

The Corporation of the City of Kawartha Lakes

AGENDA

FENELON LANDFILL PUBLIC REVIEW COMMITTEE

#25

Thursday, January 26, 2017

9:00 A.M.

Fenelon Falls Community Centre

27 Veterans Way, Fenelon Falls, Ontario K0M 1N0

MEMBERS:

Councillor Stephen Strangway

Robert Coleman

Marlene Edwards

Mike Wilson

Robert Wright

Accessible formats and communication supports are available upon request.

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF AGENDA</u>	
3.	<u>DISCLOSURES OF PECUNIARY INTEREST</u>	
4.	<u>APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING</u>	4 - 8
5.	<u>LANDFILL COMPLAINTS</u>	
6.	<u>LEACHATE OUTBREAKS</u>	
7.	<u>FENELON LANDFILL REDESIGN</u>	
7.1	UEM Third-Party Review	
7.2	Tender and Construction for Redesign	
7.3	Landfill Tour	
8.	<u>OPERATING BUDGET PROJECTS</u>	
8.1	Fenelon Final Cover 2017	
8.2	Methane Monitoring System	
8.3	Fenelon Reuse Centre	9 - 12
9.	<u>WASTE STRATEGY PROGRAMS</u>	
9.1	Clear Bag Program	
9.2	Tipping Fee Changes	13 - 15
9.3	Backyard Composting and Digester Program	
9.4	Construction and Demolition Reuse	
10.	<u>OTHER ITEMS</u>	
10.1	Adopt-a-Road	
10.2	2017 Curbside Battery Collections	
11.	<u>PUBLIC COMMENT PERIOD</u>	

12. NEXT MEETING

13. ADJOURNMENT

The Corporation of the City of Kawartha Lakes

MINUTES

FENELON LANDFILL PUBLIC REVIEW COMMITTEE

#24

Thursday, November 24, 2016

9:00 A.M.

MEMBERS:

Councillor Stephen Strangway

Robert Coleman

Marlene Edwards

Mike Wilson

Robert Wright

Accessible formats and communication supports are available upon request.

1. **CALL TO ORDER**

The Chair called the meeting to order at 9:03 a.m.

2. **ADOPTION OF AGENDA**

Moved By R. Coleman

Seconded By R. Wright

RESOLVED that the Agenda be approved as written, with the addition of:

9.5 Adopt-a-Road

CARRIED

3. **DISCLOSURES OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest noted.

4. **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

Moved By M. Edwards
Seconded By R. Coleman

RESOLVED that the minutes of the previous meeting be approved as written.

CARRIED

5. LANDFILL COMPLAINTS

No complaints. Bob Coleman complimented staff on the continued cleanliness and smooth operation of the Site.

6. LEACHATE OUTBREAKS

No leachate outbreaks.

7. FENELON PRC WORK PLANS

Moved By R. Coleman
Seconded By M. Wilson

MOTION to receive 7.1 Fenelon 2016 Work Plan Summary.

CARRIED

Moved By R. Coleman
Seconded By M. Wilson

MOTION to endorse 7.2 Fenelon 2017 Work Plan.

CARRIED

7.1 Fenelon 2016 Work Plan Summary

Staff and PRC members reviewed the Fenelon 2016 Work Plan Summary. PRC members were satisfied with the summary. In the future, the Fenelon PRC would like to look at adding additional ADC steel plates to the Fenelon operations.

7.2 Fenelon 2017 Work Plan

The draft Fenelon 2017 Work Plan was reviewed by staff and PRC members. PRC members endorsed the 2017 Work Plan with the addition of the following items:

1. Arrange a Fenelon Landfill Tour following the completion of the site-redesign project to be completed in Fall 2017.

2. Investigate the possibility of a Fenelon Landfill Open House and guided tour of the site for PRC members, other Committees of Council and members of the public.

A discussion was also held and recommendations were made to staff to provide an information session about how to compost to residents. This would likely greatly increase the success of the backyard digester/composting program to be launched in 2017 as part of the waste strategy. Ideas about implementing a community compost program in the City were briefly discussed.

8. CAPITAL PROJECTS UPDATE

8.1 Fenelon Site Re-design

The Fenelon Site Re-design project will be completed in 2017. The City will be having a third-party review of the original design completed by Stantec in 2014 due to previous challenges with work completed by this consultant. Once specifications are confirmed in Winter 2017, the work will be released for tender and awarded in Spring 2017. Construction work is expected to be complete in late summer/early fall 2017. A site tour following the re-design will be coordinated by City staff.

8.2 Fenelon Pollinator Pilot Project

Four Brothers Construction will be completing the remaining portion of final cover on the Phase I area of the site as part of the multi-year 2016/2017 contract. As part of the 2017 work a pilot size plot located on the top of the Phase I area will be planted with the pollinator seed mix, developed by EAC, City staff, Golder and Fleming College. The mix has been approved by both Golder and MOECC. City staff, EAC and Fleming will be involved in monitoring the success of the seed and if successful, the City will look at implementing this at other landfill sites as part of progressive final cover work. City staff to coordinate with Susan Blayney (EAC) to review and refine the monitoring protocol prepared by Fleming students.

9. OTHER BUSINESS

9.1 Diversion Program Revenue

PRC members were given a copy of the City's 2014 Waste Management Report Card, which summarized revenue generated from the various diversion programs. This information does not capture funding received by the City from Waste Diversion Ontario (WDO), which is in the range of \$800,000/year. Bill 151

which was recently passed and acts to enforce producer responsibility will likely change the framework through which diversion programs are offered and funded in the future. As updates to the act and following legislation become available, staff will relay this information to the PRC.

Additionally, the City is investigating a mattress recycling program to be implemented in late 2017/early 2018. The mattress recycling program will save significant landfill capacity and reduce maintenance and repairs required to landfill equipment.

9.2 Clear Bag Program

The Clear Bag program was discussed. The City's enforcement plan beginning January 1st to March 31st will be presented in a tiered approach to encourage public participation and reduce confusion and discouragement among residents. The City is currently asking multi-res establishments to participate in the program however an enforcement plan has not been confirmed yet. The City will be working towards a multi-res specific enforcement plan in 2017 and 2018.

9.3 Methane Monitoring System

New issues have been identified with the methane monitoring system at Fenelon. Analygas was on-site November 23rd and removed all sensors for testing at their laboratory. Work will be completed no later than December 31, 2016 and the system should be fully functional no later than that.

9.4 Fenelon Reuse Centre

This item will be deferred until the next meeting.

9.5 Adopt-a-Road

This item will be deferred until the next meeting. The City will provide PRC members with additional information about the program as well as about the City's Limited Service Agreements for Roads.

10. PUBLIC COMMENT PERIOD

No comments.

11. NEXT MEETING


The next meeting will be held on January 26, 2017 at 9:00 a.m. at the Fenelon Falls Community Centre.

12. ADJOURNMENT

Moved By R. Wright
Seconded By M. Edwards

MOTION to adjourn at 11:00 a.m.

CARRIED

	Standard Operating Procedure	SOP-WM042
	Date: January 18, 2017	Revision: 1
	Created By: Kate Brown Approved By: Heather Dzurko Waste Management Operations Supervisor	
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	Fenelon Reuse Center	
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PURPOSE: To outline the operation of the Reuse Center at the Fenelon Landfill Site.


TRAINING:

- Review of this SOP

ACTIONS	DETAILS
Acceptable Reuse Items	Bulky Items <ul style="list-style-type: none"> - Dressers, desks, chairs, cabinets, bed frames, mirrors, tables, outdoor furniture, etc.
	Houseware/Kitchenware <ul style="list-style-type: none"> - Plates, pots and pans, glasses, mugs, utensils, teapots, etc. - Paintings, pictures, serving bowls, decorative accessories, small mirrors, etc.
	Construction/Demolition Materials <ul style="list-style-type: none"> - Doors, windows, used wood, sinks, framing, etc.
	Outdoor equipment <ul style="list-style-type: none"> - Skis, golf clubs, snowshoes, bicycles, rollerblades, ski/snowboard boots, shovels, seed spreaders, non-motorized grass mower, etc.

This SOP is for review and guidance purposes. Every precaution reasonable must be taken.
Specific plans and response action may vary.


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The most recent version is the electronic copy located on SharePoint

	Standard Operating Procedure	SOP-WM042
	Date: January 18, 2017	Revision: 1
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		Page 2 of 3

	Childrens toys Books CDs, VHS, DVDs, records, etc.
Unacceptable Reuse Items	Electronics Mattresses Power tools Clothing/Footwear
CUSTOMER ARRIVES WITH MATERIAL FOR REUSE DROPOFF ONLY	<ul style="list-style-type: none"> • Customer to scale in - obtain customer weight and provide with a ticket. The standard tipping fee will be applied. • Customer to drop off material at reuse center. For dropoff, customers should park on the east side of the reuse center to avoid disrupting incoming traffic. • Customer to scale out - obtain final customer weight and charge standard waste tipping fee. • Transaction complete.
CUSTOMER ARRIVES WITH WASTE, RECYCLING AND REUSE DROPOFF	<ul style="list-style-type: none"> • Customer to scale in - obtain customer weight and issue ticket. • Direct customer to the appropriate dropoff locations within the landfill, including the reuse center. • Customer to scale out - obtain final customer weight <ul style="list-style-type: none"> ○ charge standard waste tipping fee for reuse items. This includes the \$5 minimum charge, effective March 31, 2017. ○ charge applicable fees for other materials (i.e. leaf and yard) • Transaction complete. <p>Note: If customer has material for disposal at the landfill site AND wants to take items from the Reuse Center home, they may only do so after all other transactions have been</p>

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	completed and when they are exiting the site. This will ensure residents cannot offset their weight by collecting reuse items beforehand.
CUSTOMER ARRIVES TO PICKUP MATERIAL FROM REUSE CENTRE	<ul style="list-style-type: none"> All items in the reuse center can be taken by residents free of charge. No action is required from landfill attendants to track, record or process payment for customers ONLY taking materials from the reuse centre. Note: residents participating in the paint reuse program are still required to complete the paint reuse customer information sheet and provide a signature.
MATERIAL TRACKING	<p>A voluntary reuse item checklist will be posted in the Reuse Center. This checklist will be completed by residents taking materials from the Reuse Center home. The list will allow staff to determine an estimate of material type and weight diverted from landfill. Landfill attendants and equipment operators are not required to complete the checklist. Please inform residents using the Reuse Center, when possible, of the list and ask them to complete on their way out.</p> <p>A copy of this form is saved in the S Drive.</p>

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Date (month and year)

Fenelon Reuse Center - Materials Checklist

Item		Quantity Taken (please place one (1) tick for every item taken)
Bulky Items	Dresser	
	Desk	
	Chair	
	Table	
	Cabinet	
	TV Stand	
	Bed Frame	
	Large Mirror	
	Outdoor Furniture	
	Other	
Houseware/Kitchenware	Plates	
	Pots and Pans	
	Mugs/Cups	
	Utensils	
	Teapot/Coffee Pot	
	Paintings	
	Pictures	
	Serving bowls	
	Decorative Accessories	
	Small mirrors	
	Other	
Construction/Demolition Material	Door	
	Window	
	Used Wood	
	Sink	
	Bathtub	
	Framing	
	Drywall	
	Other	
Outdoor Equipment	Skis	
	Golf clubs	
	Snowshoes	
	Bicycle	
	Rollerblades	
	Skis/snowboard boots	
	Shovel	
	Seed spreader	
	Non-motorized grass mower	
	Other	

Schedule F – Waste Management					
<i>Note: Administration charges outlined in Schedule A may apply to transactions contained in this schedule. See Schedule A for details.</i>					
F – 1 Waste Management Fees					
Service Description	Unit	Additional Fees	Fee	Fee Effective March 30, 2017	Reference
Solid Waste Tipping Fees shall always be based on weight unless there is a failure of the scale system and then fees will be based on rates described below. The only exception shall be when bagged garbage is tagged and then it shall be received at no charge.					
Residential Recyclable Materials (Blue/Comingle & Green/ Paper Box Recycling)	each		Free	Free	By-law 2016-144
Residential Household Hazardous Waste (at designated landfill sites only)	each		Free	Free	By-law 2016-144
Residential Waste Electronic & Electrical Equipment	each		Free	Free	By-law 2016-144
Residential Boat and Bale Wrap (Clean)	each		Free	Free	By-law 2016-144
Scrap Metal (including appliances without Freon)	each		Free	Free	By-law 2016-144
Tires (with or without rims)	each		Free	Free	By-law 2016-144
Ashes (must be cold to be accepted)	each		Free	Free	By-law 2016-144
Curbside Bag Tags	each		Free	Free	By-law 2016-144
Bags of Garbage	bag		\$3.00	\$3.00	By-law 2016-144
Mattresses	each		\$3.00	N/A	By-law 2016-144
Appliances Containing Freon (refrigerators, air conditions, dehumidifiers, freezers, etc.)	each		\$5.00	\$15.00	By-law 2016-144
Residential/ Commercial Containers					
Apartment/ Desk-side 4 gallon blue and green boxes	each		\$20.00	\$20.00	By-law 2016-144
Standard 16 gallon blue and 14 gallon green boxes	each		\$5.00	\$5.00	
Extra large 22 gallon blue boxes (for containers only)	each		\$7.00	\$7.00	
Commercial Recycling Carts (not available for residential collection)					
65 gallon blue and green carts	each		\$9.00	\$9.00	
95 gallon blue carts (for container recycling only)	each				
			\$80.00	\$80.00	
			\$95.00	\$95.00	

Rain Barrels				
Flat-back model (205L)	each		\$75.00	\$75.00
Composters				
Backyard composters (80 gallons)	each		\$45.00	\$45.00
Kitchen compost pails (2 gallons)	each		\$3.00	\$3.00
City of Kawartha Lakes Dual Whiteboard/Corkboard	each		\$10.00	\$10.00
Weight Based Tipping Fees				
Minimum Charge Sorted Material (Waste & Leaf & Yard Materials)	visit		N/A	By-law 2016-144
Sorted Waste & Leaf & Yard Material over \$5 by weight	tonne		\$95.00	By-law 2016-144
Minimum Charge Mixed Load (Waste and Leaf & Yard Materials)	visit		N/A	By-law 2016-144
Mixed Loads (more than 20% by volume of recyclable materials and/or opaque bags)	tonne		N/A	By-law 2016-144
Contaminated Soil (suitable for daily cover)	tonne		\$45.00	By-law 2016-144
Contaminated Soil (not suitable for daily cover)	tonne		\$95.00	By-law 2016-144
Commercial Boat and Bale Wrap (Clean)	tonne		\$45.00	By-law 2016-144
Boat and Bale Wrap Contaminated	tonne		Free	By-law 2016-144
Asbestos	tonne		\$95.00	By-law 2016-144
Construction and Demolition Waste	tonne		\$95.00	By-law 2016-144
Boats	tonne		\$95.00	By-law 2016-144
Residential, Industrial, Commercial and Institutional Waste	tonne		\$95.00	By-law 2016-144
Fees When Scales are Inoperative or for Freon Removal				
Minimum Charge Sorted Material (Waste & Leaf & Yard Materials)	visit		N/A	By-law 2016-144
Sorted Waste & Leaf & Yard Material over \$5 by weight	cubic yard		Free	By-law 2016-144
Minimum Charge Mixed Load (Waste and Leaf & Yard Materials)	visit		N/A	By-law 2016-144
Mixed Loads (more than 20% by volume of recyclable materials and/or opaque bags)	cubic yard		N/A	By-law 2016-144
Boats	per foot		\$3.00	By-law 2016-144
Residential, Industrial, Commercial and Institutional Waste	cubic yard		\$10.00	By-law 2016-144
Commercial Boat and Bale Wrap (Clean)	cubic yard		Free	By-law 2016-144

Boat and Bale Wrap Contaminated	cubic yard	\$10.00	\$12.50	By-law 2016-144
Construction and Demolition Waste	cubic yard	\$45.00	\$50.00	By-law 2016-144
Contaminated Soil (suitable for cover material)	cubic yard	\$20.00	\$25.00	By-law 2016-144
Contaminated Soil (not suitable for cover material)	cubic yard	\$45.00	\$50.00	By-law 2016-144