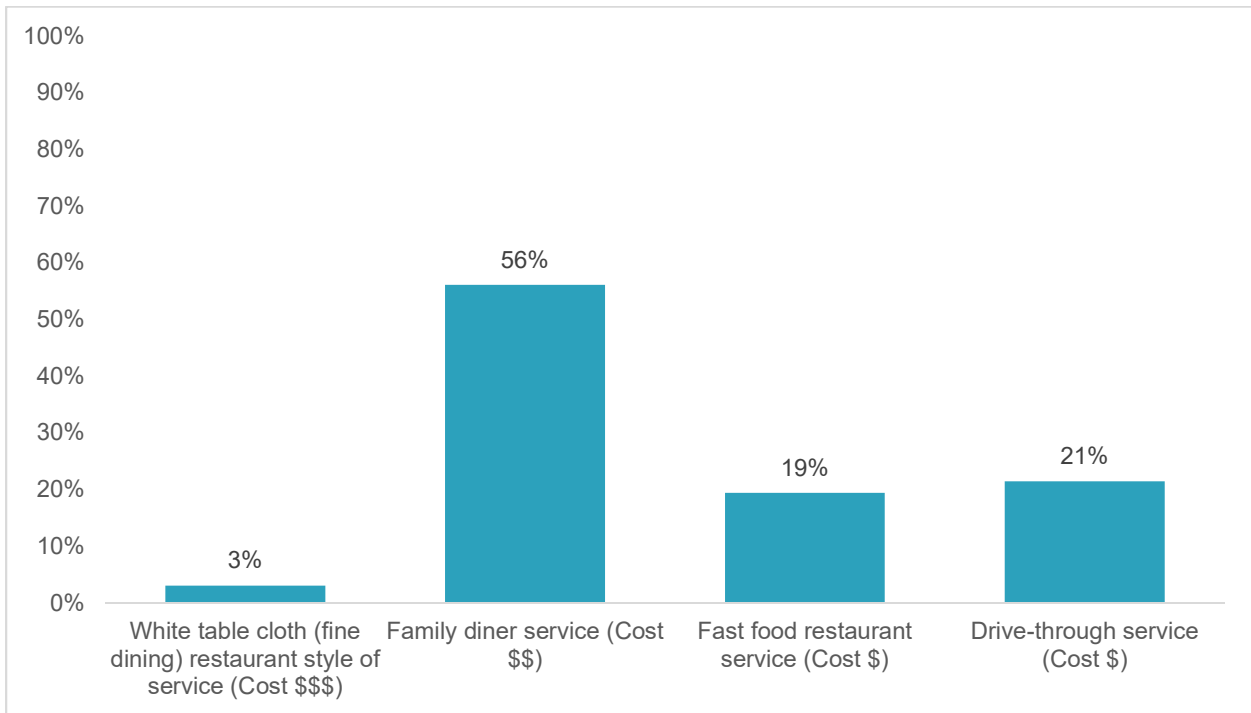
Residents ranked services on a scale of 1 to 5, where 1 is most in need of improvement and 5 is the least in need of improvement.

As the table below shows, the services that were identified as most in need improvement by the majority of respondents are: street/road maintenance followed by garbage/recycling collection.

Municipal Service	Needing Improvement Score
Street/Road Maintenance	4.6
Garbage/Recycling	4.0
Snow Removal	3.3
Drainage/Stormwater (ditches and culverts)	3.1
Recreation Facilities	2.4

Theme #2: The majority of respondents would like to receive services from the Municipality at a “family diner” level of service, with medium cost.

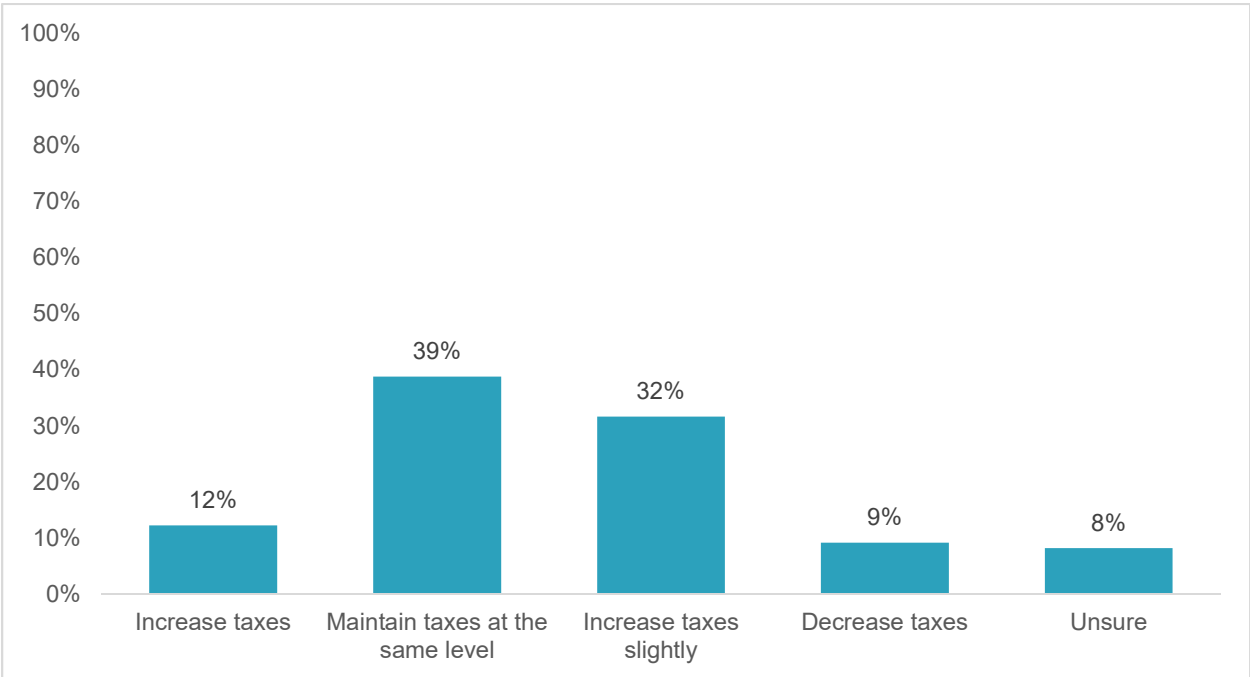
Respondents were asked to think about the delivery of municipal services like a restaurant, and were presented with four options to best describe how they would prefer to receive services.



Theme #3: Overall, majority of residents are willing to pay an increase or slight increase in taxes to maintain the current levels of services.

One of the main objectives of this survey was to understand the public’s support or willingness to make certain financial commitments in order to receive the level of services they are seeking from the Municipality.

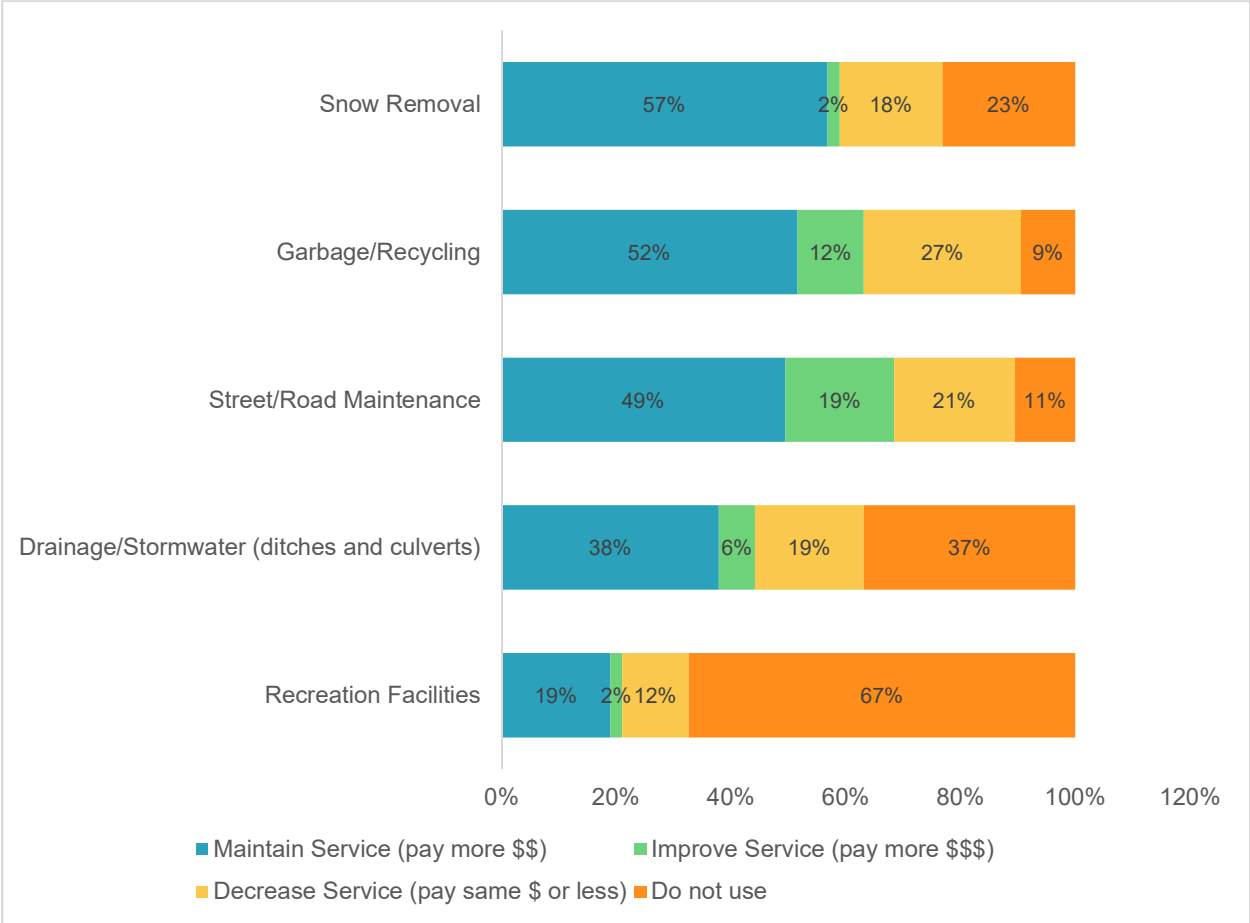
It was important for the public to be aware that in order to maintain the current level of services, it is expected that more funding through increased taxes would be required. Based on this, the respondents were asked what type of funding they would most like the Municipality to pursue. Nearly half (44%) of respondents indicated that they would be willing to pay an increase taxes or increase taxes slightly. While only 9% want to decrease taxes, and 39% want to maintain taxes at the same level.



It is also important to note that a large number of respondents (8%) were unsure. If these respondents are removed from the results, and the votes were only calculated amongst those who had a preference, 47% of this group (all those who were not unsure) are willing to pay an increase or slight increase in taxes to pay for programs and services.

Theme #3 is further supported by the results of Question 7 of the survey. To meet the funding requirements of the Municipality’s aging infrastructure, it is estimated that an increase in tax rate is required. When asked which option for tax rates respondents would be willing to pay, the majority (54%) of respondents indicated that they were willing to pay more to either maintain or increase service. While 37% of respondents would like no additional amount of taxes.

Respondents were also asked to indicate their preference for maintaining, increasing or decreasing the service levels of each of the Municipality’s service areas. The results show that the majority of residents would like to maintain the current service level or improve the service, understanding that it would cost more money (taxes) to do so. As the chart below shows, across all services listed, there is a desire to maintain these services because the option is the most prominent and commonly selected option among respondents. Services are organized by the highest “maintain service” of 57% to lowest at 19%.

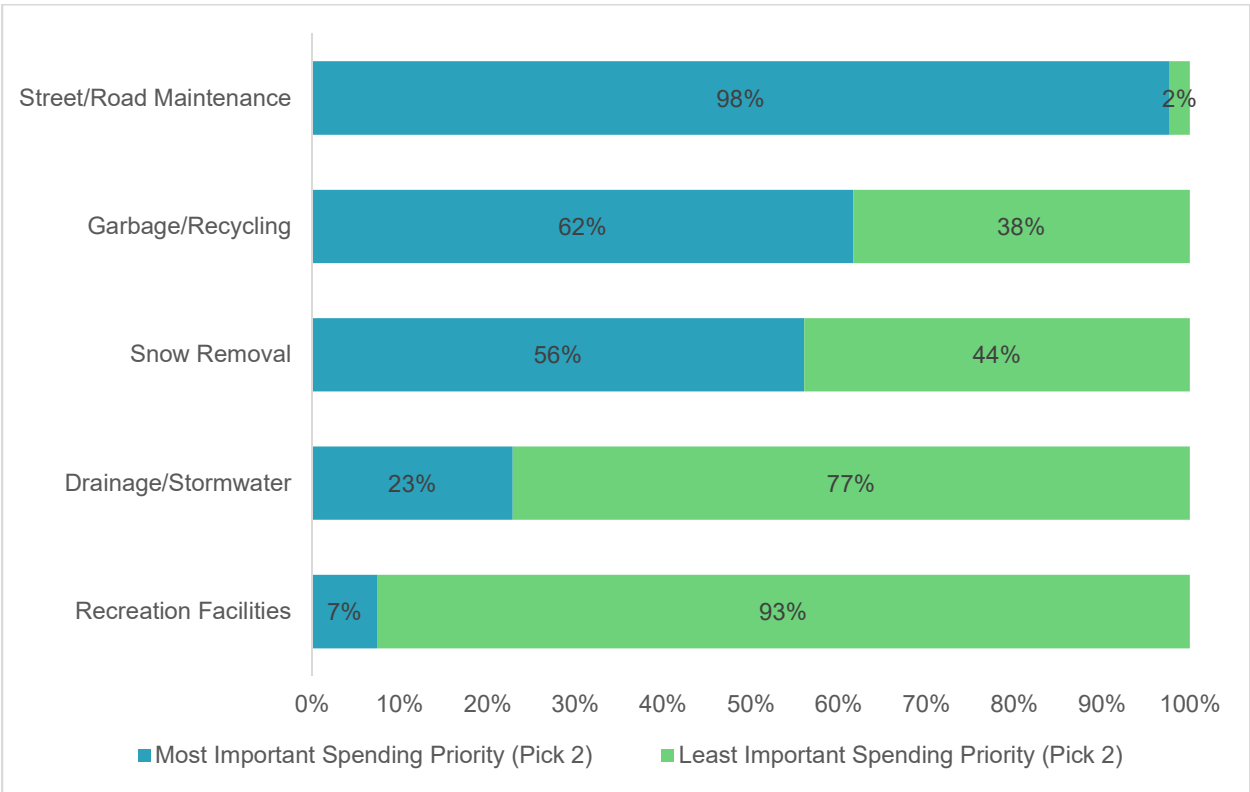


Theme #4: The services that should be prioritized are street and road maintenance, garbage and recycling, and snow removal.

Due to limited resources, there may be circumstances where the Municipality needs to make decisions on where to allocate funding. Respondents were asked to prioritize what services should receive funding by picking their top 2 (most important) and bottom 2 (least important) spending priorities.

The three services that received the most votes for being the Most Important were:

- 1. Street/Road Maintenance
- 2. Garbage/Recycling
- 3. Snow Removal



The bottom services which were identified as being the Least Important as a spending priority were Recreation Facilities and Drainage/Stormwater.

It is important to note that the results align with Question 4 of the survey. The results also show that recreation facilities and drainage/stormwater were ranked as services not in need of improvement.

Street/road maintenance is consistently the service residents would like to see improvement in.

Theme #5: Residents provided feedback on selected scenarios which provides guidance in future planning.

Residents were asked about garbage and recycling and most (66%) selected the option of exploring alternative garbage and recycling solutions to extend the life of the landfill, followed by pay user fees (i.e. when you use the service you pay fees) at 19% and pay an increase in taxes (i.e. everyone contributes) at 15%.

When asked about the road network and which option is preferred if there is insufficient funding to maintain all the paved roads in good condition, the scenarios were almost evenly split with the options as follows: pay an increase in tax to be able to maintain the paved roads (45%); change the paved road to gravel surface (32%); and continue to use poor condition road surface with potentially lower speed posted (23%).

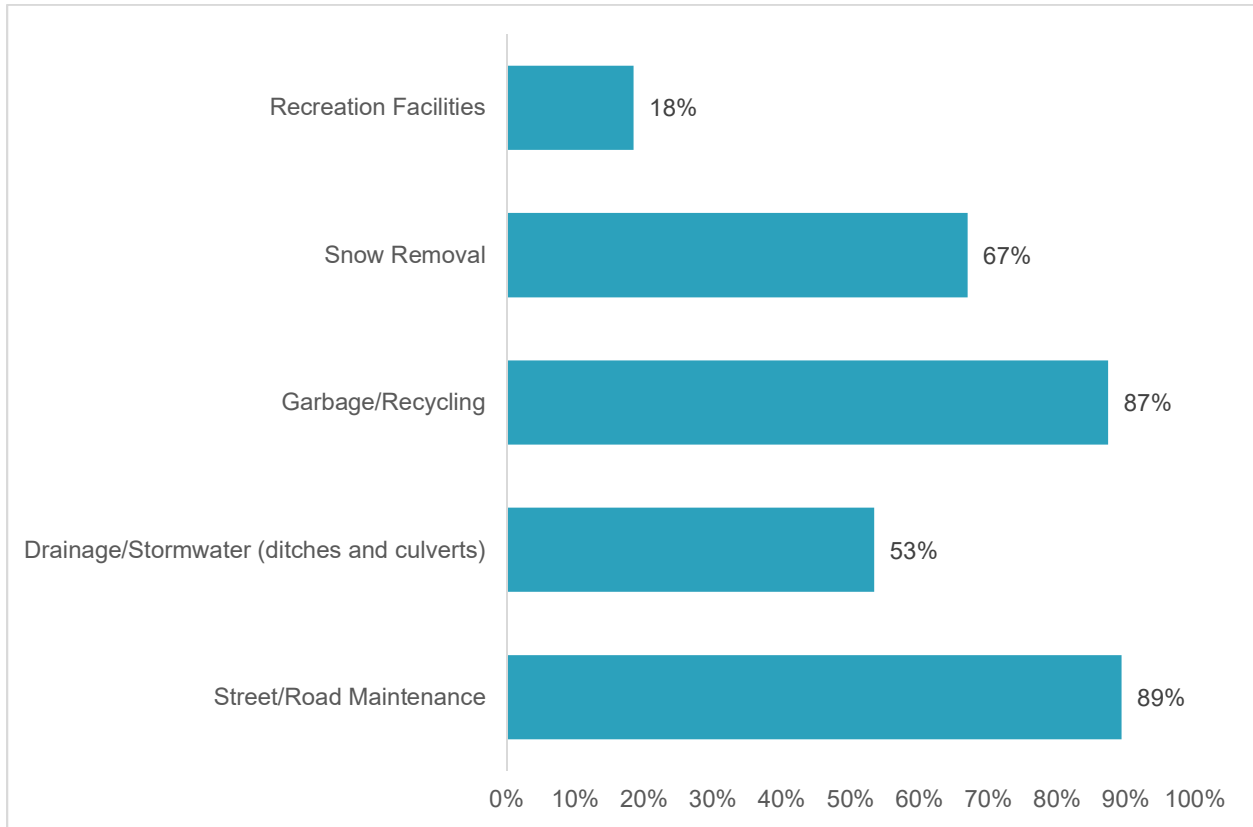
Township of Admaston/Bromley

Survey Results

APPENDIX

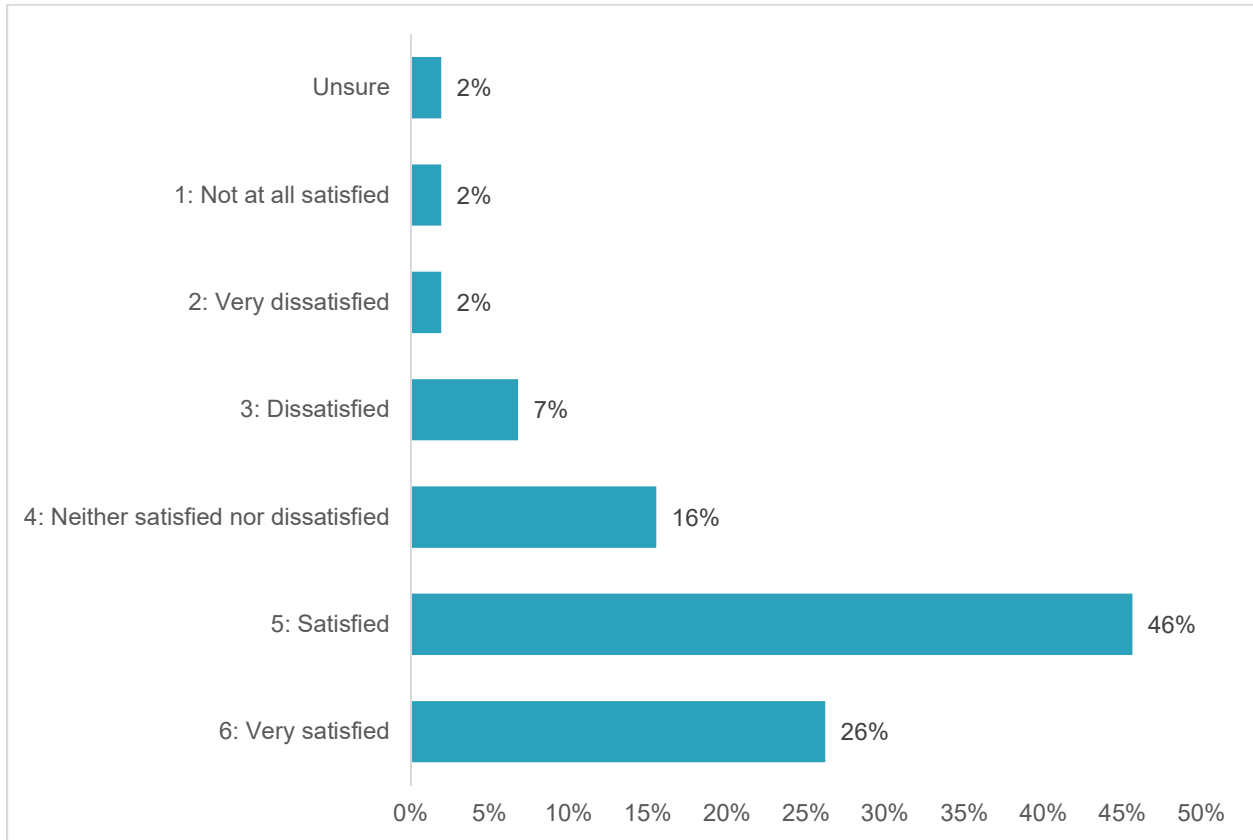
Township of Admaston/Bromley

Q1. What services do you use in the Township of Admaston/Bromley? Please select all that apply.



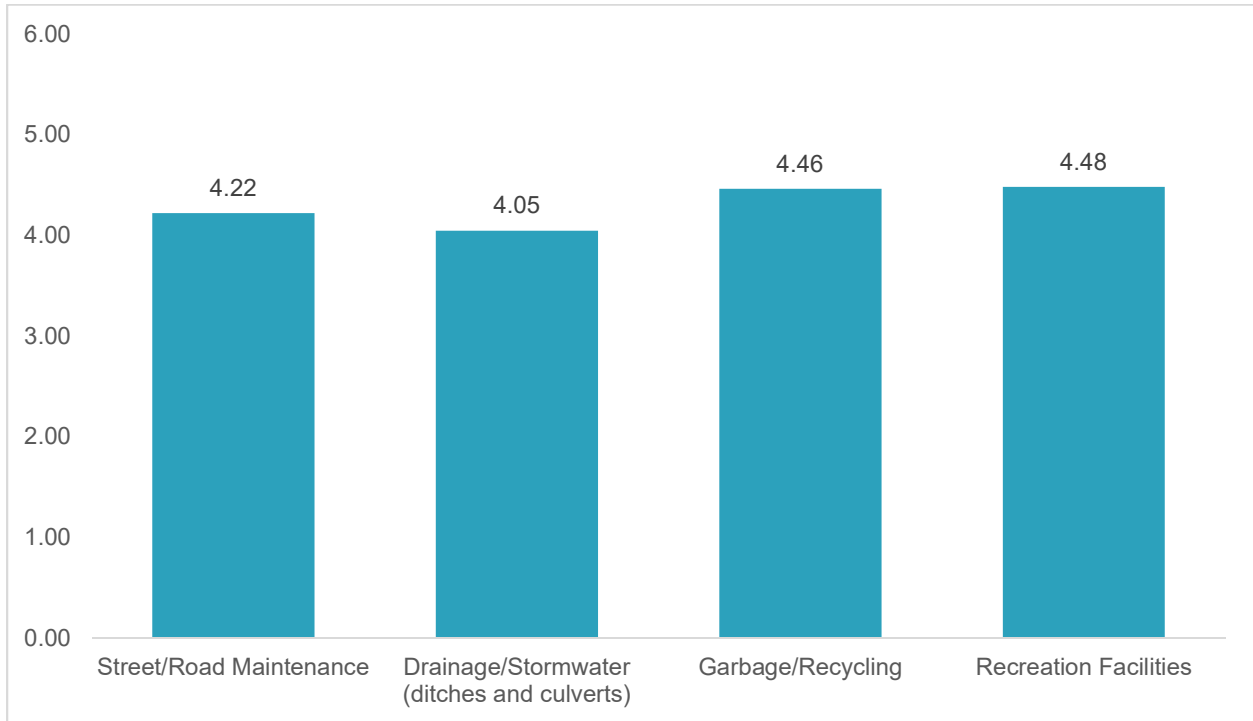
Township of Admaston/Bromley

Q2. Overall, how satisfied are you with the programs and services provided to you by the Township?



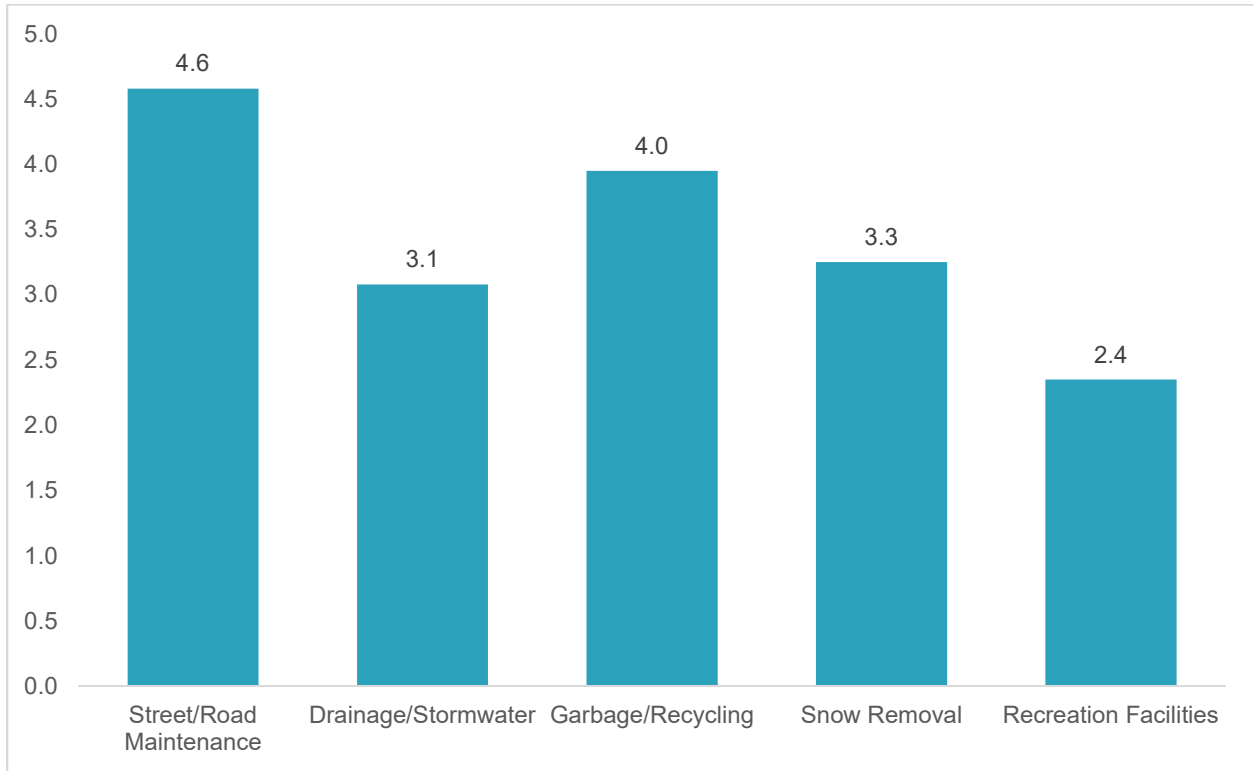
Township of Admaston/Bromley

Q3. How satisfied are you with each of the following services and facilities in the Township? Using the scale of 1 means you are very dissatisfied and 6 means you are very satisfied. If you do not use the service, please select “Do not use”.



Township of Admaston/Bromley

Q4. Which specific services, if any, would you say are the MOST in need of improvement at this time? If more than one service needs improvement, rank their order using 1, 2, or 3.



Township of Admaston/Bromley

Q4a. Provide comments for services that need improvement:

Street/Road Maintenance (21 responses) most common comments:

- Better maintenance and repair of roads for grading, cracks and potholes
- No complaints, seem to be done quickly and well
- 2021 upgrades need to be continued
- Maintain and increase paved roads

Drainage/Stormwater (ditches and culverts) (6 responses) most common comments:

- Ditches need to be cleaned and improved municipal drain maintenance
- Have not noticed flooding so seems to be well done
- Poor drainage and lack of culverts in areas

Garbage/Recycling (12 responses) most common comments:

- Suggestion for roadside pickup
- Clarify sorting requirements for recycling
- Better enforcement of disposal site and opening hours

Snow Removal (7 responses) most common comments:

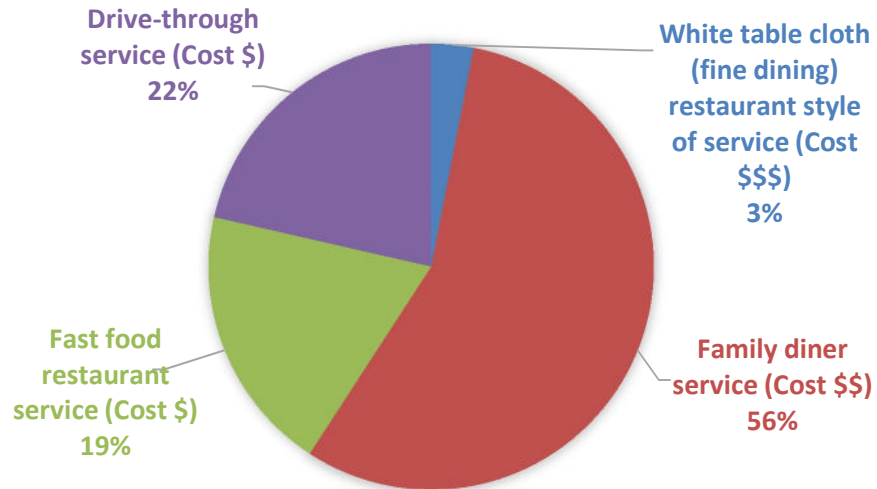
- Improve snow removal and sanding
- Remove high snow bank at intersections
- Not as diligent on plowing as in years past

Recreation Facilities (4 responses) most common comments:

- Increase opening hours and access of facilities like the library, outdoor rinks and community halls
- Need bike paths/recreational paths in nature

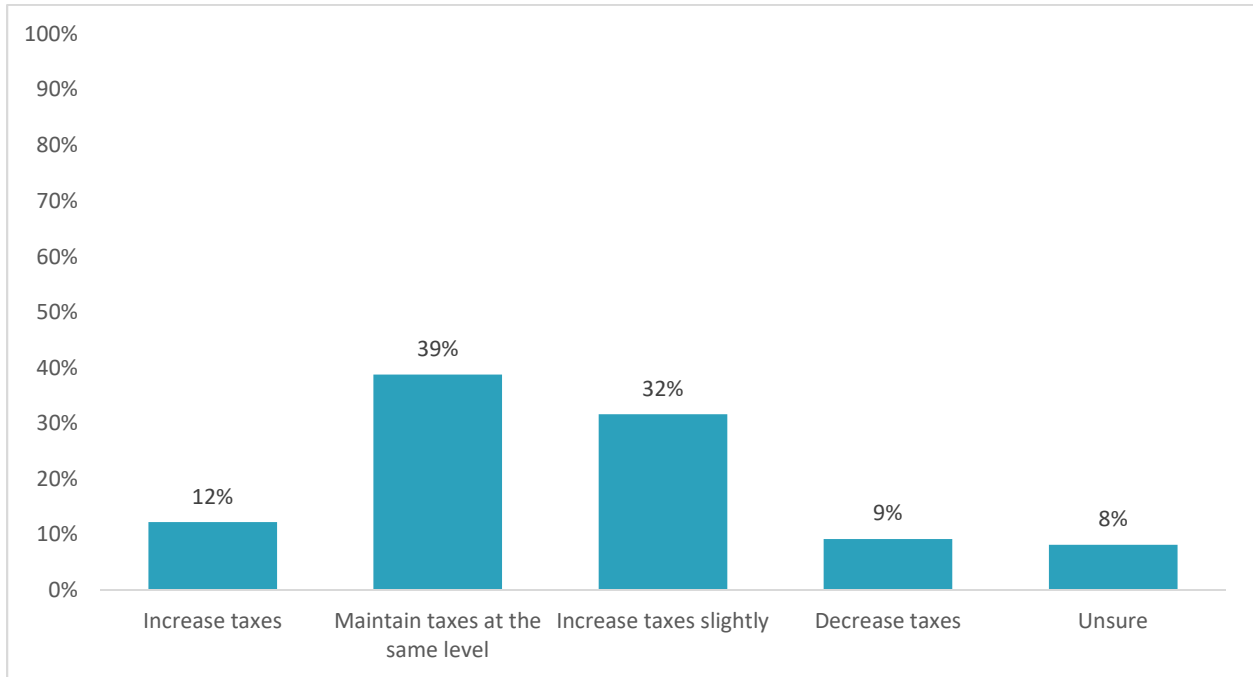
Township of Admaston/Bromley

Q5. Thinking about delivery of municipal services like a restaurant, which of the following best describes how you would prefer to receive services from the Township?
(Select one option.)



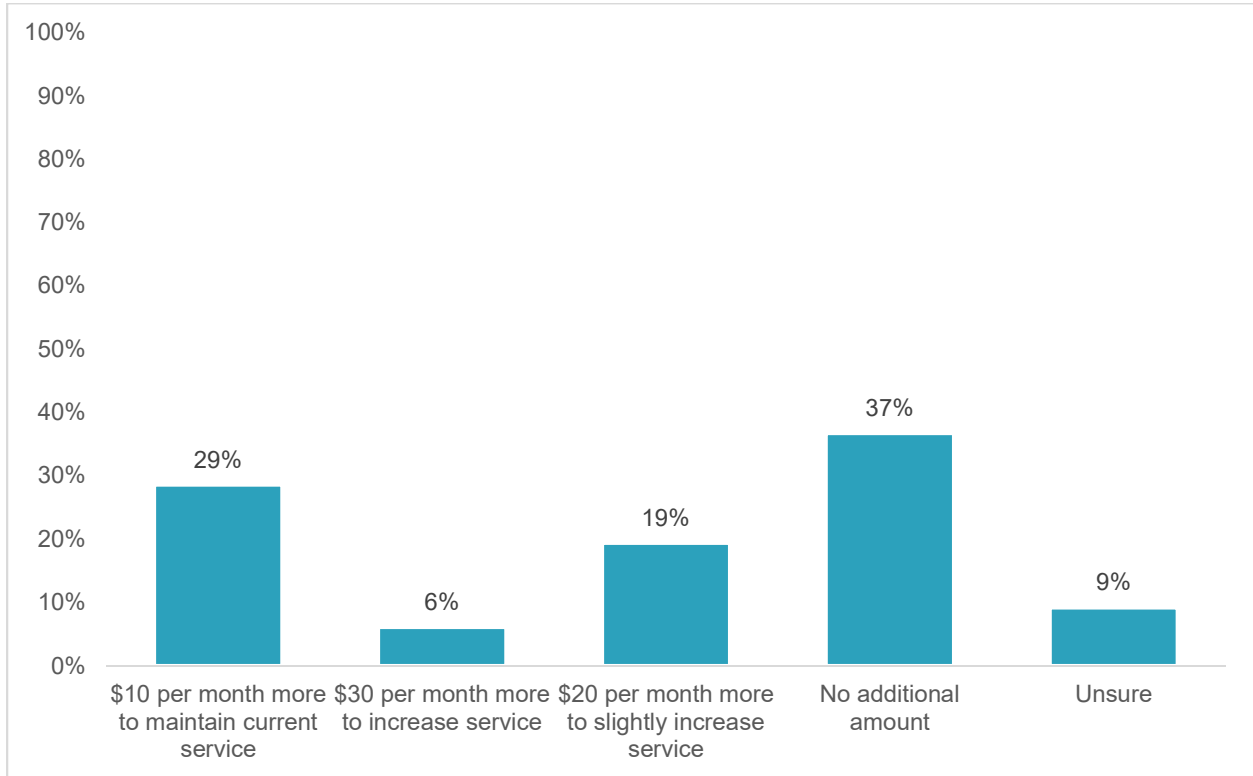
Township of Admaston/Bromley

Q6. The Township uses funding from taxes (and fees) to maintain infrastructure assets and services that it provides. It is expected that more funding will be needed through increased taxes (and fees) to maintain the current level of service. Which of the following options would you most like the Township to pursue to pay for services? (Select one option.)



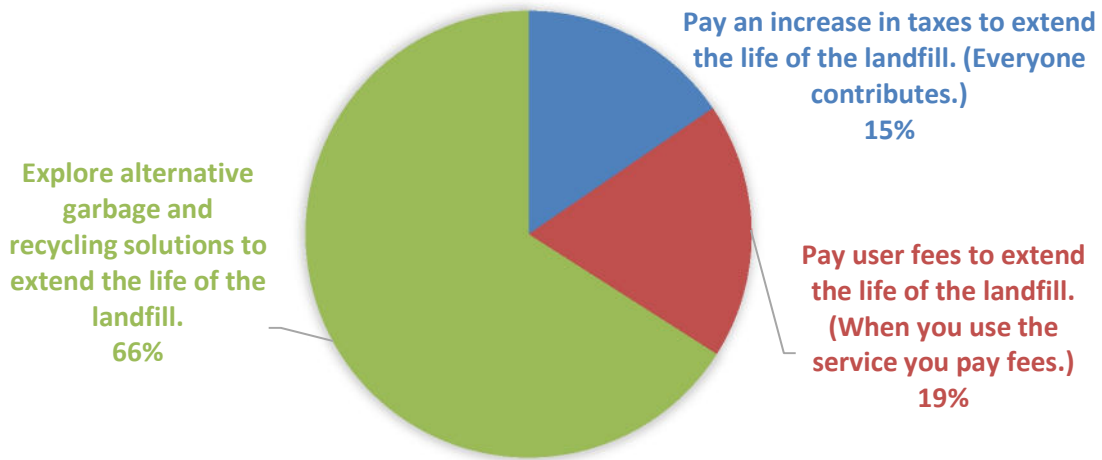
Township of Admaston/Bromley

Q7. One scenario under consideration in our Asset Management Plan is to fund our infrastructure on a lifecycle approach. To meet the funding requirements of our aging infrastructure, it is estimated that an increase in tax rate will be required. Which of the following options for tax rates would you be willing to pay? (Select one option.)



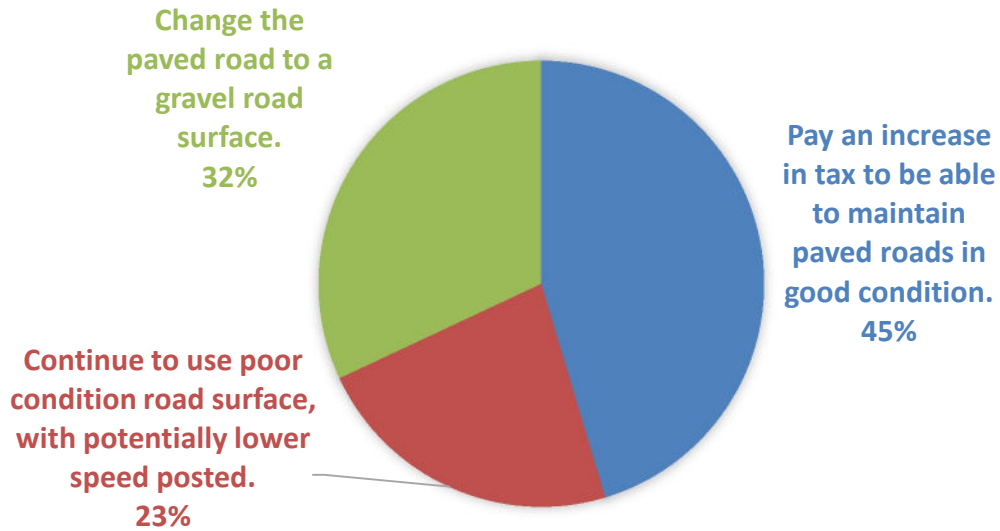
Township of Admaston/Bromley

Q8. Garbage and Recycling. Thinking about garbage and recycling in the Township, which of the following options would you prefer? (Select one option.)



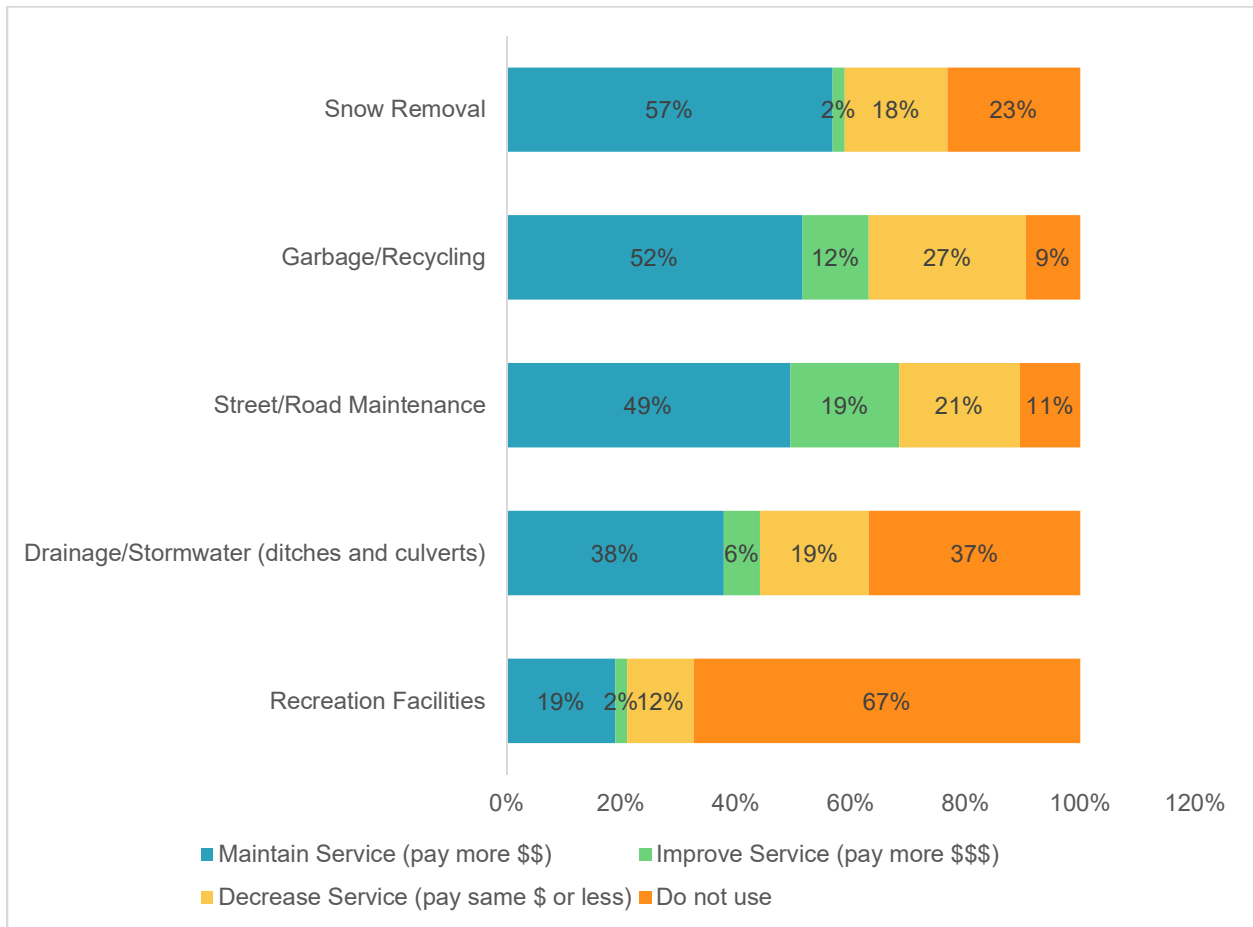
Township of Admaston/Bromley

Q9 Roads. The road network is deteriorating, and there is insufficient funding to maintain all the paved roads in good condition. Which of the following would you prefer? (Select one option.)



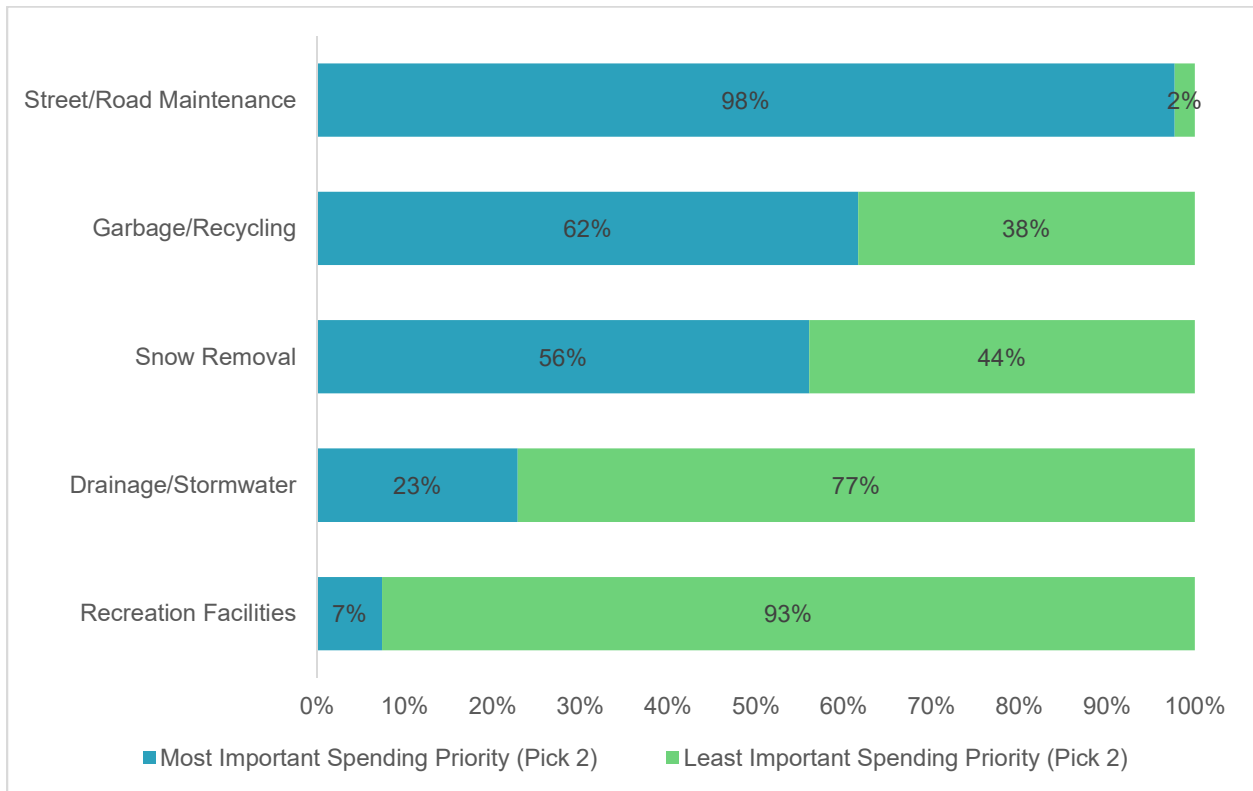
Township of Admaston/Bromley

Q10. Based on the possible funding and service level outcomes, please indicate your preference for maintaining, increasing or decreasing the service levels for each of the service areas.



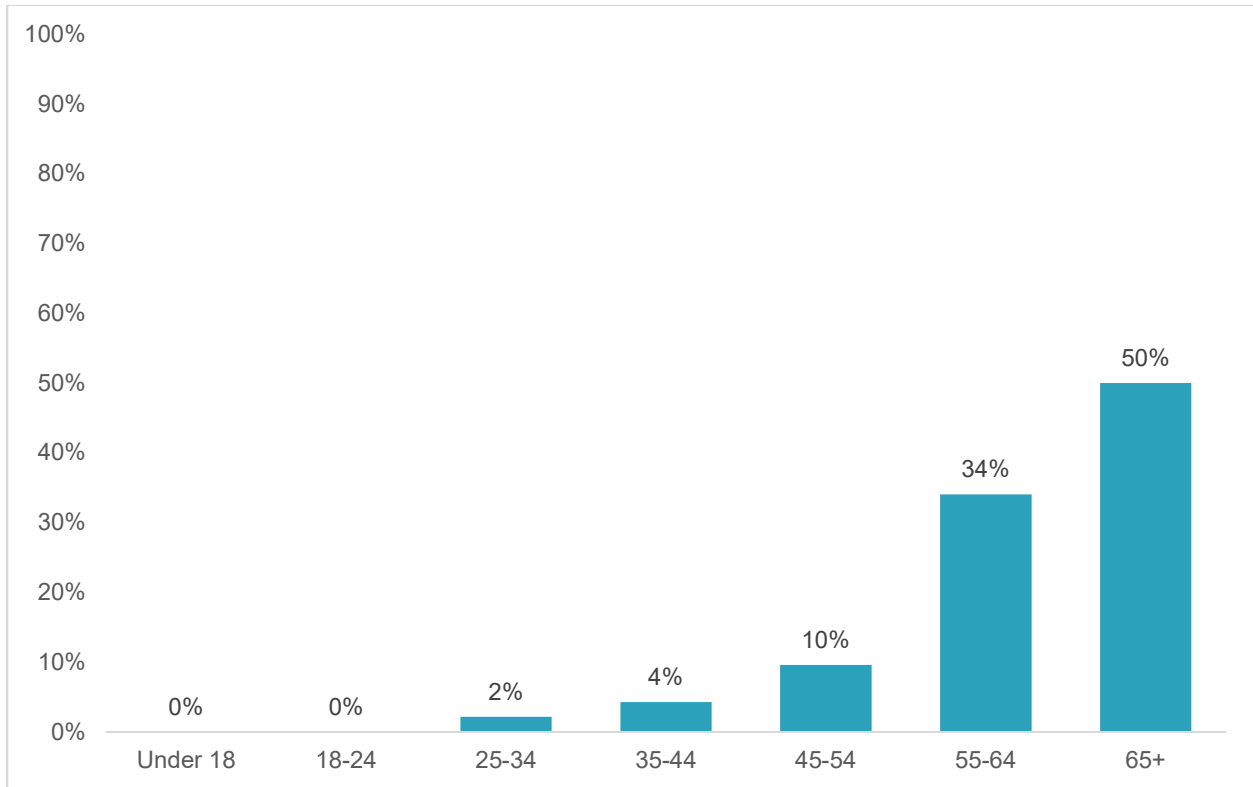
Township of Admaston/Bromley

Q11. There may be circumstances where the Township needs to make decisions on where to allocate funding with limited resources. Which services should be prioritized for funding? Pick the 2 most important and 2 least important services for spending priority.



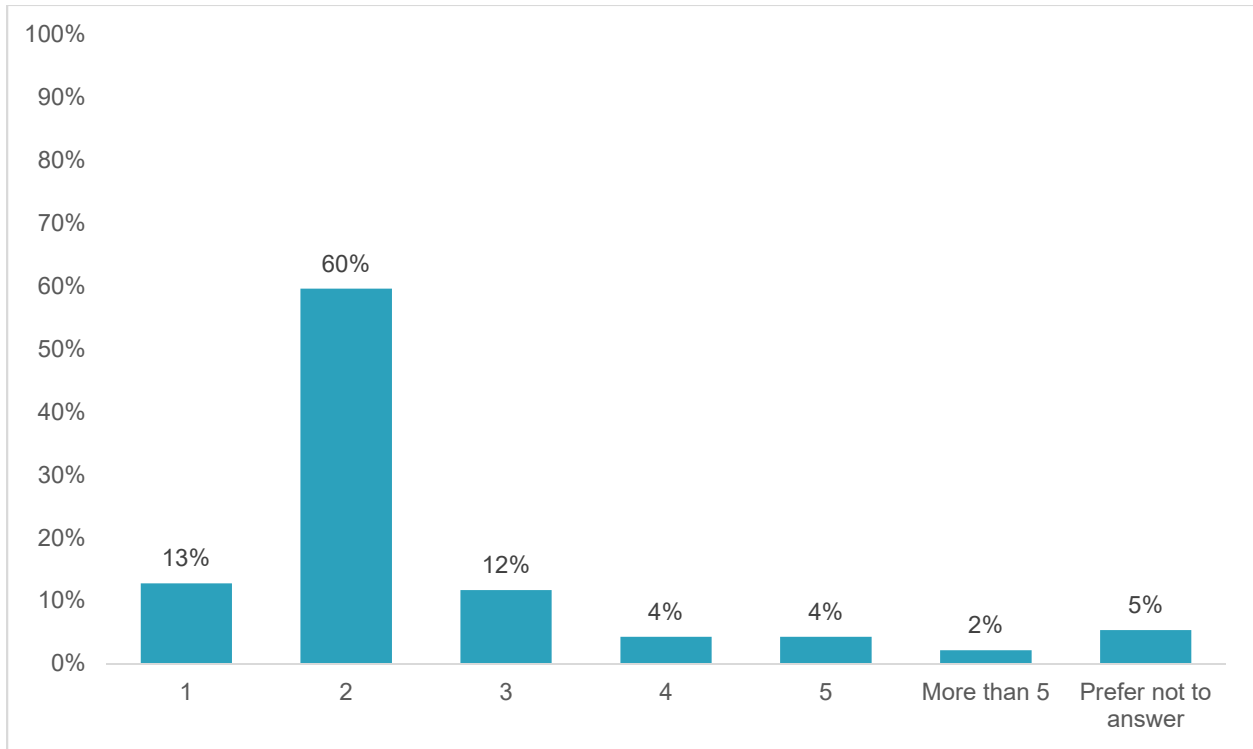
Township of Admaston/Bromley

Q12. Please indicate your age range:



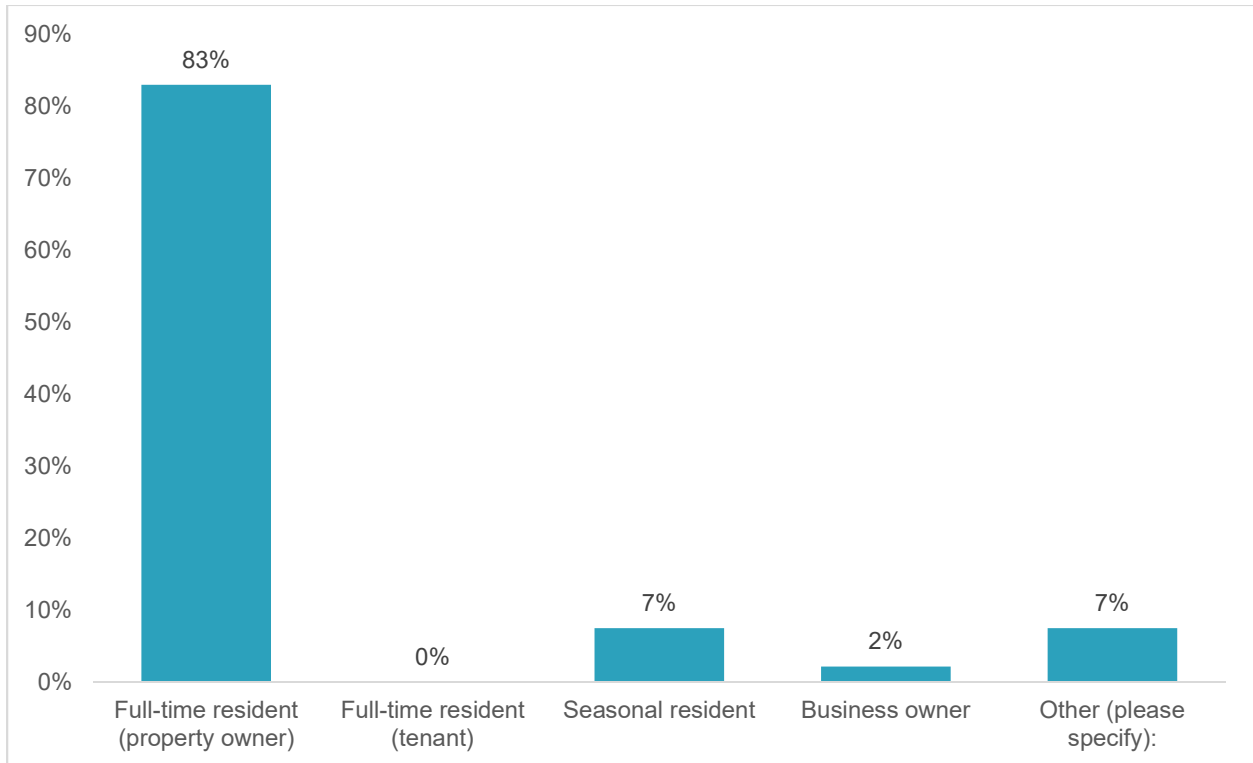
Township of Admaston/Bromley

Q13. How many residents are within your household?



Township of Admaston/Bromley

Q14. Please select your residence type:



The other comments included:

- Land owner
- Heritage property owner
- Farmer
- Seasonal business owner
- Full time resident and business owner

Township of Admaston/Bromley

Q15. Do you have any additional comments about level of service of infrastructure assets or the Asset Management Plan?

The most common comments included (31 responses):

- Promote an economic plan to attract and collaborate with new businesses
- Concern about high tax rates
- Increase the number and type of items that can be recycled
- Allow purchase of garbage tags and fees at disposal sites
- Provide education on waste management
- Improve maintenance and repair of roads and ditches
- Improve snow removal measures

