

The Corporation of the City of Kawartha Lakes

AGENDA

FENELON LANDFILL PUBLIC REVIEW COMMITTEE

#26

Friday, March 17, 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

Julia Taylor

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>	3 - 7
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8.	<u>OPERATING BUDGET UPDATE</u>	
8.1	Fenelon Final Cover	
8.2	Fenelon Reuse Centre	
9.	<u>CAPITAL PROJECT UPDATE</u>	
9.1	Fenelon Redesign	
10.	<u>WASTE STRATEGY PROGRAMS</u>	
10.1	Clear Bag Program	
10.2	Construction and Demolition Reuse Program	
10.3	Backyard Composter and Digester Program	
11.	<u>OTHER ITEMS</u>	
11.1	Interactive Reuse Map	
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The Corporation of the City of Kawartha Lakes

MINUTES

FENELON LANDFILL PUBLIC REVIEW COMMITTEE

#25
Thursday, January 26, 2017
9:00 A.M.

MEMBERS:

Councillor Stephen Strangway
Robert Coleman
Marlene Edwards
Mike Wilson
Robert Wright
Julia Taylor

Accessible formats and communication supports are available upon request.

1. **CALL TO ORDER**

The Chair called the meeting to order at 9:05 a.m.

2. **ADOPTION OF AGENDA**

Moved By J. Taylor

Seconded By M. Wilson

RESOLVED that the agenda be adopted as written with the addition of the following:

103. Interactive Map of Places to Donate

10.4 Recycling Social Media Campaign

CARRIED

3. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

4. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Moved By R. Coleman

Seconded By R. Wright

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

CARRIED

5. LANDFILL COMPLAINTS

There were no landfill complaints.

6. LEACHATE OUTBREAKS

There were no leachate outbreaks.

7. FENELON LANDFILL REDESIGN

7.1 UEM Third-Party Review

UEM is currently working with the City to complete their third-party review of Stantec's original redesign of the Fenelon site. UEM will also be ensuring that the construction tender specifications are inclusive of all requirements of the project. It is expected that their review will be completed in early Spring 2017.

7.2 Tender and Construction for Redesign

Following completion of the third-party review, the City will provide a copy to the MOECC prior to tendering the work for construction. The MOECC is aware that the construction work and budget is available and scheduled for summer 2017.

7.3 Landfill Tour

City staff will arrange a PRC tour of the Fenelon Landfill following completion of 2017 final cover and site redesign work. Tentatively, the landfill tour will be scheduled sometime in October.

8. OPERATING BUDGET PROJECTS

8.1 Fenelon Final Cover 2017

Susan Blayney (CKLEAC) had a discussion with PRC members regarding the 2017 final cover project, including the planting of the pollinator friendly seed mix that she worked to help develop. Susan hopes to use Fenelon as a pilot project and support to move forward with using pollinator friendly mixes at other landfill and rehabilitation sites within the City.

8.2 Methane Monitoring System

The permanent methane monitoring system is up and running. All sensors were removed and checked and the system has been properly configured.

8.3 Fenelon Reuse Centre

The City presented PRC members with a proposal for operation of the reuse center moving forward. Staff proposed having all incoming material charged at the standard tipping fee. Customers would opt to drop off acceptable material to the reuse center and would still be required to pay for this material. However, any materials can be taken from the reuse center, free of charge. PRC member recommend that staff review this plan and add this item to the next meetings' agenda. Concerns about residents not bothering to drop off material at the reuse centre because of the material charge were raised. PRC members suggested that staff allow free drop-off and pick-up of all materials.

9. WASTE STRATEGY PROGRAMS

9.1 Clear Bag Program

The launch of the clear bag program has been extremely successful and staff have already seen an increase in the container tonnages received at the MRF. A discussion about the program including future plans for multi-res and commercial enforcement as well as bagged recycling and dumping of tagged black bags was held. As the program is in place staff expect that more and more participation and support for the program will develop.

9.2 Tipping Fee Changes

Staff reviewed the updated tipping fees, effective March 31, 2017 with PRC members. PRC members expressed concern regarding the new charge for leaf and yard waste. Staff will be promoting management of this material at home and also hope to have ground wood waste material available free of charge for City residents.

9.3 Backyard Composting and Digester Program

The City will be implementing a backyard composter/digester program as part of the integrated waste strategy, beginning this year. Staff are working with the Communications department to develop educational materials that will assist with the program. Similar to County of Peterborough, the City will be using summer students to run a composter/digester information and installation program this summer. Details regarding the program are still in the process of development and updates will be provided to the PRC as available.

9.4 Construction and Demolition Reuse

The City has awarded a C&D reuse study to Reclay Steward Edge. Reclay is currently reviewing City material quantities and operations and will be making some preliminary recommendations for the implementation of a C&D program at one or multiple City landfill sites. The City will provide PRC with regular updates regarding this program.

10. OTHER ITEMS

10.1 Adopt-a-Road

Staff clarified the program and identified that it is the City's Roads Department responsible for coordinating and overseeing this program. It is significantly different from the LSA requirements of the City and carries different risk and insurance requirements.

10.2 2017 Curbside Battery Collections

The first 2017 curbside battery program is scheduled for the week of March 13-16, 2017. Collection will be on each resident's normal collection day. Batteries will be placed on top of the paper recycling in clear ziplock bags provided by each resident. There is no limit to the amount of batteries that can be placed at the curb. The City does not expect a decrease in tonnage collected without the dedicated battery bags, however, following spring collection all data will be reviewed and the fall collection adjusted as required.

10.3 Interactive Map - Places to Donate

Julia Taylor presented staff and PRC members with an interactive map she created locating all possible reuse locations within the City on a map. This map also tells you what materials are accepted for reuse at the corresponding location. Staff will forward this to the communications department and would like to have it incorporated on the City's website for access by all residents. Including other reuse/recycling options such as batteries, paint, etc. would be ideal.

10.4 Recycling Social Media Campaign

PRC members will work together to develop 10-15 concepts for social media recycling promotion. Staff will provide these to the communications department for use on City social media.

11. PUBLIC COMMENT PERIOD

Susan Blayney spoke to the committee under S 8.1. Fenelon Final Cover 2017.

12. NEXT MEETING

The next meeting will be held on Friday March 17, 2017 at 9:00 a.m. at the Fenelon Falls Community Centre.

13. ADJOURNMENT

Moved By M. Edwards

Seconded By R. Wright

RESOLVED that the meeting be adjourned at 11:01 a.m.

CARRIED



Subject Waste Generator Inspection Report

Client:	The Corporation of the City of Kawartha Lakes Mailing Address: 12 Peel St, Lindsay, Ontario, Canada, K9V 5R8 Physical Address: 12 Peel St Lindsay, Kawartha Lakes, City, Ontario, Canada, K9V 5R8 Telephone: (705)324-9411, Extension: 1152, email: csisson@city.kawarthalakes.on.ca Client #: 4353-78NJW9, Client Type: Municipal Government, NAICS: 913910 Additional Address Info: Lindsay		
Inspection Site Address:	Fenelon Landfill Site Address: 341 Mark Rd Lot 16 Concession 4 former Township of Fenelon, Kawartha Lakes, City District Office: Peterborough GeoReference: Map Datum: NAD83, Zone: 17, Accuracy Estimate: 1-10 metres eg. Good Quality GPS, Method: GIS Software, UTM Easting: 674066, UTM Northing: 4927117, , LIO GeoReference: Zone: 17, UTM Easting: 673824.0, UTM Northing: 4926928.5, Latitude: 44.474754, Longitude: -78.81442 Site #: 8466-4GTKTF		
Contact Name:	Angela Porteous	Title:	Regulatory Compliance Officer
Contact Telephone:	(705)324-9411 ext:2360	Contact Fax:	
Last Inspection Date:			
Inspection Start Date:	2016/10/24	Inspection Finish Date:	2016/10/24
Region:	Eastern		

1.0 INTRODUCTION

During this inspection, only the facilities and files directly related to the generation, handling, storage, and disposal of subject waste were inspected for compliance with applicable legislation. Subject waste includes liquid and hazardous waste, and requires the generator of the waste to register with the Ministry of the Environment (HWIN), and requires that manifests be completed at the time of disposal.

The governing legislation for waste management includes the Environmental Protection Act R.S.O. 1990, CHAPTER E.19 (the Act or EPA) as well as Ontario Regulation 347 titled "General - Waste Management" (Reg. 347) made under the Act.

The Inspection was performed by Sarah Bellamy, Environmental Officer, Ministry of the Environment and Climate Change, on October 24, 2016, with assistance from Angela Porteous, Regulatory Compliance Officer, and Heather Dzurko, Supervisor Solid Waste Services, City of Kawartha Lakes.

The facility includes an operating landfill, a re-use centre, and facilities to receive Hazardous Wastes from residences and residential activities, including bulk collection of oil.

2.0 INSPECTION OBSERVATIONS

Generator Registration Report No(s):

ON0293706

Date of last registration:

2016/01/08

2.1 REGISTERED WASTES

Has the generator properly registered?

- ☒ Yes. The generator has properly registered.
- ☐ No. The generator is exempt from generator registration.
- ☐ No. The generator has not registered and is not exempt.
- ☐ No. The generator has incorrectly classified the subject waste.
- ☐ No. The generator is currently registered, but not for all applicable subject wastes.
- ☐ No. The generator has incorrectly registered by not completing other required information on HWIN, or by mail-in registration.
- ☐ No. The generator has not properly registered all land disposal restriction (LDR) wastes.

Hazardous and Liquid Waste intended to be accepted at the site are documented in Environmental Compliance Approvals (formerly called Certificates of Approval), which are duplicated in the Hazardous Waste Information Network (HWIN) Generator Registration for the site.

2.2 DESCRIPTION OF PROCESS GENERATING WASTE MATERIALS

Hazardous Waste collection depot for residential wastes.

2.3 MANIFESTING

Has the generator properly released and manifested all subject waste shipped off site for disposal or reclamation?

- ☐ Not applicable
- ☒ Yes. The generator has properly released and manifested all subject waste shipped off site for disposal and/or reclamation.
- ☐ No. The generator has transported subject waste itself, without a proper Certificate of Approval for the waste type(s).
- ☐ No. The generator has released subject waste to a carrier without a proper Certificate of Approval for the waste type(s).
- ☐ No. The generator has not completed, or properly completed manifest(s).
- ☐ No. The generator has not properly notified the Ministry of the waste shipped.
- ☐ No. The generator has used paper manifests and has not retained the green copies for two years.

The HWIN system does not indicate that there have been manifest exceptions in recent years.

The Municipality has developed a Standard Operating Procedure (SOP) related to Manifests for use by staff, who also receive training.

Manifests were available on site at the time of the inspection, as required pursuant to sections 18 and 23 of Ontario Regulation 347.

Previously there had been occasional waste manifest exceptions, but the completion of manifests has since been improved through better communication with Licensed Haulers picking up waste from the site. More attention has been directed to ensuring that wastes are correctly classified, in accordance with waste classes registered to this generator of HWIN.

Waste shipments and Manifests are tracked in a central spreadsheet maintained by the Municipality. White copy Manifests are normally transferred to the central office, a spreadsheet entry is created, and they are forwarded to the Ministry.

Green copy Manifests are retained at the Hazardous Waste Depot site. Central Office staff review Hazardous Waste Depot files frequently to ensure that all shipments have been entered into the spreadsheet.

Brown copy Manifests are returned to the central office and are used to close out open entries in the spreadsheet. The review of Brown copy Manifests also serves to ensure that all shipments have been entered into the spreadsheet.

The creation and frequent review of the spread sheet allows City of Kawartha Lakes staff to ensure that all waste shipments have been received for proper, timely, disposal.

The Municipality is aware that the Ministry must be advised if proper disposal of waste cannot be confirmed within four weeks of the date of the waste shipment, pursuant to section 18 (11) of Ontario Regulation 347 General Waste Management.

2.4 LAND DISPOSAL RESTRICTION (LDR)

Has the generator complied with the land disposal restriction requirements of Reg. 347?

- ☒ Not applicable
- ☐ Yes. The generator is in compliance with the applicable land disposal restriction requirements of Reg. 347.
- ☐ Yes. The generator is a small quantity generator.
- ☐ No. The generator is diluting wastes.
- ☐ No. The generator has shipped fully treated characteristic waste without providing a simple statement to the receiver.
- ☐ No. The generator has not notified the receiver of land disposal restriction waste shipments on or before the first shipment of the waste stream.
- ☐ No. The generator is mixing, blending or bulking waste not for the purposes of treating waste to land disposal restriction standards and does not have a Certificate of Approval that allows mixing, blending or bulking.

Comments:

Ontario Regulation 347 was amended in 2005 to establish a land disposal restrictions (LDR) program in Ontario. Under these rules, listed and characteristic hazardous wastes that are to be land disposed must be treated to meet prescribed treatment requirements prior to land disposal.

Listed and characteristic hazardous wastes are those with a primary characterization of severely toxic waste (S), acute hazardous waste chemical (A), hazardous waste chemical (B), hazardous industrial waste (H), corrosive waste (C), ignitable waste (I), reactive waste (R), or leachate toxic waste (T) and must now be treated to meet their waste specific treatment requirements before they can be land disposed.

Generally facilities generating waste to which the Land Disposal Restrictions (LDR) apply, must provide the LDR Notification Form (Part 2B) to their receiver prior to, or on the date of, the first shipment of waste subject to Land Disposal Restrictions. The facility is also required to make a record of this action, including the receiver to whom the information was given, and the date it was given in accordance with Section 84 of Ontario Regulation 347.

Municipal Hazardous Waste Collection Depots are exempt from the land disposal restriction (LDR) program, pursuant to section 81 of Ontario Regulation 347 General Waste Management.

Is treatment required to meet land disposal restriction standards?

☐ Yes ☒ No

2.5 ON-SITE STORAGE

Has the generator been storing all subject waste in accordance with Reg. 347 and in a secure manner as required by the Environmental Protection Act?

- ☐ Not applicable
- ☒ Yes. All subject wastes are stored in accordance with Reg. 347 and in a secure manner.
- ☐ No. The generator has not provided a notice to the Regional Director for subject waste stored for greater than 3 months.
- ☐ No. Wastes are stored in such a manner that there is a potential for fire, or explosions.
- ☐ No. Wastes are stored in such a manner that there is a potential for a spill that could adversely impact the natural environment.
- ☐ No. Wastes are not secured at the site and have been released to the natural environment.
- ☐ No. Wastes have been spilled from this site and have had, or are having an adverse impact on the natural environment.
- ☐ No. The generator has stored subject waste for a period greater than 24 months without applying for or not in accordance with a Certificate of Approval.

Enclosed areas used for receiving and storing Hazardous and Liquid Waste have concrete floors, which are curbed and sloped to provide containment and have been coated with a sealant. It was recommended that the concrete floors be inspected periodically for cracks and to ensure the sealant coating is in good condition.

Waste materials received are normally packed in drums to provide secure storage and vermiculite is added to the drums as an absorbent and to increase the stability of the contents.

Staff are trained and knowledgeable regarding compatibility of materials received and stored.

2.6 OTHER PERTINENT CERTIFICATE(S) OF APPROVAL FOR THE SITE

Environmental Compliance Approval Number A321206, issued to The Corporation of the City of Kawartha Lakes, Fenelon Landfill Site.

Does on-site disposal of subject waste(s) occur at this site?

☐ Yes ☒ No

2.7 DISCHARGE OF WASTES TO MUNICIPAL SEWER(S)

Does the generator discharge subject waste to municipal sewers?

- ☒ No. Subject waste is not discharged to the municipal sewers.
- ☐ Yes. Subject waste is discharged to the municipal sewers, but the municipality is aware of this practise and the generator is properly registered for all hazardous waste.
- ☐ Yes. Subject waste is discharged to municipal sewers, but the municipality is not aware of this practise.
- ☐ Yes. Hazardous waste is discharged to municipal sewers, but is not registered.

Washroom Waste is discharged to a holding tank, equipped with an alarm.

There are no floor drains.

3.0 REVIEW OF PREVIOUS NON-COMPLIANCE ISSUES

During a previous Inspection (November 5, 2014) the facility was required to reconcile the Waste Classes authorized in the site Approval with the Waste Classes listed in HWIN in the Generator Registration for the site, and to update the SOP for Manifests. **Ministry files indicate that these items have been addressed.**

4.0 SUMMARY OF INSPECTION FINDINGS (HEALTH/ENVIRONMENTAL IMPACT)

Was there any indication of a known or anticipated human health impact during the inspection and/or review of relevant material, related to this Ministry's mandate ?

☐ Yes ☒ No

Specifics:

Was there any indication of a known or anticipated environmental impact during the inspection and/or review of relevant material ?

☐ Yes ☒ No

Specifics:

Was there any indication of a known or suspected violation of a legal requirement during the inspection and/or review of relevant material which could cause a human health impact or environmental impairment ?

☐ Yes ☒ No

Specifics:

Was there any indication of a potential for environmental impairment during the inspection and/or the review of relevant material ?

☐ Yes ☒ No

Specifics:

Was there any indication of minor administrative non-compliance?

☐ Yes ☒ No

Specifics:

5.0 ACTION(S) REQUIRED

None identified.

6.0 OTHER INSPECTION FINDINGS

None identified.

7.0 INCIDENT REPORT

☐ Applicable ☒ Not Applicable

8.0 ATTACHMENTS**PREPARED BY:****Environmental Officer:****Name:**

Sarah Bellamy

District Office:

Peterborough District Office

Date:

2016/12/23

Signature:

REVIEWED BY:**District Supervisor:****Name:**

David Bradley

District Office:

Peterborough District Office

Date:

2016/12/29

Signature:

File Storage Number:
 SI KL FE MA 650, 341 Mark
 Rd. Conc. 4, Lot 14 Fenelon
 Ward, Fenelon Landfill HHW
 Depot
Note:

"This inspection report does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they may apply to this facility. It is, and remains, the responsibility of the owner and/or the operating authority to ensure compliance with all applicable legislative and regulatory requirements"