

2023/2024 Operations Report

Final

Shaw Woods Road Waste Transfer Site
Certificate No. 0592-772KZ2

March 31, 2025

Jp2g Project # 17-6040F



DISTRIBUTION LIST

PDF	Association / Company
1	North Algona Wilberforce Township
1	Ministry of the Environment Conservation and Parks (Ottawa District Office)
1	Jp2g Consultants Inc.

Jp2g Consultants Inc. Signatures



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Manager | Environmental Services

EXECUTIVE SUMMARY

The Shaw Woods Road Waste Transfer Site is located in Part Lot 2, Lake Dore Range, geographic Township of Wilberforce, North Algona Wilberforce Township. The facilities are located behind the municipal building located at 1091 Shaw Woods Road. On October 9, 2007 the MOE issued Certificate of Approval (now known as Environmental Compliance Approval ECA) No. 0592-772KZ2 granting approval for the establishment and operation of the site. Condition 18.1 of the ECA requires the Owner to prepare and submit an Operating Report to the District Manager by March 31, 2009 and biannually thereafter reporting on the previous two (2) calendar years.

Site Development and Operations

In 2008 the Township constructed permanent facilities on site to manage solid, non-hazardous waste, 'blue box' recyclables, scrap metal and household organic waste. The layout was slightly changed from the design accompanying the Application to address snow ploughing and improve through traffic movement.

The MOE conducted a site inspection on September 6, 2012 and issued the Inspection Report to the Township on September 30, 2012. The Report identified deficiencies and actions required by the municipality to bring the Site into compliance with the Conditions of the ECA. In consultation with Township Staff and Council, Jp2g Consultants acknowledged the receipt of the Inspection Report and submitted an action plan addressing the Actions Required. The 2011/2012 Report proposed actions and addressed several the issues.

In May 2015, the Township filed an application to amend the ECA to permit a bulk waste collection day, modify storage capacity and add waste electrical and electronic equipment and propane tanks to the list of materials managed on site. The file was reviewed under MOECC Reference No. 1505-9WQHEZ and ECA amendment Notice No. 1 was issued October 22, 2015.

Some minor changes to the storage facilities have been completed involving 30m³ bins for scrap metal and tires.

Recommendations

It is recommended that the Township continues to maintain records of operations as per Condition 17 of the ECA for 2025 and 2026 so that the information can be included in the next operations report due March 31, 2027.



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DRAWING 1C Site Development and Operational Plan, 2025

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1.0 INTRODUCTION

North Algona Wilberforce Township retained Jp2g Consultants Inc. to complete this report for the Shaw Woods Road Waste Transfer Site. The report is to be filed with the Ottawa District Manager by March 31, 2009, and biennially thereafter covering the previous two (2) calendar years as required under Condition 18.1 of the Certificate of Approval (now known as Environmental Compliance Approval ECA) No. 0592-772KZ2 dated October 9, 2007 as amended October 22, 2015. The ECA was issued for the establishment and operation of an 825m² (approximate) transfer site on the 1.48 ha municipal landholdings at 1091 Shaw Woods Road. The site is located on Part Lot 2, Lake Dore Range, geographic Township of Wilberforce in North Algona Wilberforce Township.

1.1 Background

The municipality continues to be a contributing participant to the Ottawa Valley Waste Recovery Centre (OVWRC) which is comprised of a landfill site, material recycling facility, organics processing facility, construction and demolition facility and a household hazardous waste depot. The OVWRC operates under ECA No. A411601, upon which the waste diversion facilities were commissioned in 2002.

A small number of residences within the municipality have retained a private contractor to provide curbside collection of solid, non-hazardous waste and recyclables. These materials are hauled directly to the OVWRC.

In 2002 the Township established a waste transfer operation at the Berndt Road Waste Disposal Site ECA No. A411401. The site stopped landfilling waste and permanent waste transfer facilities were established under an amended Certificate. All waste is hauled to the OVWRC, with the exception of tires collected by a licensed contractor and leaf and yard waste/brush which is chipped, stored and composted on site.

In an effort to better service its residents the Township unofficially established a waste transfer operation in alternate locations in consultation with the MOE Ottawa District office. Between 1995 and 2000 temporary facilities were operated at the MTO Patrol Yard located at the intersection of Highway 60 and 41. Since that time the parking area in front of the municipal building at 1091 Shaw Woods Road was used until the establishment of permanent facilities on site.

In October 2006 Jp2g filed a draft Site Development and Operations Plan with the Township for review and comment. Upon finalization of a layout design the municipality held a public information meeting June 11, 2007 to review the proposal. On June 20, 2007 Jp2g filed an Application for approval of the waste transfer site, reviewed under MOE Reference No. 9134-74HRKQ. On September 21, 2007, the Township received a draft ECA which was agreeable to Council under Resolution #7, October 1, 2007.



On October 9, 2007 ECA No. 0592-772KZ2 was issued containing nineteen (19) conditions to permit operations in accordance with the plans and specifications listed in Schedule “A” to the ECA. As detailed in Section 3.3 of this report based on a site inspection completed in September 2012, the MOECC noted that a bulk waste collection day is not permitted under the ECA, and on occasion the volume of household waste exceeds the storage capacity on-site.

On May 12, 2015 Jp2g filed an application to amend the ECA to address these two issues, and to permit the storage of waste electrical and electronic equipment (WEEE) and propane tanks. The file was reviewed under MOECC Reference No. 1505-9WQHEZ, the ECA amendment as Notice No. 1 was issued on October 22, 2015.

A listing of the ECA Conditions is provided in **Appendix A**, and copies of the documents in Schedule “A” are included in **Appendix B**.

1.2 Scope

Condition 18.1 of the ECA requires that the Township submit a report which shall include, as a minimum, the following information:

- a) a summary of the types and quantity of all outgoing wastes
- b) any environmental or operational problems encountered during the operation of the site that could negatively impact the environment,
- c) any mitigative measures taken during the course of the previous reporting period
- d) a summary of any complaints received, and actions taken to resolve the complaints, and
- e) a statement of compliance with all Conditions of the Certificate and with the inspection and reporting requirements of the Conditions herein.

The required information for the 2023/2024 Operations Report has been compiled on behalf of the municipality based on OVWRC and Township records.

2.0 SITE DEVELOPMENT

The development and operation of the waste transfer facilities at the Shaw Woods Road Site are detailed in ECA No. 0592-772KZ2 and the items listed in Schedule “A”.

- 1. Application for a Provisional Certificate of Approval for a Waste Disposal Site signed by Marilyn Schruder June 11, 2007
- 2. Letter from K. Mooder to EAAB June 20, 2007
- 3. Drawing No. 1 Site Development and Operational Plan dated November 2006 plotted June 19, 2007
- 4. Letter from K. Mooder to EAAB July 10, 2007
- 5. Application for minor changes by Jp2g dated May 11, 2015
- 6. Email K Mooder to MOE dated October 1, 2015
- 7. Email K Mooder to MOE dated October 16, 2015

Drawing 1C Site Development and Operational Plan 2025 illustrates the facility layout.

3.0 SITE OPERATIONS

The operational component of the 2023/2024 report is based on documentation provided by the Township and data analysis undertaken by Jp2g Consultants Inc.

3.1 Daily Operations

Waste is received only when the Site is open to the public at a cost of \$2.00 per garbage bag payable with a Waste Permit Card sold to residents. Recyclable materials are deposited free of charge into the designated storage containers and areas. The waste is segregated into the following waste streams: mixed domestic waste, scrap metal, blue box recyclables, organics, tires and propane cylinders. Site users are directed and assisted with disposing of waste and recyclables into the labelled containers and storage areas at the site. Access to the waste transfer site is provided by the easterly entrance into the municipal building property off Shaw Woods Road. Individual deliveries are directed by the site attendant, and traffic exit using the easterly entrance to Shaw Woods Road. The hours of operation in 2023/2024 were from 9:00 a.m. to 3:00 p.m. Saturdays.

In the past bulk waste collection day was held at the Berndt Road WTS. In 2023/2024 it was held at OVWRC.

3.2 Summary of Waste Received and Transferred from The Site

The Shaw Woods Road Waste Transfer Site is approved to accept solid, non-hazardous waste, 'blue box' recyclables, scrap metal, tires and household organic wastes which are stored on site and then hauled to the OVWRC. The site also accepts a variety of batteries and electronics such as cell phones although no records of quantities were provided.

The following summarizes the waste types received and transferred from the site in 2023/2024 based on the information supplied by the Township and OVWRC found in **Appendix C**.

Waste Type	2023 Tonnes	2024 Tonnes
Recyclable – Containers	26.74	25.32
Recyclable – Fibres	16.89	17.34
Organics	1.04	1.13
Scrap Metal outbound	7.94	8.35
Residual Waste – Landfill	122.89	112.47
Small Tires	0.56	0
C&D Brush	0	0.36
WEEE	0	1.10
Batteries	0	0.12
	175.50	166.19



According to the above noted figures the waste diversion from landfilling rate in 2023 was approximately 30% (52.61 ÷ 175.50 tonnes), and in 2024 approximately 32% (53.60 ÷ 166.19 tonnes).

The Site accepts tires, in 2023 0.56 tonnes of tires were collected by OVWRC. No tires were collected in 2024.

The Site accepts waste electrical and electronic equipment (WEEE), in 2023 no WEEE was collected and in 2024 1.10 tonnes of WEEE were collected by OVWRC. The Site also accepts batteries stored in 45-gallon drums, and there was 112 kg hauled to OVWRC in 2024.

The Site no longer accepts propane tanks.

The following tables illustrate the waste deliveries per month according to the OVWRC records.

WASTE QUANTITY IN TONNES (NO. OF DELIVERIES) TO THE OVWRC

2023 Month	Recyclable Containers	Recyclable Fibre	Scrap Metal	Organics Mixed	Residual Waste	Total Tonnes
January	2.56	1.78	0	0	12.08	16.42
February	1.69	0.93	0	0	7.43	10.05
March	1.55	1.25	0	0	8.07	10.87
April	2	1.23	1.2	0	11.46	15.89
May	2.61	1.84	0	0	11.95	16.4
June	2.1	1.75	2.08	0.26	8.6	14.79
July	3.7	1.21	0	0.32	14.6	19.83
August	2.08	1.09	0	0.16	10.91	14.24
September	2.01	1.85	1.91	0	9.7	15.47
October	2.4	1.48	0	0	10.22	14.1
November	2.14	1.23	0	0.3	9.2	12.87
December	1.9	1.25	2.75	0	8.67	14.57
TOTAL	26.74	16.89	7.94	1.04	122.89	175.50

2024 Month	Recyclable Containers	Recyclable Fibre	Scrap Metal	Organics Mixed	Residual Waste	Total Tonnes
January	1.42	0.96	0	0	8.87	11.25
February	1.48	0.77	0	0	5.85	8.1
March	1.84	1.12	1.55	0	7.55	12.06
April	2.37	1.44	0	0	10.57	14.38
May	2.09	1.68	1.82	0	8.44	14.03
June	2.14	1.58	0	0.19	9.52	13.43
July	2.66	1.98	1.71	0.16	12.18	18.69
August	2.28	1.71	1.3	0	9.76	15.05
September	2.56	1.68	0	0.43	11.03	15.7
October	2.07	1.41	1.97	0	9.07	14.52
November	1.93	1.43	0	0.35	8.99	12.7
December	2.48	1.58	0	0	10.64	14.7
TOTAL	25.32	17.34	8.35	1.13	112.47	164.61



3.2 Site Inspection Reports (SIR)

Frs Inv# #kh#UJ#dg#hvsrqv#h#suryb#h#Dsshg1#F#

2012

Emily Tieu, Senior Environmental Officer Ottawa District Office conducted a site inspection on September 6, 2012 and identified several issues with respect to Conditions of the ECA in a SIR dated September 27, 2012. In consultation with Township Staff and Council, Jp2g Consultants acknowledged the receipt of the SIR and submitted an Action Plan on December 4, 2012 to address the Actions Required by the Township. The following is a list of the actions required by the Township followed by action taken by the Township in italics:

- (1) The Site does not host a “Bulky Day” which permits deliveries of bulk waste to the Site unless the Certificate is amended to include bulky waste as an approved waste accepted at the Site. Currently, the Site is not approved to receive bulky waste, as per Condition 9.1(B) of the Certificate.

Township will be filing an application to amend the ECA to permit occasional collection of “Bulky Waste”

- (2) The Site does not exceed the capacities of the waste received or stored on-site outlined in Condition 9.3 of the Certificate. The Certificate must be amended if additional capacity is required.

During the summer months on occasion the volume of household waste deliveries exceed the capacity of the roll-off container. Arrangements with OVWRC will be made to provide an additional bin. The ECA will be amended accordingly.

- (3) The sign posted at the entrance includes a list of prohibited wastes, as outlined in Condition 11.2 of the Certificate.

The Township addressed the signage issue in 2013 the sign is updated to include prohibited waste.

- (4) The property emergency procedures have been updated to include procedures to be followed in the event of a spill, fire or medical emergency at the Site, as per Condition 14.1 (a) of the Certificate.

The Township has provided first aid and AED training as well as WHMIS to all it's staff including “Site Attendants”. It is anticipated that the training provides sufficient knowledge to deal with potential emergencies at the Site.

- (5) All employees at the Site are trained, through instruction and practice, with respect to the areas outlined in Condition 15.1 of the Certificate.



The Township provides continuous training to Site Staff in all aspects of health and safety as well as best practices for operating a waste transfer site.

- (6) The record keeping requirements outlined in Conditions 17.1, 17.2 and 17.3 of the Certificate, are complied with: the Township must record the date, the type of waste transferred and destination, and the quantity of load for each load of waste transferred from the Site; for each inspection undertaken in accordance with Condition 13.1, the Township shall maintain a record which includes the date, name and signature of competent employee conducting the inspection, areas inspected, any deficiencies noted during the inspection, and corrective action taken to address deficiencies; and the Township must maintain a written record of the training provided in accordance with Condition 15.1 which must contain, at a minimum the date of training, name and signature of person who has been trained, and description of the training provided.

The Township currently keeps such records in the municipal office with site specific records managed and kept by the Site Attendant. The Township has implemented a system to keep all records dealing with training, site inspections, deficiencies, procedures as well as types and quantities of waste collected at and transferred from the Site.

2017

Alex Baker, Junior Environmental Officer with the Ottawa District Office conducted a site inspection in October 2017.

2021

Thandeka Ponalo MECP Sr Environmental Officer conducted a site inspection in July 2021. A copy of the site inspection report is included in **Appendix D**. The following is a list of actions required by the Township.

- .1 In accordance with Condition 17.3 of the ECA, a written record of the training provided in accordance with Condition 15.1 shall be maintained which at a minimum contains the date of training, name and signature of person who has been trained, and description of the training provided. It is recommended that in the future, all records shall be kept at the Township Office or saved electronically once training is completed.

3.4 Operational Considerations

On July2, 2018 the Township increased the cost per garbage bag from \$1.00 to \$2.00. Due to COVID-19 the charge was suspended but a maximum 2 bag limit was imposed.

During regular operations, the Township has experienced an increase in waste materials being delivered to the site, and often the capacity of the 30 yd³ waste bin is exceeded. Waste is temporarily stored in the shed, and then municipal staff either compact into the bin or haul to the OVWRC. The Township was considering a compactor to increase storage capacity and minimize the haul trips to OVWRC, but



this is not considered economically feasible. The ECA permits a 30m³ (40yd³) waste storage capacity, the existing 30yd³ could be replaced with a larger bin in the future.

Under the Resource Productivity & Recovery Program tires are stored in a 30m³ bin and the WEEE in bags on pallets, which is collected by OVWRC.

3.5 Summary of Complaints

Based on the Site Attendant's records, the municipality reported there were no complaints filed against the Site in 2023 or 2024.

3.6 Statement of Compliance

A table summarizing the status of compliance with all Conditions of ECA No. 0592-772KZ2 dated October 7, 2007 as amended October 22, 2015 is provided in **Appendix A**.

4.0 RECOMMENDATIONS

The Township is to maintain records of operations on Site to ensure compliance with Conditions in the ECA. The site attendant records of site inspections as per Condition 13.1, as well as records from the OVWRC and any other haulage contractors as per Condition 17 are then filed at the municipal office and should be retained for a minimum period of 5 years as per Condition 8.4.

APPENDIX A

ECA NO. 0592-772KZ2 COMPLIANCE SUMMARY

Note: This table should be read in conjunction with the entire Certificate for details. The compliance summary has been prepared for the 2023/2024 Operations Report and represents the best information available to Jp2g at the time of writing.

APPENDIX A
ECA NO. 0592-772KZ2 COMPLIANCE SUMMARY

The establishment and operation of an 825m² (approximate) Waste Transfer Site within a 1.48 ha property.

No.	Condition	Statement of Compliance
1.0	Compliance	
1.1	The <i>Owner</i> shall ensure compliance with all the conditions of this <i>Certificate</i> and shall ensure that any person authorized to carry out work on, or operate any aspect of the <i>Site</i> is notified of this <i>Certificate</i> and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.	Understood
1.2	Any person authorized to carry out work on or operate any aspect of the <i>Site</i> shall comply with the conditions of this <i>Certificate</i> .	Understood
2.0	In Accordance	
2.1	Except as otherwise provided for in this <i>Certificate</i> , the <i>Site</i> shall be designed, developed, built, operated and maintained in accordance with the application for this <i>Certificate</i> , dated June 11, 2007, and the supporting documentation listed in Schedule "A".	Understood Minor layout changes have been completed
3.0	Interpretation	
3.1	Where there is a conflict between a provision of any document, including the application, referred to in this <i>Certificate</i> , and the conditions of this <i>Certificate</i> , the conditions in this <i>Certificate</i> shall take precedence.	Understood
3.2	Where there is a conflict between the application and a provision in any documents listed in Schedule "A", the application shall take precedence, unless it is clear that the purpose of the document was to amend the application, and that the <i>Ministry</i> approved the amendment.	Understood
3.3	Where there is a conflict between any two documents listed in Schedule "A", other than the application, the document bearing the most recent date shall take precedence.	Understood
3.4	The conditions of this <i>Certificate</i> are severable. If any condition of this <i>Certificate</i> , or the application of any condition of this <i>Certificate</i> to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this <i>Certificate</i> shall not be affected thereby.	Understood

No.	Condition	Statement of Compliance
4.0	Other Legal Obligations	
4.1	The issuance of, and compliance with, this <i>Certificate</i> does not: (a) relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement; or (b) limit in any way the authority of the <i>Ministry</i> to require certain steps be taken or to require the <i>Owner</i> to furnish any further information related to compliance with this <i>Certificate</i> .	Understood
4.2	All wastes at the <i>Site</i> shall be managed and disposed in accordance with the <i>Act</i> and <i>Ontario Regulation 347</i> .	Understood
4.3	The <i>Owner</i> shall ensure that: (a) equipment discharging to air operating at the <i>Site</i> are approved, where applicable, under Section 9 of the <i>Act</i> ; and (b) all effluent is discharged in accordance with <i>OWRA</i> .	No air or effluent discharges
5.0	Adverse Effect	
5.1	The <i>Owner</i> shall take steps to minimize and ameliorate any adverse effect on the natural environment or impairment of water quality resulting from the <i>Site</i> , including such accelerated or additional monitoring as may be necessary to determine the nature and extent of the effect or impairment.	Understood
5.2	Despite an <i>Owner</i> or any other person fulfilling any obligations imposed by this <i>Certificate</i> , the person remains responsible for any contravention of any other condition of this <i>Certificate</i> or any applicable statute, regulation, or other legal requirement resulting from any act or omission that caused the adverse effect to the natural environment or impairment of water quality.	Understood
6.0	Change of Owner	
6.1	The <i>Owner</i> shall notify the <i>Director</i> , in writing, and forward a copy of the notification to the <i>District Manager</i> , within 30 days of the occurrence of any changes in the following information: (a) the ownership of the <i>Site</i> ; (b) appointment of, or a change in, the <i>Operator</i> of the <i>Site</i> ; (c) the name or address of the <i>Owner</i> ; (d) the partners, where the <i>Owner</i> is or at any time becomes a partnership and a copy of the most recent declaration filed under the <i>Business Names Act</i> , R.S.O. 1990, c. B.17, shall be included in the notification.	No change

No.	Condition	Statement of Compliance
6.2	No portion of this <i>Site</i> shall be transferred or encumbered prior to or after closing of the <i>Site</i> unless the <i>Director</i> is notified in advance.	Understood
6.3	In the event of any change in ownership of the works, other than change to a successor municipality, the <i>Owner</i> shall notify the successor of and provide the successor with a copy of this <i>Certificate</i> , and the <i>Owner</i> shall provide a copy of the notification to the <i>District Manager</i> and the <i>Director</i> .	Understood
7.0	Inspections	
7.1	No person shall hinder or obstruct a <i>Provincial Officer</i> from carrying out any and all inspections authorized by the <i>OWRA</i> , the <i>Act</i> , or the <i>PA</i> , of any place to which this <i>Certificate</i> relates, and without limiting the foregoing: <ul style="list-style-type: none"> (a) to enter upon the premises where the approved works are located, or the location where the records required by the conditions of this <i>Certificate</i> are kept; (b) to have access to, inspect, and copy any records required to be kept by the conditions of this <i>Certificate</i>; (c) to inspect the <i>Site</i>, related equipment and appurtenances; (d) to inspect the practices, procedures, or operations required by the conditions of this <i>Certificate</i>; and (e) to sample and monitor for the purposes of assessing compliance with the terms and conditions of this <i>Certificate</i> or the <i>Act</i>, the <i>OWRA</i> or the <i>PA</i>. 	Understood
8.0	Information and Record Retention	
8.1	Any information requested by the <i>Ministry</i> concerning the <i>Site</i> and its operation under this <i>Certificate</i> including but not limited to any records required to be kept by this <i>Certificate</i> shall be provided to the <i>Ministry</i> upon request, in a timely manner.	Understood
8.2	The receipt of any information by the <i>Ministry</i> or the failure of the <i>Ministry</i> to prosecute any person or to require any person to take any action, under this <i>Certificate</i> or under any statute, regulation or other legal requirement, in relation to the information, shall not be construed as: <ul style="list-style-type: none"> (a) an approval, waiver, or justification by the <i>Ministry</i> of any act or omission of any person that contravenes any term or condition of this <i>Certificate</i> or statute, regulation or other legal requirement; or (b) acceptance by the <i>Ministry</i> of the information's completeness or accuracy. 	Understood

No.	Condition	Statement of Compliance
8.3	Any information relating to this <i>Certificate</i> and contained in <i>Ministry</i> files may be made available to the public in accordance with the provisions of the <i>Freedom of Information and Protection of Privacy Act</i> , R.S.O. 1990, C. F-31.	Understood
8.4	All records and monitoring data required by the conditions of this <i>Certificate</i> may be kept on the Owner's premises for a minimum period of five (5) years from the date of their creation.	In compliance
9.0	Approved Waste Types, Quantities and Storage Requirements	
9.1	(a) The <i>Site</i> is approved to accept solid, non-hazardous waste generated from residential sources located within the geographic boundaries of North Algona Wilberforce Township, including, but not limited to mixed domestic waste, scrap metal, <i>blue box waste</i> , <i>organic waste</i> , tires, propane tanks, bulk waste (permitted on one designated day per year), and waste electrical and electronic equipment (b) The <i>Site</i> is not approved to receive any of the following: (i) hazardous or liquid waste; (ii) white goods containing refrigerants; (iii) leaf and yard waste.	Revoked and replaced by Notice No. 1 In compliance
9.2	(a) Incoming waste shall be inspected by a <i>competent</i> employee, prior to being accepted at the <i>Site</i> , to ensure that the <i>Site</i> is approved to accept that type of waste. (b) If any incoming waste load is known to, or is discovered to, contain unacceptable waste, that load shall not be accepted at the <i>Site</i> .	In compliance
9.3	The <i>Owner</i> shall ensure that: (a) the maximum amount of waste received on <i>Site</i> on any one day does not exceed 30 m ³ , with the exception of the designated bulk waste days; (b) the maximum amount of waste stored on <i>Site</i> at any one time does not exceed: (i) 30m ³ of mixed waste; (ii) 30m ³ of <i>blue box waste</i> ; (iii) 15m ³ of scrap metal; (iv) 3 m ³ of <i>organic waste</i> ; (v) 98m ³ of vehicular tires; (vi) 15m ³ WEEE (vii) 1.8m ³ propane tanks; and (viii) 15m ³ agricultural plastic.	Revoked and replaced Notice No. 1 The Township now has a 30m ³ bin for scrap metal and tires

No.	Condition	Statement of Compliance
9.4	<p>The <i>Owner</i> shall ensure that:</p> <p>(a) mixed waste is removed within 48 hours during the period between May 1 and October 31 inclusive and when bin capacity is reached during the period between November 1 and April 30 inclusive; and</p> <p>(b) all other waste materials are removed when the maximum approved capacity limits noted in Condition 9.3 have been reached.</p>	<p>Mixed waste removed 4 to 5 times per month</p> <p>Understood</p>
9.5	<p>The <i>Owner</i> shall ensure for Bulk Waste designated disposal days:</p> <p>(a) the waste received on the annual bulk waste designated day is transported off site at the end of the designated day and does not exceed values in accordance with items 5 to 7 in Schedule A;</p> <p>(b) the District Manager is provided a written notice 14 day prior to the annual bulk waste designated day occurring.</p>	<p>Revoked and replaced by Notice No. 1</p> <p>Understood</p>
10.0 Hours of Operation		
10.1	<p>(a) The <i>Owner</i> shall set operational hours which provides an adequate level of service. The hours of operation may be any day of the week; and</p> <p>(b) The hours of operation may be changed by the <i>Owner</i> at any time provided that the hours are correctly posted at the landfill gate and that suitable public notice is given of any change.</p>	<p>In compliance</p>
10.2	Associated activities which do not involve receipt of waste from the public, such as the transfer of waste, maintenance, etc. may occur outside the posted operating hours.	Understood
11.0 Signage and Security		
11.1	The <i>Site</i> shall be maintained in a secure manner, such that unauthorized persons cannot enter the <i>Site</i> . During non-operating hours, the <i>Site</i> entrance/exit gate shall be locked.	Works yard is secured during the weekdays
11.2	<p>The <i>Owner</i> shall post and maintain signs at the nearest public roadway entrance which provide the following information:</p> <p>(a) name of the <i>Site</i>;</p> <p>(b) <i>Certificate</i> number;</p> <p>(c) hours of operation;</p> <p>(d) list of accepted and prohibited wastes; and</p> <p>(e) 24 hour emergency phone number to contact the <i>Owner</i> in the event of a complaint or emergency.</p>	<p>Understood</p> <p>The Township has changed the signage</p>
11.3	The <i>Owner</i> shall post a sign(s) identifying and directing the flow of traffic within the <i>Site</i> .	Not required

No.	Condition	Statement of Compliance
12.0	Nuisance Control	
12.1	The <i>Owner</i> shall operate and maintain the <i>Site</i> in a manner which ensures the health and safety of all persons and the protection of the environment through active prevention of any possible environmental adverse effects, including but not be limited to odours, dust, litter, vectors, vermin, rodents and noise.	Understood
12.2	The <i>Owner</i> shall pick up litter from the <i>Site</i> and along public roadways adjacent to the <i>Site</i> . Litter shall be picked-up as required, or every week as a minimum.	Understood
12.3	The <i>Owner</i> shall ensure that the exterior of all vehicles leaving this <i>Site</i> are covered (i.e. enclosed, tarped or equivalent) and clear of waste debris such that vehicles do not drag out onto streets waste, dirt or other contaminants.	Understood
12.4	The <i>Owner</i> shall ensure that there is no queuing or parking of vehicles that are waiting to enter this <i>Site</i> on any roadway that is not a distinct part of this <i>Site</i> .	Understood to be monitored
13.0	Site Inspections	
13.1	At the start of each operating day, the <i>Owner</i> shall ensure that a <i>competent</i> employee conducts a visual inspection of the storage areas of the <i>Site</i> to ensure security and cleanliness. Any deficiencies noted during the visual inspection shall be remedied as soon as practical.	Understood
14.0	Spills and Emergency Response and Reporting	
14.1	(a) Within thirty (30) days of the issuance of this <i>Certificate</i> , the <i>Owner</i> shall update the property emergency procedures to include procedures to be followed in the event of a spill, fire or medical emergency at the <i>Site</i> . (b) The emergency procedures shall be available for review by the <i>Provincial Officer</i> upon request.	Standard municipal procedures in place
14.2	(a) The <i>Owner</i> shall promptly take all necessary steps to contain and clean up any spills or upsets (including uncontrolled run-off) which result from this operation. (b) All spills, as defined by the <i>Act</i> , shall be immediately reported to the <i>Ministry's</i> Spill Action Centre at 1-800-268-6060 and shall be recorded in a written log or an electronic file format, as to the nature of the spill or upset, and action taken for clean-up, correction and prevention of future occurrences.	Understood
15.0	Training	
15.1	The <i>Owner</i> shall ensure that all employees of the <i>Site</i> are trained,	Understood

through instruction and practice, with respect to the following areas:

- (a) terms, conditions and operating requirements of this *Certificate*;
- (b) environmental concerns pertaining to the wastes to be accepted at the *Site*;
- (c) receiving and recording procedures (including recording procedures of wastes which are refused at the *Site*);
- (d) proper storage, handling and shipping procedures;
- (e) occupational health and safety concerns pertaining to the wastes received;
- (f) relevant waste management legislation, including but not limited to *Ontario Regulation 347, R.R.O. 1990*;
- (g) operation of equipment and procedures to be followed in the event of an emergency situation;
- (h) inspection procedures, as required under Condition 13;
- (i) nuisance impact control procedures, as required under Condition 12; and
- (j) procedures for recording and responding to public complaints.

The Site Attendant
received Emergency
First Aid with CPR C and
AED training on April 19,
2012

16.0 Complaints

16.1 If at any time, the *Owner* receives complaints regarding the operation of the *Site*, the *Owner* shall respond to these complaints according to the following procedure:

Understood

- (a) The *Owner* shall make a record of each complaint including the following information:
 - (i) the date;
 - (ii) the nature of the complaint;
 - (iii) the name, address and the telephone number of the complainant if the complainant will provide this information;
 - (iv) activities occurring during the time of the complaint; and
 - (v) meteorological conditions
- (b) the *Owner*, upon notification of the complaint, shall initiate appropriate steps to determine all possible causes of the complaint and forward a formal reply to the complainant; and
- (c) the *Owner* shall complete and retain on-site a report written within one (2) week of the complaint date, listing the actions taken to resolve the complaint and any recommendations for remedial measures, and managerial or operational changes to reasonably avoid the recurrence of similar incidents.

17.0 Record Keeping

17.1 For each load of waste transferred from the *Site*, the *Owner* shall record the following information as a minimum:

Records provided by
OVWRC

- (a) date of record;
- (b) type of waste transferred and destination; and
- (c) quantity of load (either by weight or volume).

No.	Condition	Statement of Compliance
17.2	For each inspection undertaken in accordance with Condition 13.1, the <i>Owner</i> shall maintain a record which includes the following information as a minimum: (a) date of inspection; (b) name and signature of <i>competent</i> employee conducting the inspection; (c) areas inspected; (d) any deficiencies noted during the inspection; (e) corrective action taken to address deficiencies.	Understood
17.3	The <i>Owner</i> shall maintain a written record of the training provided in accordance with Condition 15.1. The record shall contain, at a minimum: (a) date of training; (b) name and signature of person who has been trained; and (c) description of the training provided.	Understood
18.0 Reporting		
18.1	By March 31, 2009, and biannually thereafter, the <i>Owner</i> shall prepare and submit to the <i>District Manager</i> a report covering the previous two (2) calendar years. Each report shall include, as a minimum, the following information: (a) a summary of the types and quantity of all outgoing wastes; (b) any environmental or operational problems, that could negatively impact the environment, encountered during the operation of the <i>Site</i> ; (c) any mitigative actions taken during the course of the previous reporting period; (d) a summary of any complaints received and actions taken to resolve the complaints; and (e) a statement as to compliance with all Conditions of this <i>Certificate</i> and with the inspection and reporting requirements of the Conditions herein.	<p>This report represents the 2023/2024 Operations Report</p> <p>The next annual report will cover 2025/2026 and is due March 31, 2027</p>
19.0 Closure Plan		
19.1	(a) The <i>Owner</i> shall submit to the <i>District Manager</i> , a written closure plan four (4) months prior to the permanent closure of the <i>Site</i> . This plan must include, as a minimum, a description of the work that will be done to facilitate closure and a schedule for completion of that work; and (b) Within ten (10) days after closure of the <i>Site</i> , the <i>Owner</i> shall notify the <i>Director</i> and <i>District Manager</i> , in writing that the <i>Site</i> is closed and that the closure plan has been implemented.	Understood

APPENDIX B

**COPIES OF DOCUMENTS
LISTED IN SCHEDULE "A" TO THE ECA**

Application for a Provisional Certificate of Approval for a Waste Disposal Site

Ce formulaire est disponible en français

For Office Use Only			
Reference Number	Payment	Date (y/m/d)	Initials
	\$		

General Information and Instructions

General:

Information requested in this form is collected under the authority of the *Environmental Protection Act*, R.S.O. 1990 (EPA) and the *Environmental Bill of Rights*, C. 28, Statutes of Ontario, 1993, (EBR) and will be used to evaluate applications for approval of waste disposal sites under Section 27, EPA.

Instructions:

- Applicants are responsible for ensuring that they complete the most recent application form.** When completing this form, please refer to the following guidance material: the "Guide for Applying for Certificate of Approval of Waste Disposal Sites, Section 27, 30, 31 and 32, EPA," (referred to as the Guide) and "Guide - Application Cost for Waste Management, S. 27, EPA." Application forms and supporting documentation are available from the Environmental Assessment and Approvals Branch toll free at 1-800-461-6290 (locally at 416-314-8001), from your local District Office of the Ministry of the Environment, and in the "Publications" section of the Ministry of the Environment website at <http://www.ene.gov.on.ca/envision/gp/index.htm#disposal>
- Questions regarding completion and submission of this application should be directed to the Environmental Assessment and Approvals Branch, 2 St. Clair Avenue West, Floor 12A, Toronto, Ontario, M4V 1L5, telephone number 1-800-461-6290 or (416) 314-8001, or to your local District Office of the Ministry of the Environment.
- A complete application consists of:
 - a completed and signed application form;
 - all required supporting information identified in this form, the guidance material, and
 - a certified cheque, money order or credit card payment, in Canadian funds, made payable to the *Ontario Minister of Finance* for the applicable application fee.
 This form must be completed with respect to all requirements identified in the guidance material in order for it to be considered an application for approval.
INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT. The Ministry may require additional information during the technical review of any application accepted as complete.
- The original application, along with the supporting information and the application fee, must be sent to:
**The Ministry of the Environment,
 Director, Environmental Assessment and Approvals Branch,
 2 St. Clair Avenue West, Floor 12A, Toronto, Ontario, M4V 1L5**
 A copy of the application and the supporting information must be sent to the local Ministry District Office which has jurisdiction over the area where the facilities are located.
- Information contained in this application is not considered confidential and will be made available to the public upon request. Information submitted as supporting information may be claimed as confidential but will be subject to the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and EBR. If you do not claim confidentiality at the time of submitting the information, the Ministry may make the information available to the public without further notice to you.
- If the applicant submits with the application a copy of their Master Business Licence (MBL) obtained from the Ministry of Government Services, the shaded sections within this form do not need to be completed (provided the information required appears on the face of the MBL). For additional information on the MBL please refer to the guidance material.

1. Applicant Information (Owner of works/facility)

Applicant Name (legal name of individual or organization as evidenced by legal documents) North Algona Wilberforce Township		Business Identification Number
Business Name (the name under which the entity is operating or trading if different from the Applicant Name - also referred to as trade name)		
Applicant Type: <input type="checkbox"/> Corporation <input type="checkbox"/> Federal Government <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Municipal Government <input type="checkbox"/> Partnership <input type="checkbox"/> Provincial Government <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other (describe):		Activity Classification Code/Standard Industrial Classification Code (if unknown please complete Business Activity Description)
Business Activity Description (a narrative description of the business endeavour, this may include products sold, services provided or machinery/equipment used, etc.)		

2. Applicant Physical Address - Complete A, C and D or B, C and D

A. Civic Address- Street information (applies to an address that has civic numbering and street information includes street number, name, type and direction) 1091 Shaw Woods Road		Unit Identifier (identifies type of unit, such as suite & number)	
B. Survey Address (used for a rural location specified for a subdivided township, an unsubdivided township or unsurveyed territory)			
Lot and Conc.: used to indicate location within a subdivided township and consists of a lot number and a concession number Lot Conc.		Part and Reference: used to indicate location within an unsubdivided township or unsurveyed territory, and consists of a part and a reference plan number indicating the location within that plan. Attach copy of the plan Part Reference Plan	
C. Municipality/Unorganized Township See 1	County/District Renfrew	Province/State ON	Country Canada Postal Code K0J 1T0
D. Telephone Number (including area code & extension) 613-628-2080		Fax Number (including area code) 613-628-3341 E-mail Address	

3. Applicant Mailing Address - Complete A and B and C

A. Civic Address - Street information (includes street number, name, type and direction)		<input checked="" type="checkbox"/> Same as Applicant Physical Address		Unit Identifier (identifies type of unit, such as suite & number)	
1091 Shaw Woods Road					
B. Delivery Designator: <input checked="" type="checkbox"/> Rural Route <input type="checkbox"/> Suburban Service <input type="checkbox"/> Mobile Route <input type="checkbox"/> General Delivery					
Delivery Identifier (a number identifying a Rural Route, Suburban Service or Mobile Route delivery mode)					
R.R. #1					
C. Municipality	Postal Station	Province/State	Country	Postal Code	
Eganville		ON	Canada	K0J 1T0	

4. Site Information - (location where activity/works applied for is to take place - not applicable to mobile facilities)

Mobile Facility: ☐ Yes ☒ No

Site Name		MOE District Office		Legal Description (attach copy of a legal survey)	
Shaw Woods Road		Ottawa		See Plan	
Site Address - Street information (applies to an address that has civic numbering and street information - includes street number, name, type and direction)				<input checked="" type="checkbox"/> Same as Applicant Physical Address	
				Unit Identifier (identifies type of unit, such as suite & number)	
Survey Address (used for a rural location specified for a subdivided township, an unsubdivided township or unsurveyed territory)					
Lot and Conc.: used to indicate location within a subdivided township and consists of a lot number and a concession number		Part and Reference: used to indicate location within an unsubdivided township or unsurveyed territory, and consists of a part and a reference plan number indicating the location within that plan. Attach copy of the plan			
Lot	Conc.	Part		Reference Plan	
2	Lake Dore Range				
Non Address Information (includes any additional information to clarify applicants' physical location)					
Geo Reference					
Map Datum	Zone	Accuracy Estimate	Geo Referencing Method	UTM Easting	UTM Northing
NAD 83	18		Mapping	337480	5054530
Municipality/Unorganized Township		County/District		Postal Code	
North Algona		Renfrew		K0J 1T0	
Adjacent Land Use					
<input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Agricultural <input type="checkbox"/> Recreational <input type="checkbox"/> Other(specify):					
Is the Site located in an area of development control as defined by the Niagara Escarpment Planning & Development Act (NEPDA)?					
<input type="checkbox"/> Yes (if yes, attach copy of NEPDA permit for proposed activity/work) <input checked="" type="checkbox"/> No					
Is the Site located on the Oak Ridges Moraine Conservation Area as defined by the Oak Ridges Moraine Conservation Plan (ORMCP), a regulation made under the Oak Ridges Moraine Conservation Act (ORMCA)?					
<input type="checkbox"/> Yes (if yes, please attach proof of Municipal planning approval for the proposed activity/work) <input checked="" type="checkbox"/> No					
Is the Applicant the operating authority?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is the Applicant the owner of the land (site)?	
				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, attach the operating authority name, address and phone number		If No, attach the owner's name, address and consent for the installation and operation of the facilities			

5. Project Technical Information Contact - Complete A, B, D and E or A, C, D, and E

A. Name		Company		<input type="checkbox"/> Same as Applicant Name	
Kevin Mooder		Jp2g Consultants Inc.			
B. Civic Address - Street information (includes street number, name, type and direction)				<input type="checkbox"/> Same as Applicant Physical Address	
1150 Morrison Drive, Suite 410				Unit Identifier (identifies type of unit, such as suite & number)	
C. Delivery Designator: <input type="checkbox"/> Rural Route <input checked="" type="checkbox"/> Suburban Service <input type="checkbox"/> Mobile Route <input type="checkbox"/> General Delivery					
Delivery Identifier (a number identifying a Rural Route, Suburban Service or Mobile Route delivery mode)					
D. Municipality	Postal Station	Province/State	Country	Postal Code	
Ottawa		ON	Canada	K2H 8S9	
E. Telephone Number (including area code & extension)		Fax Number (including area code)		E-mail Address	
613-828-7800		613-828-2600		kmooder@jp2g.com	

6. Project Information

Type of Application: <input checked="" type="checkbox"/> New Certificate of Approval <input type="checkbox"/> Amendment to current Certificate of Approval		Current Certificate of Approval Number	Date of Issue (y/m/d)
Project Description Summary (If EBR is applicable, this summary will be used in the EBR posting notice)			
North Algona Wilberforce Township has implemented a waste transfer site at the works yard to service the local population.			
Project Name (Project identifier to be used as a reference in correspondence) Shaw Woods Road Waste Transfer Site			
Estimated date for start of construction/installation (yyyy/mm/dd) 2007/06/04		Project Schedule Estimated date for start of operation (yyyy/mm/dd) Ongoing	

7. Facility Description (information on the nature of business or activity at this site)

Present Land Use Municipal Office & Works Yard		Present Official Plan Designation Rural		Present Zoning Category Rural	
Maximum daily amounts of waste which may be received at the site (attach a description of each, including their source)					
Waste Type	Tonnes	Cubic Metres	Litres		
Liquid Industrial					
Non-hazardous Solid Domestic, Commercial, Institutional or Industrial		15.3			
Hazardous					
Other					
Waste Class Names			Waste Class Codes		
Days and Hours of Operation 5 - 10 hours per week					Population Served 2620
Names of all municipalities to be served by this site North Algona Wilberforce Township					Total Area of Site (hectares) 1.48
Type of Facility/Operation (complete all appropriate sections): <input type="checkbox"/> Landfill <input checked="" type="checkbox"/> Transfer <input type="checkbox"/> Processing <input type="checkbox"/> Incinerator <input type="checkbox"/> Other (describe):					
Landfill Site Information					
Area to be Land filled (hectares)		Maximum estimated site land filling capacity (cubic metres)		Estimated Date of Closure (y/m/d)	
Control Types		Monitoring			
Transfer and/or Processing Site information					
Maximum Storage Capacity		tonnes	litres	cubic metres	
				70	
Maximum Residual Waste for Final Disposal		tonnes/day	litres/day	cubic metres/day	
				15.3	
List all disposal sites and site certificate numbers for final disposal Ottawa Valley Waste Recovery Centre (OVWRC) Certificate No. A411601					
Incinerator Site Information					
Maximum Storage Capacity		tonnes	litres	cubic metres	
Maximum Feed Rate		List all disposal sites and site certificate numbers for final disposal of residue			
tonnes/day	cubic metres/day				

8. Other Approvals / Permits

List all other environmental approvals/permits applied for related to this project or received in relation to this project under the <i>Environmental Protection Act</i> (discharges to air, waste management, etc.) and the <i>Ontario Water Resources Act</i> (water and sewage works).

9. Public Consultation/Notification

Specify all public consultation/notification (such as public hearings, notification of First Nations, etc.) related to the project that has been completed or is in the process of being completed.
Operation of the site is controlled by an attendant. Hours of operation are published in the local newspaper and at the municipal office.

10. Environmental Bill of Rights Requirements

Is this a proposal for a Prescribed Instrument under EBR? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If "Yes," is it excepted from public participation? <input type="checkbox"/> Yes <input type="checkbox"/> No	If it is excepted from public participation provide reason: <input checked="" type="checkbox"/> Equivalent Public Participation <input type="checkbox"/> Environmentally Insignificant Amendment or Revocation <input type="checkbox"/> Emergency <input type="checkbox"/> EAA or Tribunal Decision	
----------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

11. Environmental Assessment Act (EAA) Requirements

<input checked="" type="checkbox"/> The works are not subject to EAA for the reason specified below: This application to reflect an ongoing operation.
<input type="checkbox"/> The works are proceeding in accordance with the Environmental Assessment Process Approval Notice specified below:

12. Supporting Information Checklist - This is a list of all supporting information to this application and is subject to the FOIPPA and EBR.

Supporting Information	Attached		Reference	Can be disclosed	
	General				
Proof of Legal Name of Applicant	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Copy of NEPDA Permit	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Copy of Municipal Planning Approval (ORMCA)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name, Address and Phone Number of the Operating Authority	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name, Address and consent of land/site owner for the installation/construction and operation of the works/facility	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Verification of EBR Public Participation Exception	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Proof of Public Consultation/Notification	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Technical				
Site Plan/Location Map	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hydrogeological Assessment Report	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Design and Operations Report	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Drainage Study	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Financial Assurance	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other Attached Information	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

13. Payment Information

Amount Enclosed: \$ 1100.00	Please attach completed "Costs for EPA s.27 Applications - Supplement to Application for Approval" (PIBS 4186).		
Method of Payment <input checked="" type="checkbox"/> Certified Cheque <input type="checkbox"/> Money Order <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express			
Credit Card Information (if paying by VISA, MasterCard or American Express)* Name on Card (please print) _____ Credit Card Number _____ Expiry Date (mm/yy) _____			
Cardholder Signature _____		Date (y/m/d) _____	

*NOTE: credit card accepted for payments UNDER \$10,000.00 only.

14. Statement of Applicant

I, the undersigned hereby declare that, to the best of my knowledge, the information contained herein and the information submitted in support of this application is complete and accurate in every way and that the Project Technical Information Contact identified in section 5 of this form is authorized to act on my behalf for the purpose of obtaining approval under Section 27 of the EPA for the waste disposal site identified herein.	
Name (please print) Marilyn Schruder	Title Clerk Treasurer
Signature <i>Marilyn Schruder</i>	Date (y/m/d) June 11, 2007

***COSTS FOR EPA s. 27 APPLICATIONS - SUPPLEMENT TO APPLICATION
FOR APPROVAL***

Until new application forms and guides are available, this form is to be completed for all applications under the Environmental Protection Act, s. 27 received by the Approvals Branch on or after October 1, 1998. The purpose of this supplement is to reflect the new costs for applications, as per Regulation 363.

The attached table is a summary of the applicable costs and categories. Please refer to the table when completing this form. A document, entitled "GUIDE - Application Costs for Waste Management, s. 27, Environmental Protection act", with detailed information is available by contacting the Ministry at 1-800- 461-6290 or (415) 314-8001 or by e-mail at the following address GeiGuide@ENE.GOV.ON.CA, in the subject line type GUIDES-EPA..

The attached summary table should be retained for future use and the supplement attached to the application form

Company Name: NORTH ALABAMA WILDBERFORCE
Application No. (if known) _____

Application Cost: Indicate the type of application and complete the corresponding section.

- ☒ Section 1: Approvals (Table 1)
☐ Section 2: Amendment to existing approval:
 ☐ Administrative amendments (Table 2(a))
 ☐ Amendments requiring a technical review (Table 2(b))
☐ Section 3: Revocations (Table 3)
☐ Section 4: Preliminary Review (Table 4)

(A) APPROVALS

Table 1: Approvals

(✓)	Category	COST
	Category 1 - Administrative processing (applies to all except sites for hauled sewage and sites for biosolids)	\$200
	<p>From the attached summary table, under the section entitled "Approvals", indicate the categories for the site or system applied for and the corresponding costs (Categories 2 to 26). Category applied for <u>16</u> Cost \$ ----- Cost \$ ----- ----- Cost \$ -----</p> <p>(Indicate all categories of sites and systems applied for and the corresponding cost.)</p> <p>Total Cost: _____</p>	<p>\$</p> <p>900</p>
	Category 27- If the hearing is mandatory, \$18,000 must be included with the application. If there are discretionary hearing requirements and a hearing is necessary, the \$18,000 must be submitted before the hearing commences	\$ 0
TOTAL COST		\$ 1100



North Algona Wilberforce Township
1091 Shaw Woods Road
RR #1 Eganville, Ontario K0J 1T0

Tel: 613-628-2080
Fax: 613-628-3341

Attention: Adjacent Landowner

RE: 1091 Shaw Woods Road
North Algona Wilberforce Township
Waste Transfer Operation
Our Project No. 2006040G

The Township intends to file an application with the Ministry of the Environment (MOE) to obtain approval for a waste transfer operations at the Municipal property at 1091 Shaw Woods Road. The operations will involve receiving solid municipal waste, recyclables and scrap metal in containerized storage bins. Organics will be stored in Moloks, an in-ground storage technology. A copy of the proposed Site Development and Operations Plan can be viewed at the Municipal Office. The Council invites you to attend a public information meeting to discuss the proposal on Monday, June 11, 2007 at 7:00 p.m. in the Council Chambers.

If you have any concerns/objections to the proposal, written comments will be received by this writer prior to June 5, 2007 at the address below. A copy of the submission should also be sent to the Township Office at 1091 Shaw Woods Road, Eganville, ON K0J 1T0.

Jp2g Consultants Inc.
Engineers Planners Project Managers
1150 Morrison Drive, Suite 410
Ottawa, ON K2H 8S9

If you have any questions please do not hesitate to contact the undersigned at 613-828-7800.

Yours truly,
Jp2g Consultants Inc.

Kevin Mooder
V.P. Environmental Services

KJM/mm

c.c. Marilyn M. Schruder
Marc Lesieur, MOE Ottawa

THE MUNICIPAL CORPORATION OF
NORTH ALGONA WILBERFORCE TOWNSHIP
MINUTES
PUBLIC MEETING OF COUNCIL
HELD MONDAY, JUNE 11, 2007
AT 7:00 P.M. AT THE TOWNSHIP HALL

P. 1308

MEETING COMMENCED AT 7:30 P.M.

PRESENT: Mayor Harold Weckworth
Councillor Kevin Clarke
Councillor Lorenz Kelo
Councillor John Keuhl
Councillor Ruth Schoenfeldt
Deputy Clerk Treasurer Bonnie Dumouchel
Public Works Director Harvey Reckzin
Property Owners: Margery Reinert
John Reinert
Roland Poirier
Deborah Brisebois
Laurette Malette
Rejean Malette

PURPOSE: To meet with property owners within 120 meters of the Township Municipal Building regarding an application with the Ministry of the Environment to obtain approval for a waste transfer operations at the Municipal property at 1091 Shaw Woods Road.

1. MEETING CALLED TO ORDER – Chairperson Harold Weckworth.
2. DECLARATION OF FINANCIAL INTEREST – none.
3. READING OF WRITTEN COMMENTS - no written comments received.
4. PRESENTATION by Kevin Mooder, Jp2g Consultants Inc. of the proposed Site Development and Operations Plan – not in attendance.
 - Councillor Lorenz Kelo presented the proposed Site Development and Operations Plan.
5. COMMENTS & QUESTIONS FROM THE FLOOR to Council - Council answered questions from the floor.
 - Site Tour with property Owners was conducted by Councillors Lorenz Kelo and Kevin Clarke.
6. CONCLUSION OF MEETING

RESOLUTION #1

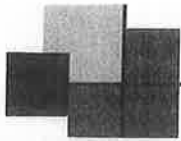
Moved by Councillor Ruth Schoenfeldt

Seconded by Councillor Lorenz Kelo

THAT: This Public Meeting be hereby concluded.

Carried.

SIGNED



Jp2g Consultants Inc.

ENGINEERS ■ PLANNERS ■ PROJECT MANAGERS

J.M. Janota, P.Eng., M.Sc.
D.R. Patrick, CET
J.E. Hunton, MCIP, RPP

June 20, 2007

Ministry of the Environment
Environmental Assessment and Approvals Branch
Floor 12A
2 St. Clair Ave. West
Toronto, ON
M4V 1L5

Attention: Tesfaye Gebrezghi, P. Eng.
Director, S.39 EPA

**Re: Shaw Woods Road
Municipal Waste Transfer Site
North Algona Wilberforce Township
Our Project No. 2006040G**

Dear Sir:

Enclosed find an Application for Approval for a New Certificate of Approval for the operation of a Waste Transfer Site. North Algona Wilberforce is a partner municipality using the services of the Ottawa Valley Waste Recovery Centre (Certificate No. A411601) and all refuse waste, organic waste and blue box recyclables are received at the Centre. The subject lands are municipally owned and have been informally used as a waste drop off centre for local residents on the weekends.

To enhance the Township's overall waste management system (they also operate a waste transfer site on Berndt Road Certificate No. A411401), a portion of the 1.48 ha municipal building/public works yard has been designated for the establishment of permanent waste/recyclable material storage facilities.

For the purpose of processing the Application, enclosed find the following:

- a duly executed Application form signed and dated June 11, 2007
- a cheque in the amount of \$1,100.00
- Site Development and Operational Plan (3 large scale)
- an 11 x 17 copy of the plan

As shown on the plan the waste storage capacities and operational guidelines for the facility are to form the plans and specifications for the approximate 875m² (25m x 35m) designated area.

In support of this application, the Township completed public consultations with the adjacent property owners to obtain their input into the design and operation of the facilities.

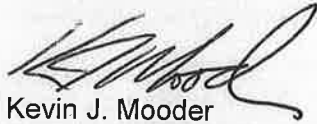
In this regard enclosed find the following:

- a copy of the letter sent to adjacent property owners
- copy of minutes of the meeting

No public concerns have been expressed, and in fact the neighbours were pleased with the additional facilities being proposed and the relocation of the operation from the parking lot to the rear of the municipal building. Given the simplicity of this Application we trust a new Certificate of Approval in draft can be readily developed for Council's consideration prior to finalizing the document.

By copy of this submission we would confirm the documentation has been filed with the local Ottawa District Office.

Yours very truly,
Jp2g Consultants Inc.
Engineers • Planners • Project Managers

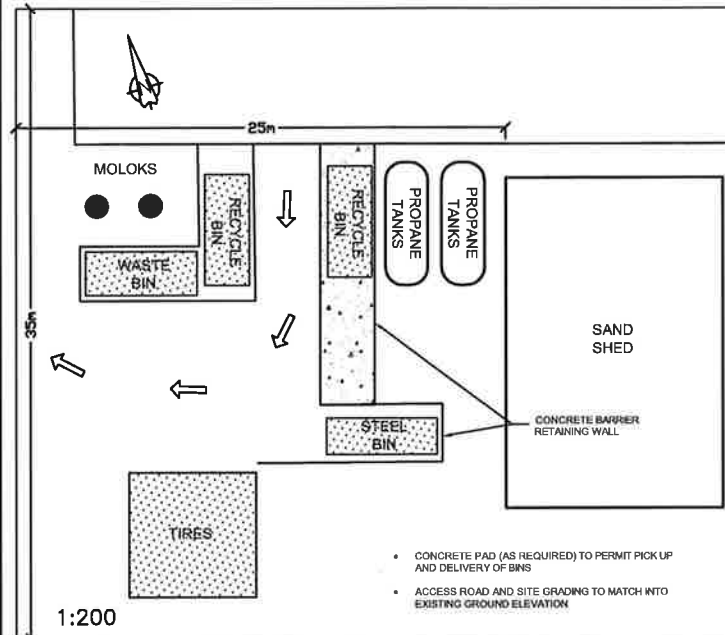


Kevin J. Mooder
Sr. Project Planner

KJM/dr

Encl.

c.c.: - Marilyn Schruder, Clerk
- Marc Etienne-Lesieur, MOE Ottawa

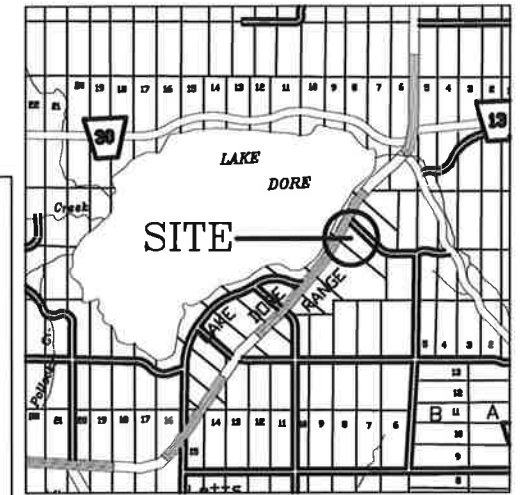
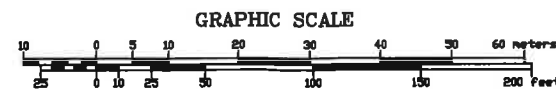
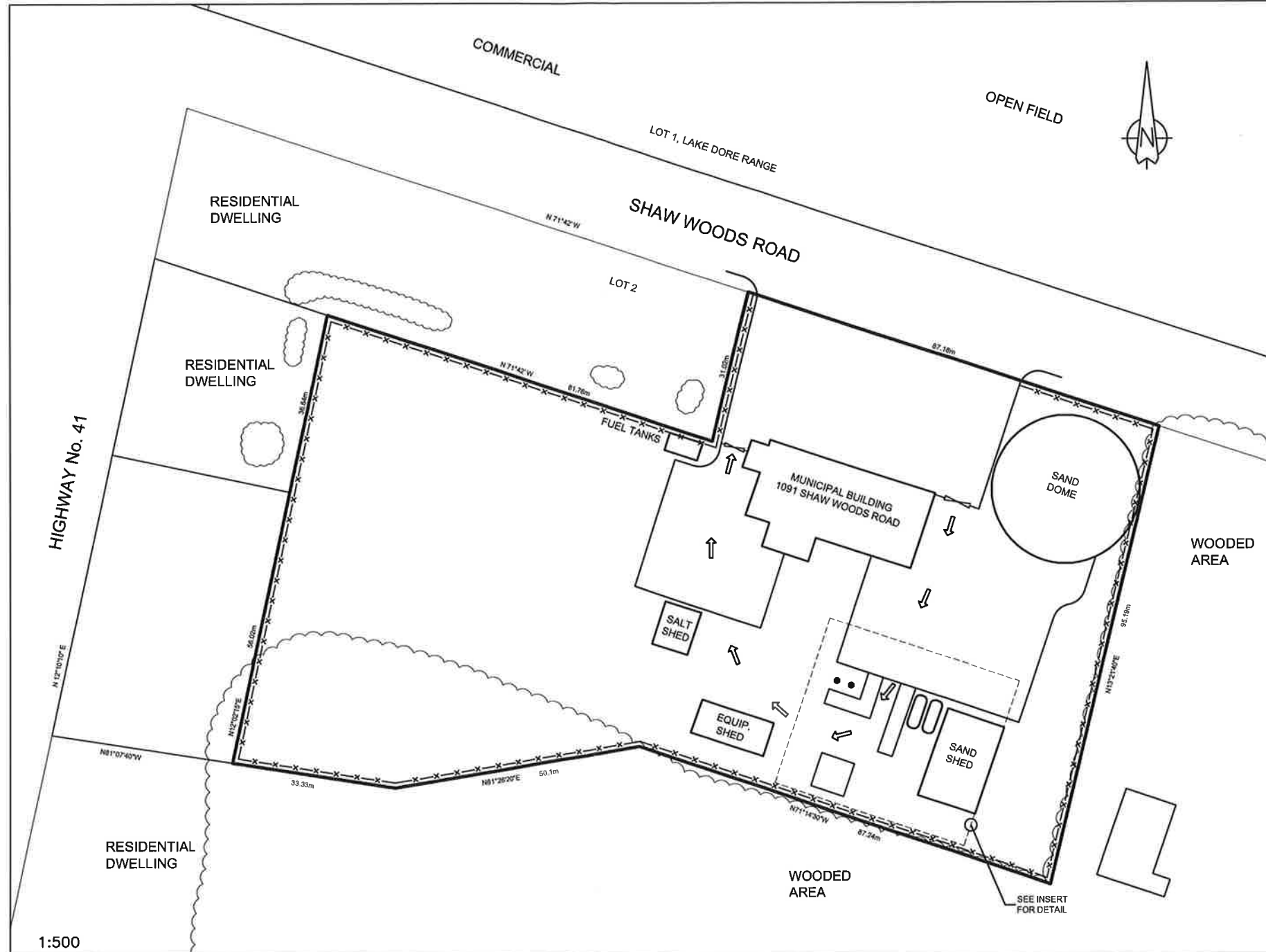


SITE STORAGE AREAS

20yd³ DOMESTIC WASTE
 20yd³ GLASS/PLASTIC & FIBRE
 20yd³ CARDBOARD
 20yd³ SCRAP METAL
 14yd³ ORGANICS (MOLOK)
 7m x 7m x 2m MAX. HEIGHT TIRES

SITE OPERATIONS

- ONLY OPEN TO PUBLIC WHEN ATTENDANT IS ON DUTY
- WASTE REMOVED FROM THE SITE AFTER OPERATING DAY HAULED TO APPROVED LANDFILL SITE BY TOWNSHIP
- RECYCLABLE MATERIALS HAULED FROM THE SITE WHEN CONTAINER/STORAGE FACILITY REACHES CAPACITY



LEGEND

- EXISTING BUILDINGS AND FACILITIES
- PROPERTY LIMITS
- LIMITS OF PAVED AREA
- LIMITS OF TREELINE
- FENCING
- PROPOSED WASTE TRANSFER FACILITIES
- CONCRETE PAD OR GRAVEL
- GATE
- DIRECTION OF TRAFFIC FLOW

NOTES:

- SITE BOUNDARIES ARE DERIVED FROM PLAN No. 49R-12901 DEC. 20, 1995
- EXISTING BUILDING AND FACILITY LOCATIONS ARE APPROXIMATE BASED ON TOWNSHIP MEASUREMENTS
- WASTE TRANSFER LOCATIONS CONFIRMED IN CONSULTATION WITH TOWNSHIP

GEOGRAPHIC TOWNSHIP OF WILBERFORCE

PART OF LOT 2, LAKE DORE RANGE

No.	DATE	BY	REVISIONS
1	-	-	ADD DIMENSIONS OF WASTE TRANSFER AREA



Jp2g Consultants Inc.

ENGINEERS ■ PLANNERS ■ PROJECT MANAGERS

DESIGNED KJM
 DRAWN JMS
 CHECKED KJM
 APPROVED KJM
 SCALE AS NOTED (2x3 VERSION)

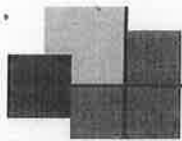
NORTH ALGONA WILBERFORCE

MUNICIPAL WASTE TRANSFER SITE

SITE DEVELOPMENT & OPERATIONAL PLAN

DATE NOV. 2006
 PROJECT 2006040G
 PLOTTED 19-JUN-07
 DRAWING

1



July 10, 2007

Ministry of the Environment
Environmental Assessment and Approvals Branch
Floor 12A
2 St. Clair Ave. West
Toronto, ON
M4V 1L5

Attention: Josephine De Souza
Application Processor

Re: **Shaw Woods Road
Municipal Waste Transfer Site
MOE Reference No. 9134-74HRKQ
Our Project No. 2006040G**

Dear Ms. De Souza:

In response to your review comments dated July 6, 2007 on behalf of the Township we provide the following information/documentation for clarification. For convenience we have prepared our response in accordance with the numbered items presented in your request.

1. The waste transfer facilities are situated within an 825m² area on a 1.48 ha site. All bagged household waste and recyclable materials are received in metal roll-off containers, the tires stored in a 7m x 7m segregated area, and the Moloks store organic wastes in ground. There is no measurable surface water discharge from the small area.
2. Air emissions as a result of the operation of the waste transfer site are not a concern at this site. The ingress and egress are paved surfaces and the internal road (approx. 50m length) will be constructed with a course granular 'B' material. No dust or noise concerns were expressed by the adjacent landowners.
3. Notices were sent out to the 8 property owners listed in the assessment roll within 120m of the municipal landholding on May 28, 2007. A public meeting was held June 11, 2007.
4. A copy of the notice and meeting minutes were included in the Application. The attached list was to accompany the Application. No verbal or written concerns were received by this writer or the Township.
5. The waste transfer operation is presently only open on Saturday for 4 hours (9:00 am to 1:00 pm) and Council may consider opening Wednesday evenings in the future. There is no merit in preparing a detailed Design and Operations Report, as the essential information is presented in the Application and/or can be included in the new Certificate of Approval.

- (1) Waste types are listed on the Site Development and Operations Plan ('the Plan')
- (2) Maximum storage capacity for waste and products is shown on the Plan. The maximum quantity of waste received at the site per day is presented in Section 7 on the application form 15.3m³ (20 yd³ on Plan).
- (3) The roll-off containers are prefabricated, Moloks are purchased at certain capacities and the tire storage is limited to 98m³.
- (4) The small site is supervised by an attendant when it is open to the public. The receiving facility, the Ottawa Valley Waste Recovery Centre (OVWRC) requires a high quality product for processing.
- (5) Noted maximum 5 to 10 hours per week, (Section 7 on the form). Maximum 2 days per week which is the equivalent of 104 days per year.
- (6) The Plan illustrates traffic flow for individual deliveries to each of the segregated waste and product storage areas. When the site is closed to the public and the storage areas are full, the municipality will haul to the OVWRC (or tires to a licensed contractor).
- (7) Solid domestic municipal waste will be removed from the site within 2 days of operation in the summer months, up to the 15.3m³ capacity in winter. Product storage times are estimated over one month, tires over a year.
- (8) Fencing and gates are shown on the Plan. The site is part of a secure public works yard.
- (9) Waste and product quantities will be reported by the municipality in tonnes as all materials are weighed at OVWRC. Tires will be counted and reported by the haulage contractor. Can be addressed by a standard condition in the Certificate requiring reporting to MOE every year.
- (10) Traffic flow shown on Plan.
- (11) Facility maintenance, inspections and training as per municipal procedures.
- (12) Decommissioning Plan will involve removal of containers and concrete barriers, regrading of storage areas to match existing ground.
- (13) The Township operates its fleet of vehicles under a Waste Management Systems Certificate to haul waste and products to licensed facilities. If OVWRC is unable to accept, the Township operates another waste transfer site with additional storage capacities.
- (14) The Township has established emergency procedures, the waste transfer facility is located on their public works yard.

We trust this is satisfactory and look forward to receiving a draft Certificate for review in order to address any other outstanding issues.

Yours very truly,
Jp2g Consultants Inc.
Engineers • Planners • Project Managers



Kevin J. Mooder
Sr. Project Planner

KJM/dr

Encl.

c.c.: - Marilyn Schruder
- Marc-Etienne Lesieur

PROPERTY OWNERS AND MAILING ADDRESS WITHIN 120 METRES OF
TOWNSHIP MUNICIPAL BUILDING ON SHAW WOODS ROAD

Mary Emma Birkett
6 Allwood Street
Brantford, ON N3R 2T8

Location: 36770 Highway 41

Laurette & Rejean Malette
P.O. Box 815
Pembroke, ON K8A 7M5

Location: 36792 Highway 41

John & Margery Reinert
R.R. #1, 36828 Highway 41
Eganville, ON K0J 1T0

Location: 36828 Highway 41

John Reinert Sand & Gravel
R.R. #1, 36828 Highway 41
Eganville, ON K0J 1T0

Location: 1120 Shaw Woods Road

Karen Schauer
R.R. #1, 36752 Highway 41
Eganville, ON K0J 1T0

Location: 36752 Highway 41

Duane Schison
R.R. #1, 36752 Highway 41
Eganville, ON K0J 1T0

William Corbett
1059 Shaw Woods Road
R.R. #1
Eganville, ON K0J 1T0

Location: 1059 Shaw Woods Road

Stephen Towns
RT 303, C 254
Shawville, QC J0X 2Y0

Location: Lake Dore Range, Lot 2

Roland Omer Poirier
1119 Shaw Woods Road
R.R. #1
Eganville, ON K0J 1T0

Location: 1119 Shaw Woods Road

**Shaw Woods Road
Waste Transfer Site**

**Application to Amend
ECA No. 0592-77ZKZ2**

Prepared For:

North Algona Wilberforce Township

Prepared by



Jp2g Consultants Inc.

1150 Morrison Drive, Suite 410, Ottawa, Ontario, K2H 8S9

T.613.828.7800 F.613.828.2600

Jp2g Project No. 20060400

May 11, 2015



Jp2g No. 20060400

May 11, 2015

Ministry of the Environment and Climate Change
Floor 12A
2 St. Clair Avenue West
Toronto, ON M4V 1L5

Attention: Director, Section 39, EPA
Environmental Approvals Branch

**Re: Shaw Woods Road Waste Transfer Site
North Algona Wilberforce Township
Application to Amend ECA**

Dear Director:

Please accept this Application to Amend ECA No. 0592-772KZ2 to obtain approval for minor operational changes at the waste transfer site. The ECA dated October 9, 2007 was initially issued under MOE Reference No. 9134-74HRKQ. In response to a Site Inspection Report by the Ottawa District office the proposed amendment is to:

- allow the site to receive bulky waste on designated collection days
- allow the municipal truck to accept and haul household waste in the event the capacity of roll off container is exceeded
- allow for collection of WEEE and propane tanks

For the purpose of processing the Application please find enclosed a duly executed application form with attachments

- Site Inspection Report
- 2007 Application Document
- Site Development and Operational Plan Drawing 1B
- Public Consultation Notices

The waste transfer facilities are situated within a 825m² area on a 1.48 ha site which contains the Municipal Building and Public Works Yard. The waste transfer operation is presently open on Saturdays 9:00 am – 3:00 pm to accept the materials shown on the Site Development and Operational Plan. On designated days the site accepts bulk waste which is received in a roll-off container and then transferred to the Ottawa Valley Waste Recovery Centre (OVWRC). On occasion the roll-off container for household waste is exceeded, the municipal truck under Waste Management System ECA 6673-6Q3QTN is used to accept the waste and deliver to OVWRC.

The amendment also requests approval to add WEEE and propane tanks to the ECA.

None of these changes require modifications to the site, but are intended to formalize approval of operations initiated since the 2007 ECA. Public consultation is provided in the form of handouts and posted on the website. There have been no public concerns with operations at the site since its formal approval to operate in October 2007.

Specifically the ECA Conditions to be amended include:

- | | |
|------------|-------------------------------------------------------|
| 9.1(b)(ii) | remove bulky waste allow on designated days |
| 9.3(b)(i) | increase household waste capacity to 30m ³ |
| 9.3(b) | add 15m ³ of WEEE |
| 9.3(b)(vi) | add 1.8m ³ propane tanks |

Trusting this is satisfactory.

Yours truly,

Jp2g Consultants Inc.
ENGINEERS • PLANNERS • PROJECT MANAGERS



Kevin Mooder, MCIP RPP
Project Manager

KM/jlp

c.c. Scott Clark, Public Works Director
Emily Tieu, MOE Ottawa District Office

Environmental Compliance Approval Application

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General Information and Instructions

General Information:

Information requested in this form is collected under the authority of the Environmental Protection Act (EPA), Ontario Water Resources Act (OWRA) and Environmental Bill of Rights (EBR), and will be used to evaluate applications for Environmental Compliance Approvals (ECAs) issued under Part II.1 of the EPA. This application form should not be used for *mobile PCB destruction facilities* and *land application sites of septage and biosolids*.

For all questions related to preparing or submitting this form or about the Ministry's collection of information related to applying for an ECA, contact:

Environmental Approvals Access and Service Integration Branch

2 St. Clair Ave. West, Floor 12A,
Toronto, Ontario M4V 1L5.

Telephone outside Toronto 1-800-461-6290
or in Toronto 416-314-8001.

This office can also provide you with
copies of application forms and supporting
documentation.

Instructions:

1. Applicants are responsible for ensuring that they complete the most recent application form.
Application forms and information about the required supporting documentation and technical requirements are available from the **Environmental Approvals Access and Service Integration Branch** (the address and phone number are provided in the General Information on this page). As well, you can get this information from your local District Office of the Ministry of the Environment, and on the Resources section of the Ministry of the Environment website at: www.ene.gov.on.ca/environment/en/resources/index.htm.
2. A complete application consists of:
 - a completed and signed application form;
 - all required supporting documents and technical requirements identified in:
 - i. this form,
 - ii. Ministry guidance,
 - iii. the Applications for Environmental Compliance Approvals regulation, and
 - payment of the application fee (in Canadian funds) by certified cheque or money order made payable to the Minister of Finance, or credit card payment (for payments up to \$10,000). For *Transfer of Review*, make your cheque or money order payable to the appropriate municipality.

The Ministry may return incomplete applications to the applicant. The Director may require additional information of any application initially accepted as complete.

3. Submit the complete application as follows:
 - One (1) paper copy (unless your application is a *Transfer of Review*), one (1) electronic copy and the fee to the **Director, Environmental Approvals Access and Service Integration Branch** at the address provided in the General Information on this page.
 - If your application is a *Transfer of Review*, you must submit two (2) copies of the completed application and the fee to the designated municipal authority.
4. You must also send a copy of the application without the fee to the local Ministry District Office that has jurisdiction over the area where the facilities are located. DO NOT send payment to the District Office.
 - To locate the appropriate local Ministry District Office, visit the Ministry of the Environment website at: www.ene.gov.on.ca/environment/en/about/regional_district_offices/index.htm.
5. For Waste Disposal Sites you must also send a copy of the application without the fee to the Clerk's office of the local municipality (both upper and lower tier) in which the facility/proposed facility is located unless the application is for a revocation or an amendment that is environmentally insignificant or the applicant is a



municipality. DO NOT send any payment information to the municipality.

Information collected by the Ministry of the Environment is subject to the Freedom of Information and Protection of Privacy Act (FIPPA). If you are of the view that any part of application is confidential on the grounds that such information constitutes a trade secret or scientific, technical, commercial, financial or labour relations information, please make this known now. Otherwise, the Ministry may make the information available to the public without further notice to you.

It is an offence under the EPA and OWRA to provide false or misleading information in this application and/or accompanying documents.

The Electronic Form Smart Features

The electronic version of this form incorporates several features to assist you with completing your application.

The electronic form will highlight required information with **red** and **green** indicators. **Red** means that the information is required before the section is complete.

The form will also calculate certain values based on the information you enter and will assist you in ensuring that all required information is included with your application. You can save a copy of this form that includes any information you have entered.

These features are available in Adobe Reader version 8 or above. You can download a copy from the website at: <http://get.adobe.com/reader/otherversions/>.

Smart Features Legend:

These active buttons appear throughout the Application form to provide additional support.



Mandatory fields required to be filled in



Mandatory fields completed



Click on the question mark icon to receive additional information.



Print Form Button —
Prints the entire form.



Clear Form Button —
Clears the entire form.



Save Form Button —
Saves the entire form.



Calculate Button —
Calculates fees.

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Ministry of the Environment
Public Information Centre:
Telephone: 416-325-4000
Toll-free: 1-800-565-4923
E-mail: picemail.moe@ontario.ca
www.Ontario.ca/Environment

Application Summary

Contents | General Information and Instructions | **Application Summary** | 1 Applicant Information | 2 Project Information | 3 Regulatory Requirements | 4 Site Information | 5 Facility Information | 6 Supporting Documentation and Technical Requirements | 7 Payment Information

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For Office Use Only

Reference Number

Payment Received
\$

Date (yyyy/mm/dd)

Initials

Application Summary

☒ Applicant Name ?

North Algona Wilberforce Township

☒ Project Name ?

Shaw Woods Road Waste Transfer Site

☒ Project Description Executive Summary ?

Under ECA No. 0592-772KZ2 dated October 9, 2007 the Township operates a waste transfer site at their public works yard located at 1091 Shaw Woods Road. In response to a Site Inspection Report and to address a number of site operational changes the ECA is to be amended to:

- permit a bulk waste day to allow the site to receive this waste on designated collection days
- acknowledge that during the summer months the Township vehicle is used to receive and haul household waste in the event the roll-off container is full
- to include WEEE collection

Application Summary

Contents | General Information and Instructions | **Application Summary** | 1 Applicant Information | 2 Project Information | 3 Regulatory Requirements | 4 Site Information | 5 Facility Information | 6 Supporting Documentation and Technical Requirements | 7 Payment Information

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Required Information ?

Project Name & Description	Completed (yes or no)
	Yes
Section 1: Applicant Information	Yes
Section 2: Project Information	Yes
Section 3: Regulatory Requirements	Yes
Section 4: Site Information	Yes
Section 5: Facility Information	Yes
Section 6: Supporting Documentation	Yes
Section 7: Payment Information	Yes

Fee Summary: ?

Administrative Processing	\$	100.00
Review of EPA s. 9 activities	\$	0.00
Review of EPA s. 27 activities	\$	0.00
Review of OWRA s. 53 activities	\$	0.00
Total Fee	\$	100.00

[Calculate](#)

Application Status Form Complete

The Ministry may request additional fees upon review of this application.

If you are submitting this form in print version only and are not using the smart calculation feature, please attach the fee calculation separately.

Supplemental Application Information

See help text on required information for this section. ?

In response to a request from the MOECC Ottawa District Office, the Township requires an amended ECA to approve minor changes to the site operations. The Site Development and Operational Plan has been revised to reflect the addition of WEEE collection, and changes to traffic movement and agricultural plastic wrap storage location. The amendment also requests specific changes to ECA Conditions as follows:
Condition 9.1(b)(ii) bulky waste is permitted on designated collection days
Condition 9.3(b)(i) mixed waste storage increased to 30m3 for occasional summer weekends

1 Applicant Information

Contents | General Information and Instructions | Application Summary | **1 Applicant Information** | 2 Project Information | 3 Regulatory Requirements | 4 Site Information | 5 Facility Information | 6 Supporting Documentation and Technical Requirements | 7 Payment Information

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✓ 1.1 Applicant Information ?

Applicant Name (legal name of individual or organization as evidenced by legal documents)

Business Number

North Algona Wilberforce Township

Business Name ☐ same as Applicant Name

Business Website Address:

North Algona Wilberforce Township

Applicant Type:

Primary North American Industry Classification System (NAICS) Code ?

- ☐ Corporation ☐ Federal Government
☐ Individual ☒ Municipal Government
☐ Partnership ☐ Provincial Government
☐ Sole Proprietor ☐ Other (describe):

:56

Other NAICS codes (select all that apply)

Separate list attached? ☐ Yes ☒ No

Business Activity Description

✓ 1.2 Applicant Physical Address ?

Civic Address – Street Information (includes street number, name, type and direction)

Unit Identifier (suite or unit number)

1091 Shaw Woods Road

Survey Address

Lot

Concession

Part

Reference Plan

Municipality/Unorganized Township or Territory Upper Tier/District

Province/State

Country

Postal Code/ZIP Code

North Algona Wilberforce

Renfrew

ON

Canada

K0J 1T0

Telephone Number (include area code & ext.)

Fax Number (include area code)

Mobile Number (include area code)

E-mail Address

613-628-2080

ext.

613-628-3341

publicworks@nalgona.wil.com

Geo Reference (required) ?

Description of location	Map Datum	Zone	Accuracy Estimate	Geo-Referencing Method	UTM Easting	UTM Northing
Southwest corner of property	NAD83	18	10m	Google Earth	337415.00	50545544.00
Physical location of front door or main entrance	NAD83	18	10m	Google Earth	337515.00	50545595.00

1 Applicant Information

Contents | General Information and Instructions | Application Summary | **1 Applicant Information** | 2 Project Information | 3 Regulatory Requirements | 4 Site Information | 5 Facility Information | 6 Supporting Documentation and Technical Requirements | 7 Payment Information

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✓ 1.3 Applicant Mailing Address ?

Same as Applicant Physical Address? ☐ Yes ☒ No

Civic Address – Street Information (civic numbering and street information includes street number, name, type and direction)

Unit Identifier (suite or unit number)

1091 Shaw Woods Road

Delivery Designator

Delivery Identifier

Postal Station

R.R. #1

Municipality/Unorganized Township or Territory

Province/State

Country

Postal Code/ZIP Code

Eganville

ON

Canada

K0J 1T0

✓ 1.4 Statement of the Applicant ?

I am authorized to prepare and submit this application and to make this certification. I have reviewed the complete application and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The information contained in this application is complete and accurate.
- The Technical Contact(s) identified in this application has/have been authorized to prepare certain technical material, and act on behalf of the applicant to discuss this application with the Ministry of the Environment and to provide additional information about this application to the Ministry on request.
- The information provided to the Technical Contact(s) in relation to this application is complete and accurate.

Name of Signing Authority (please print)

Title

Scott Clark

Public Works Director

Telephone Number (include area code & ext.)

Fax Number (include area code)

Mobile Number (include area code)

613-628-2080

ext.

204

613-628-3341

613-639-5612

E-mail Address

Signature

Date (yyyy/mm/dd)

publicworks@nalgona.wilberforce.com

Scott Clark

2015/04/29

1.5 Statement of the Municipality ☐ N/A ?

I, the undersigned hereby declare on behalf of the Municipality, that the Municipality has no objection to the construction of the works in the Municipality.

Name and Title (please print) **SCOTT CLARK Public Works Director**

Name of Municipality **TWP of North Algona WILBERFORCE**

Signature

Scott Clark

Date (yyyy/mm/dd)

2015/04/29

2 Project Information

Contents | General Information and Instructions | Application Summary | 1 Applicant Information | **2 Project Information** | 3 Regulatory Requirements
4 Site Information | 5 Facility Information | 6 Supporting Documentation and Technical Requirements | 7 Payment Information

502 00 Print Form

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Save Form

2.1 Reason for Application

- ☒ New ECA
☐ Amendment to existing ECA
☒ Administrative amendment to existing ECA
☐ Application for renewal of limited operational flexibility
☐ Revocation of existing ECA
☐ Consolidation of existing ECAs

Are you adding a new project type to your site or a new municipal waste category/class code to your waste management systems or a new sewage facility type? ☐ Yes ☒ No

Is this for *Transfer of Review*? ☐ Yes ☒ No

2.2 Project Type (select all that apply)

Yes	N/A		Limited Operational Flexibility?	Pilot Project?
<input type="radio"/>	<input checked="" type="radio"/>	Air – Stationary	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Air – Mobile	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Noise	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Vibration	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Disposal Site – Landfill site	N/A	<input type="checkbox"/>
<input checked="" type="radio"/>	<input type="radio"/>	Waste Disposal Site – Transfer site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Disposal Site – Processing site	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Disposal Site – Composting site	N/A	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Disposal Site – Thermal Treatment site	N/A	<input type="checkbox"/>

Yes	N/A		Limited Operational Flexibility?	Pilot Project?
<input type="radio"/>	<input checked="" type="radio"/>	Sewage – Industrial	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Sewage – Municipal	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Sewage – Private	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Management System – General Waste Management System	N/A	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Management System – Hauled Sewage (Septage)	N/A	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Management System – Soil Conditioner for transport to a site for Application on Land	N/A	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Waste Management System – Mobile Waste Processing	N/A	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Cleanup of contaminated sites – Mobile	N/A	<input type="checkbox"/>
<input type="radio"/>	<input checked="" type="radio"/>	Cleanup of contaminated sites – Site-specific	N/A	<input type="checkbox"/>

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✓ 2.3 Approval Information ?

Application initiated by:

- ☐ Applicant
 ☐ S. 20.18 Order (attach copy)
 ☐ Condition of existing approval
 ☐ Provincial Officer Order (attach copy)
 ☒ Inspection Report (attach copy)
 ☐ Other (specify):

Current Environmental Compliance Approvals that may be changed or amended by this application: ☐ N/A

Separate list attached? ☐ Yes ☒ No

Environmental Compliance Approval Number	Date of Issuance (yyyy/mm/dd)	Environmental Compliance Approval Number	Date of Issuance (yyyy/mm/dd)
0592-772KZ2	2007/10/07		

Proposed Environmental Compliance Approvals related to this project: ☒ N/A

Separate list attached? ☐ Yes ☐ No

Project type	Ministry Reference Number (if applicable)	Have submitted	Have not submitted
		<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>

✓ 2.4 Other Approval/Permits for Facility ☒ N/A ?

Separate list attached? ☐ Yes ☐ No

List all other instruments (approvals or permits) issued by the Ministry of the Environment or applied for under the Environmental Protection Act, Environmental Assessment Act, Ontario Water Resources Act and Safe Drinking Water Act, 2002 and any Environmental Activity and Sector Registrations that are relevant to this application.

Instrument Type	Instrument Number	Approval or Application Date (yyyy/mm/dd)	Instrument Type	Instrument Number	Approval or Application Date (yyyy/mm/dd)

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✓ 2.5 Technical Contacts



Technical Contact 1

Area of Responsibility (check all that apply) ☐ Air ☐ Noise/Vibration ☐ Sewage ☒ Waste

Name of Technical Contact

Kevin Mooder

Company

Jp2g Consultants Inc.

Telephone Number (include area code & ext.)

613-828-7800

ext.

209

Mobile Number (include area code)

Fax Number (include area code)

613-828-2600

E-mail Address

kmooder@jp2g.com

Address Information:



Same as Applicant Mailing Address? ☐ Yes ☒ No (If no, please provide technical contact address information below.)

Civic Address – Street Information (includes street number, name, type and direction)

1150 Morrison Drive

Unit Identifier (suite or unit number)

Suite 410

Delivery Designator

Delivery Identifier

Postal Station

Municipality/Unorganized Township or Territory

Ottawa

Province/State

ON

Country

Canada

Postal Code/ZIP Code

K2H 8S9

I have been authorized by the applicant to prepare the technical materials for the area(s) of responsibility identified above that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The technical materials contained in this application in respect of the area(s) of responsibility identified above are complete and accurate.
- I have the relevant education and experience necessary to provide this certification.

Signature

Date (yyyy/mm/dd)

2015/05/11

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☒ Technical Contact 2



Area of Responsibility (check all that apply) ☐ Air ☐ Noise/Vibration ☐ Sewage ☐ Waste

Name of Technical Contact

Company

Telephone Number (include area code & ext.)

Mobile Number (include area code)

Fax Number (include area code)

E-mail Address

Address Information:



Same as Applicant Mailing Address? ☒ Yes ☐ No (If no, please provide technical contact address information below.)

Civic Address – Street Information (includes street number, name, type and direction)

Unit Identifier (suite or unit number)

Delivery Designator

Delivery Identifier

Postal Station

Municipality/Unorganized Township or Territory

Province/State

Country

Postal Code/ZIP Code

I have been authorized by the applicant to prepare the technical materials for the area(s) of responsibility identified above that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The technical materials contained in this application in respect of the area(s) of responsibility identified above are complete and accurate.
- I have the relevant education and experience necessary to provide this certification.

Signature

Date (yyyy/mm/dd)

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☒ Technical Contact 3

?

Area of Responsibility (check all that apply) ☐ Air ☐ Noise/Vibration ☐ Sewage ☐ Waste

Name of Technical Contact

Company

Telephone Number (include area code & ext.)

Mobile Number (include area code)

Fax Number (include area code)

E-mail Address

Address Information:

?

Same as Applicant Mailing Address? ☐ Yes ☐ No (if no, please provide technical contact address information below.)

Civic Address – Street Information (includes street number, name, type and direction)

Unit Identifier (suite or unit number)

Delivery Designator

Delivery Identifier

Postal Station

Municipality/Unorganized Township or Territory

Province/State

Country

Postal Code/ZIP Code

I have been authorized by the applicant to prepare the technical materials for the area(s) of responsibility identified above that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The technical materials contained in this application in respect of the area(s) of responsibility identified above are complete and accurate.
- I have the relevant education and experience necessary to provide this certification.

Signature

Date (yyyy/mm/dd)

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✓ Technical Contact 4



Area of Responsibility (check all that apply) ☐ Air ☐ Noise/Vibration ☐ Sewage ☐ Waste

Name of Technical Contact

Company

Telephone Number (include area code & ext.)

Mobile Number (include area code)

Fax Number (include area code)

E-mail Address

ext.

Address Information:



Same as Applicant Mailing Address? ☒ Yes ☐ No (If no, please provide technical contact address information below.)

Civic Address – Street Information (includes street number, name, type and direction)

Unit Identifier (suite or unit number)

Delivery Designator

Delivery Identifier

Postal Station

Municipality/Unorganized Township or Territory

Province/State

Country

Postal Code/ZIP Code

I have been authorized by the applicant to prepare the technical materials for the area(s) of responsibility identified above that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The technical materials contained in this application in respect of the area(s) of responsibility identified above are complete and accurate.
- I have the relevant education and experience necessary to provide this certification.

Signature

Date (yyyy/mm/dd)



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☒ 3.1 Environmental Bill of Rights (EBR) Requirements ?

Is this a proposal for a prescribed instrument under the EBR? ☐ Yes ☒ No

If yes, is this proposal exempted from the EBR requirements? ☐ Yes ☐ No

If yes, please check one of the following (Please provide supporting information.)

- ☐ This proposal has been considered in a substantially equivalent process of public participation. (EBR, 1993, s.30.)
- ☐ This proposal is for an emergency situation. (EBR, 1993, s. 29.)
- ☐ This proposal is for an amendment to or revocation of an existing Environmental Compliance Approval that is not environmentally significant. (EBR, 1993, s. 22 (3).)
- ☐ This proposal has been subject to or exempted from EAA Requirements or considered in a decision of a tribunal. (EBR, 1993, s. 32.)

☒ 3.2 Environmental Assessment Act (EAA) Requirements ?

Is the proposed undertaking subject to the requirements of the EAA? ☐ Yes ☒ No

If yes, please check one of the following:

- ☐ The undertaking has fulfilled the requirements of the EAA through an exemption provided under:
 - ☐ Section _____ of Ontario Regulation No. _____ or
 - ☐ Declaration/Exemption Order Number _____

If Regulation, Declaration Order or Exemption Order does not refer directly to this undertaking, please provide supporting documentation to explain why it applies to this facility.
- ☐ The proposed undertaking has fulfilled the requirements of the EAA through the completion of a Class EA process:

Name of Class EA: _____

Schedule/Group/Category (if applicable): _____

If applicable, please submit a copy of the proof of completion (for example, Notice of Completion).

Was the undertaking subject of a Part II Order request(s)? ☐ Yes ☐ No If yes, please submit a copy of the Director's or Minister's decision letter.
- ☐ The proposed undertaking has fulfilled all of the requirements for the EAA through:
 - ☐ completion of an Environmental Screening Process pursuant to O. Reg. 101/07 of the EAA
 - ☐ completion of an Environmental Screening Process pursuant to O. Reg. 116/01 of the EAA

Was the undertaking subject of an elevation request(s)? ☐ Yes ☐ No If yes, please submit a copy of the Director's decision letter.

If an appeal was made of the Director's decision, please also submit a copy of the Minister's decision letter.

 - ☐ completion of an Environmental Screening Process pursuant to O. Reg. 231/08 of the EAA

Was the undertaking subject of an objection(s)? ☐ Yes ☐ No If yes, please submit a copy of the Minister's decision letter.
- ☐ The proposed undertaking has fulfilled the requirements of the EAA through the completion of an individual Environmental Assessment.

Please submit a copy of the signed Notice of Approval.

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✓ 3.3 Consultation/Notification ?

Are there any consultation/notification activities that you have undertaken to fulfill requirements by other legislation or through voluntary efforts?

☒ Yes ☐ No

If yes, please:

- 1) describe the consultation/notification activities below; and
- 2) attach documents describing each of these consultation/notification activities, any changes to the project as a result of these activities and any planned consultation/notification activities in the future.

Municipal Website



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4.1 Site Address or Storage Location ?

Will the vehicles or equipment be stored at more than one location? ☐ Yes ☐ No

(If yes, please enter all vehicle or equipment storage locations below and attach separate list, as necessary.)

Same as Applicant Physical Address? ☒ Yes ☐ No

Primary Civic Address – Street Information (includes street number, name, type and direction) Unit Identifier (suite or unit number)

1091 Shaw Woods Road	
Additional Civic Addresses Separate list attached? <input type="radio"/> Yes <input checked="" type="radio"/> No	Unit Identifier (suite or unit number)
Lot 2, Lake Dore Range	

Primary Survey Address

Lot	Concession	Part	Reference Plan
Additional Survey Addresses Separate list attached? <input type="radio"/> Yes <input checked="" type="radio"/> No			
Lot	Concession	Part	Reference Plan

Municipality/Unorganized Township or Territory	Upper Tier/District	Province/State	Country	Postal Code/ZIP Code
North Algona Wilberforce	Renfrew	ON	Canada	K0J 1T0

Non-address Information (includes any additional information to clarify the physical location)

--

Same as Applicant Physical Geo Reference? <input checked="" type="radio"/> Yes <input type="radio"/> No Geo Reference (required) ?						
Description of location	Map Datum	Zone	Accuracy Estimate	Geo-Referencing Method	UTM Easting	UTM Northing
Southwest corner of property	NAD83	18	10m	Google Earth	337415.00	50545544.00
Physical location of front door or main entrance	NAD83	18	10m	Google Earth	337515.00	50545595.00

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4.2 Site or Storage Location Information

Site Name Days and Hours of Operation Ministry of the Environment District Office
 Shaw Woods Road Transfer Site Saturday 9am to 3pm Ottawa District Office

Is the site (property) that is the subject of this application owned by the applicant?

If no, please include the owner's name, address and a signed document indicating that the applicant has the authority to install and operate the proposed activity, or store vehicles or equipment on the land. ☒ Yes ☐ No

Is the applicant the operating authority of the site that is the subject of this application?

If no, please include the operating authority name, address and phone number. ☒ Yes ☐ No

Is the site located in an area of development control as defined by the Niagara Escarpment Planning & Development Act (NEPDA)?

If yes, please attach a copy of the NEPDA permit for proposed activity. ☐ Yes ☒ No

Is the site within an area covered by the Oak Ridges Moraine Conservation Plan?

If yes, please attach proof of municipal planning approval for the proposed activity/work (for example, zoning by-law, letter from municipality, etc.). ☐ Yes ☒ No

4.3 Site Zoning and Classification

Current Land Use Official Plan Designation Current Zoning (Please attach zoning map, if available.)
 Public Works Yard Rural Rural

Adjacent Land Use (select all that apply)

☐ Industrial ☒ Commercial ☒ Residential
☐ Agricultural ☐ Recreational ☐ Other (specify):

Adjacent Land Zoning

Shown on Site Plan

Does the current zoning permit the proposed activity?

☒ Yes ☐ No

Does the applicant have correspondence from the municipality to confirm that the current zoning of the property permits the proposed use?

☐ Yes ☒ No If yes, please attach correspondence from the municipality.

Does the official plan designation support the proposed activity?

☒ Yes ☐ No ☐ N/A

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4.4 Point of Entry into Ontario (for waste management system vehicles that are stored at an address outside of Ontario)

?

City in closest proximity to the point of entry	Description of Point of Entry

4.5 Source Protection/Drinking Water Threats (sewage or waste disposal site applications only)

?

Check the source protection area(s) where the activity is/will be located:

- | | | | |
|-----------------------------------------------|---------------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Ausable Bayfield | <input type="checkbox"/> Grand River | <input type="checkbox"/> Raisin Region | <input type="checkbox"/> Lower Thames Valley |
| <input type="checkbox"/> Maitland Valley | <input type="checkbox"/> Kettle Creek | <input type="checkbox"/> South Nation | <input type="checkbox"/> St. Clair Region |
| <input type="checkbox"/> Cataraqui Region | <input type="checkbox"/> Long Point | <input type="checkbox"/> Grey Sauble | <input type="checkbox"/> Upper Thames River |
| <input type="checkbox"/> Central Lake Ontario | <input type="checkbox"/> Lakehead | <input type="checkbox"/> Northern Bruce Peninsula | <input type="checkbox"/> Crowe Valley |
| <input type="checkbox"/> Credit Valley | <input type="checkbox"/> Mattagami | <input type="checkbox"/> Saugeen Valley | <input type="checkbox"/> Ganaraska |
| <input type="checkbox"/> Toronto and Region | <input type="checkbox"/> Mississippi Valley | <input type="checkbox"/> Sault Ste. Marie | <input type="checkbox"/> Kawartha-Haliburton |
| <input type="checkbox"/> Essex | <input type="checkbox"/> Rideau Valley | <input type="checkbox"/> Lake Simcoe & Couchiching/Black River | <input type="checkbox"/> Lower Trent |
| <input type="checkbox"/> Halton | <input type="checkbox"/> Niagara | <input type="checkbox"/> Nottawasaga Valley | <input type="checkbox"/> Otonabee-Peterborough |
| <input type="checkbox"/> Hamilton | <input type="checkbox"/> North Bay Mattawa | <input type="checkbox"/> Severn Sound | <input checked="" type="checkbox"/> Outside a source protection area |
| <input type="checkbox"/> Catfish Creek | <input type="checkbox"/> Quinte | <input type="checkbox"/> Sudbury | |

Is the proposed activity located or planned to be located in a vulnerable area identified in a local assessment report source protection plan under the Clean Water Act, 2006?

☐ Yes ☒ No

If yes, what is/are the vulnerable area(s)/zone(s)?

- | | |
|-----------------------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> Wellhead Protection Areas | <input type="checkbox"/> Surface Water Intake Protection Zones |
| <input type="checkbox"/> Highly Vulnerable Aquifers | <input type="checkbox"/> Significant Groundwater Recharge Areas |

Is the activity being applied for identified as a significant drinking water threat in the assessment report for the local source protection area?

?

☐ Yes ☒ No

[Print Form](#)

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4.6 Receiver of Effluent Discharge (sewage applications only)

Intermediate Receiver Name

Watershed Name

☐ Surface Water ☐ Groundwater ☐ Other (specify):

Has the facility received local Conservation Authority clearance? (for stormwater management facility discharging to the natural environment)

☐ Yes ☐ N/A If yes, please include a copy of the Conservation Authority clearance.

Final Receivers ☐ N/A

Will the proposed activity discharge sewage to any of the following critical receivers?

☐ Lake Simcoe ☐ Rideau River ☐ Detroit River ☐ Other (specify):
☐ Great Lakes ☐ Rouge River ☐ Bay of Quinte

Is the receiver a Policy 2 receiver? ☐ Yes ☐ No

Do you have a Policy 2 deviation approval from the directors? ☐ Yes ☐ No If yes, please attach a copy of the Director's approval.

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5.1 Air

? IF YOUR APPLICATION DOES NOT HAVE AIR EMISSIONS PLEASE PROCEED TO SECTION 5.2

5.1.1 Summary of Equipment that Discharges Contaminants to the Air ?

(√)	Description	Number of Pieces of Equipment
<input type="checkbox"/>	Combustion equipment that uses natural gas, propane, no. 2 oil, landfill gas or sewage treatment gas for fuel for the purpose of providing comfort heating or emergency power, producing hot water or steam, or heating material in a system that does not discharge to the atmosphere (Total Heat input of all units \leq 50,000,000 kJ/hr)	N/A
<input type="checkbox"/>	Storage tanks	N/A
<input type="checkbox"/>	Welding operations that use a maximum of 10 kilograms of welding rod per hour	N/A
<input type="checkbox"/>	Combustion equipment that uses waste-derived fuel for the purpose of providing comfort heating, burning \leq 15 litres per hour	
<input type="checkbox"/>	Heat cleaning ovens used for parts cleaning and associated parts washers or degreasing equipment, other than solvent degreasing equipment	
<input type="checkbox"/>	Cooling towers	
<input type="checkbox"/>	Equipment used to control emissions of contaminants, other than a fume incinerator	
<input type="checkbox"/>	Laboratory fume hoods	
<input type="checkbox"/>	Paint spray booths and associated equipment that have a design capacity of up to 8 litres per hour of paint	
<input type="checkbox"/>	Grain dryers	
<input type="checkbox"/>	Any other equipment not listed above with a flow rate of less than or equal to 1.5 m ³ per second	
<input type="checkbox"/>	Any other equipment not listed above with a flow rate of greater than 1.5 m ³ per second	
<input type="checkbox"/>	Equipment that is subject to an Environmental Compliance Approval, and from which there is no proposed increase in the discharge of any contaminant that was previously reviewed by the Director.	N/A

5.1.2 Emission Summary and Dispersion Modelling (ESDM) Report ?

Is the review of an existing, approved ESDM required as part of this proposed application? ☐ Yes ☐ No

If yes, identify the number of emission sources described in the existing ESDM Report that emit contaminants in common with the sources forming the subject of the application (if none, enter zero).

Have all of these emission sources been described in an ESDM Report that was previously reviewed as part of an application for an existing Environmental Compliance Approval? ☐ Yes ☐ No

5.1.3 O. Reg. 419/05 Requirements ?

Which of the following sections of O. Reg. 419/05 applies to the facility?

☐ s.19 (Schedule 2) ☐ s.20 (Schedule 3) ☐ Does not apply. Please indicate reason:

Has an instrument under O. Reg. 419/05 been issued? ☐ Yes ☐ No

If yes, what type(s) of instruments (including any notices, orders or approvals) has (have) been issued? (select all that apply)

- | | |
|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| <input type="checkbox"/> ss. 4(2) Adjacent Properties | <input type="checkbox"/> ss. 20(4) Speed-up Request |
| <input type="checkbox"/> ss. 7(1) Specified Dispersion Models | <input type="checkbox"/> ss. 20(5) Speed-up Order |
| <input type="checkbox"/> ss. 8(2) Negligible Sources | <input type="checkbox"/> s. 35 Site-specific Standard |
| <input type="checkbox"/> ss. 10(2) Operating Conditions | <input type="checkbox"/> ss. 35(14) Site-specific Standard Order |
| <input type="checkbox"/> ss. 11(2) Refined Emission Rates | <input type="checkbox"/> ss. 39(3) Technical Standard Registration (Industry Standard) |
| <input type="checkbox"/> ss. 13.1 Value of Dispersion Modeling Parameters | <input type="checkbox"/> ss. 39(4) Technical Standard Registration (Equipment Standard) |
| <input type="checkbox"/> ss. 13(1) Meteorological Data | |
| <input type="checkbox"/> ss. 14(6) Area of Modelling Coverage | |
| <input type="checkbox"/> Other (list all that have been issued): | |

Is an instrument under O. Reg. 419/05 being requested as part of this application? ☐ Yes ☐ No

If yes, what type(s) of notice, order or approval is (are) being requested?

- | | |
|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> ss. 7(1) Specified Dispersion Models | <input type="checkbox"/> ss. 14(6) Area of Modelling Coverage |
| <input type="checkbox"/> ss. 8(2) Negligible Sources | <input type="checkbox"/> ss. 20(4) Speed-up Request |
| <input type="checkbox"/> ss. 10(2) Operating Conditions | <input type="checkbox"/> s. 32 Request for a Site-specific Standard Order |
| <input type="checkbox"/> ss. 11(2) Refined Emission Rates | <input type="checkbox"/> ss. 39(1)(a) Application for Technical Standard Registration (Industry Standard) |
| <input type="checkbox"/> ss. 13(1) Meteorological Data | <input type="checkbox"/> ss. 39(1)(b) Application for Technical Standard Registration (Equipment Standard). |
| <input type="checkbox"/> Other (list all that have been requested): | |

Please attach the form(s) requesting the notice(s) and/or order(s) and any additional supporting information.

Has an s.30 Upper Risk Threshold (Schedule 6) been exceeded? If yes, please include additional supporting information. ☐ Yes ☐ No

Is the facility located in a multi-tenant building? If yes, additional information may be requested. ☐ Yes ☐ No

Are all of the contaminants to which the application relates represented in the Ministry of the Environment publication titled "Summary of Standards and Guidelines to support Ontario Regulation 419: Air Pollution – Local Air Quality" or have they been screened out based on the publication titled "Jurisdictional Screening Level (JSL) List, A Screening Tool for Ontario Regulation 419: Air Pollution – Local Air Quality"? (If no, please attach Supporting Information for a Maximum Ground Level Concentration Acceptability Request for Compounds with no Ministry POI Limit – Supplement to Application for Approval, EPA S.9 (PIBS 4872)). ☐ Yes ☐ No

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5.2 Noise

IF YOUR APPLICATION DOES NOT HAVE NOISE EMISSIONS, PLEASE PROCEED TO SECTION 5.3.

5.2.1 Noise Assessment ?

Have you completed an **Acoustic Assessment Report (AAR)** or **Abbreviated Acoustic Assessment Report (A-AAR)**? ☐ Yes ☐ No

If yes, please indicate the report you have completed:

☐ **AAR** Please attach the Acoustic Assessment Report.

Does the AAR show that applicable limits are met? ☐ Yes ☐ No

If no, please attach the Acoustic Assessment Report including the Noise Abatement Action Plan.

☐ **A-AAR** Please attach the Abbreviated Acoustic Assessment Report.

Does the A-AAR show that applicable limits are met? ☐ Yes ☐ No

Note that certain conditions must be met before using the A-AAR and that the A-AAR must show that the applicable limits are met otherwise an AAR may be required.

If no, is the application eligible for **Primary or Secondary Noise Screening**? ☐ Yes ☐ No

Note that if you are not eligible for either of the screenings, you must submit either an AAR or A-AAR.

If yes, is your proposed activity described with one of the NAICS codes that are eligible for the **Primary Noise Screening**? ☐ Yes ☐ No

If yes, is the actual separation distance between the facility and the noise sensitive point of reception (POR) greater than the minimum required separation distance calculated from the **Primary Noise Screening**? ☐ Yes ☐ No

If yes, please attach the Primary Noise Screening form and supporting documentation.

Note that if the Primary Noise Screening is not successful then you may attempt to proceed with the secondary noise screening.

If no, does the **Secondary Noise Screening** report show that the applicable sound level limits are met? ☐ Yes ☐ No

If yes, please attach the Secondary Noise Screening Report and supporting documentation.

Note that if you cannot demonstrate that the applicable sound level limits are met then you must submit either an AAR or A-AAR.

Print Form

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5.2.2 Equipment Subject to Noise Review



(√)	Description	Number of Pieces of Equipment
<input type="checkbox"/>	Arc Furnaces	
<input type="checkbox"/>	Asphalt Plants	
<input type="checkbox"/>	Blow-down Devices	
<input type="checkbox"/>	Co-generation Facilities	
<input type="checkbox"/>	Crushing Operations	
<input type="checkbox"/>	Flares	
<input type="checkbox"/>	Gas Turbines	
<input type="checkbox"/>	Pressure Blowers or Large Induced Draft Fans (flow rate > 47m ³ /second or static pressure > 1.25 kilopascals)	
<input type="checkbox"/>	Any other equipment not listed above that has not previously been reviewed by the Director in connection with an application for an Environmental Compliance Approval with respect to the facility	
<input type="checkbox"/>	Any other equipment not listed above that is identical to equipment for which a noise assessment was previously reviewed by the Director in connection with an application for an Environmental Compliance Approval with respect to the facility	

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5.3 Sewage Works

? IF YOUR APPLICATION DOES NOT CONTAIN SEWAGE WORKS PLEASE PROCEED TO SECTION 5.4

5.3.1 Facility Type – Sewage Works ?

Select the type of facility that is the subject of the application (select all that apply).

☐ Sewage Treatment Plant (STP)

Further information:

☐ Primary

☐ Secondary

☐ Tertiary

☐ Receives septage

☐ Constructed/Engineered Wetlands

☐ On-site system

☐ Lagoons (check all that apply below)

☐ Septage

☐ Municipal

☐ Other (specify):

☐ Municipal or private facility

Category: ☐ New ☐ 1 ☐ 2 ☐ 3 ☐ 4

☐ Facility for the treatment of leachate

Category: ☐ New ☐ 1 ☐ 2 ☐ 3 ☐ 4

☐ Facility for the treatment of industrial process wastewater

Category: ☐ New ☐ 1 ☐ 2 ☐ 3 ☐ 4

☐ Facility for the disposal of non-contact cooling water

☐ Subsurface disposal

Please indicate the maximum design capacity of the municipal or private sewage treatment plant:

☐ ≤ 4,550 m³/day

☐ > 4,550 m³/day

Please indicate the design capacity of the subsurface disposal:

☐ ≤ 15 m³/day

☐ > 15 m³/day and < 50 m³/day

☐ > 50 m³/day

☐ Stormwater Management Facility

Category: ☐ New ☐ 1 ☐ 2 ☐ 3 ☐ 4

☐ Wet Pond

☐ Dry Pond

☐ Other (specify):

For the following, you must complete and attach the relevant sections of the pipe data form:

☐ Storm Sewers

☐ Ditches

☐ Combined Sewers

☐ Forcemains

☐ Sanitary Sewers

☐ Pumping Station

Is a Hydrogeological Assessment required? ☐ Yes ☐ No (If yes, please attach the hydrogeological assessment.)

Is a review of effluent criteria assessment for stormwater management, cooling water or soil remediation facilities required? ☐ Yes ☐ No

(If yes, please attach the final effluent criteria accepted by the Regional Office of the Ministry.)

Is a review of effluent criteria assessment for municipal or private sewage, industrial process wastewater or leachate treatment plant required? ☐ Yes ☐ No

(If yes, please attach the final effluent criteria accepted by the Regional Office of the Ministry.)

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5.3.2 Servicing

The works will provide sewage servicing for (select all that apply):

☐ Residential ☐ Subdivision ☐ Condominium ☐ Institutional ☐ Other (specify):

Is there a Municipal Responsibility Agreement in place? ☐ Yes ☐ No ☐ N/A

If yes, please attach a copy of the Municipal Responsibility Agreement.

☐ Commercial ☐ Hotel, Motel, Inn ☐ Resort ☐ Restaurant ☐ Campground, Park ☐ Shopping Malls ☐ Highway Service Station/Gas Bars ☐ Rental Cabins ☐ Other (specify):

☐ Industrial Describe:

5.3.3 Sewage Servicing for Waste Disposal/Landfill Sites

Does/Will the sewage treatment facility receive waste disposal/landfill site leachate? ☐ Yes ☐ No If yes, please identify the site(s) below.

Name of Site Contributing Leachate	Environmental Compliance Approval Number	Volume of leachate (m³)
1.		
2.		
3.		
4.		
5.		

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5.4 Waste Disposal Site

? IF YOUR APPLICATION IS NOT FOR A WASTE DISPOSAL OR PROCESSING SITE PLEASE PROCEED TO SECTION 5.5

5.4.1 Facility Description – Waste Disposal Site (information on the nature of the proposed business or activity at this site) ?

Service Area

Total Area of Site (hectares)

North Algona Wilberforce

1.48

Monitoring (select all that apply)

☐ Groundwater ☐ Surface Water ☐ Landfill Gas ☐ Leachate ☒ None ☐ Other (specify):

Type(s) of waste to be accepted at this site (select all that apply)

Subject:

☐ Hazardous Waste
☐ Liquid Industrial Waste

Non-subject:

☒ Municipal (non-hazardous)
☐ Other Liquid Waste

Municipal waste categories to be accepted at this site (select all that apply)

☐ All Categories ☒ Domestic Sources ☐ IC&I Sources ☒ Source Separated Organics ☒ Tires ☐ Leaf & Yard Waste
☐ Contaminated Soil ☐ Wood Waste ☒ Blue Box Materials ☒ Other (specify): WEEE

Other liquid waste categories to be accepted at this site (select all that apply)

☐ Processed Organics ☐ Waste from Food Processing/Preparation Operations ☐ Hauled Sewage ☐ Other (specify):

Hazardous Waste / Liquid Industrial Waste

Class Code	Class Code	Class Code	Class Code	Class Code	Class Code	Class Code	Class Code	Class Code

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5.4.2 Waste Transfer/Processing/Composting – Complete this information if waste transfer and/or processing and/or composting take(s) place at this facility

Waste Types to be Transferred or Processed	Design Capacity
<input type="checkbox"/> Hazardous waste or liquid industrial waste	<input type="radio"/> ≤ 100 tonnes per day <input type="radio"/> > 100 tonnes per day
<input checked="" type="checkbox"/> Waste other than hazardous waste and liquid industrial waste	<input checked="" type="radio"/> ≤ 100 tonnes per day <input type="radio"/> > 100 tonnes per day

Change to Operations
<input type="radio"/> No Change Proposed <input checked="" type="radio"/> Change does not require fundamental design review <input type="radio"/> Change requires fundamental design review

Liquid Waste								
Maximum Storage Capacity (m³)			Maximum Residual for Final Disposal (m³)					
Hazardous	Liquid Industrial	Other Liquid Waste	Hazardous		Liquid Industrial		Other Liquid Waste	
			Daily	Annually	Daily	Annually	Daily	Annually
		0.00					0.00	0.00

Solid Waste					
Maximum Storage Capacity (tonnes)		Maximum Residual for Final Disposal (tonnes)			
Hazardous	Non-hazardous	Hazardous		Non-hazardous	
		Daily	Annually	Daily	Annually
	8.00			4.50	235.00

Maximum Amount of Waste to be Received Daily					
Liquid (m³)			Solid (tonnes)		
Hazardous	Liquid Industrial	Other Liquid Waste	Hazardous	Non-hazardous	
				Daily	Annually
		0.00		8.00	

5 Facility Information

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5.4.3 Thermal Treatment Facility – Complete this information if thermal treatment takes place at this facility

Waste Type for Thermal Treatment	Design Capacity
<input type="checkbox"/> Hazardous waste or liquid industrial waste	<input type="radio"/> ≤ 100 tonnes per day <input type="radio"/> > 100 tonnes per day
<input type="checkbox"/> Waste other than hazardous waste and liquid industrial waste	<input type="radio"/> ≤ 100 tonnes per day <input type="radio"/> > 100 tonnes per day

Change to Operations ?
<input type="radio"/> No Change Proposed <input type="radio"/> Change does not require fundamental design review <input type="radio"/> Change requires fundamental design review

Liquid Waste								
Maximum Storage Capacity (m³)			Maximum Residual for Final Disposal (m³)					
Hazardous	Liquid Industrial	Other Liquid Waste	Hazardous		Liquid Industrial		Other Liquid Waste	
			Daily	Annually	Daily	Annually	Daily	Annually

Solid Waste					
Maximum Storage Capacity (tonnes)		Maximum Residual for Final Disposal (tonnes)			
Hazardous	Non-hazardous	Hazardous		Non-hazardous	
		Daily	Annually	Daily	Annually

Maximum Amount of Waste to be Received Daily					
Liquid (m³)			Solid (tonnes)		
Hazardous	Liquid Industrial	Other Liquid Waste	Hazardous	Non-hazardous	

Maximum Daily Feed Rate (tonnes/m³)			
Hazardous Waste (tonnes)	Non-hazardous Waste (tonnes)	Liquid Industrial Waste (m³)	Other Liquid Waste (m³)

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✓ **6.1 General** — THIS IS A LIST OF SUPPORTING INFORMATION TO THIS APPLICATION AND IS SUBJECT TO THE FIPPA AND EBR. ?

Attachment	Attached	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential* (√)
✓ Proof of legal name	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Enhanced EBR description	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Provincial Officer Notice	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Inspection Report	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Detailed project and process description	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Pre-application Consultation Record	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not necessary	<input type="checkbox"/>
Legal Survey(s)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Site Plan(s)	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Scaled area location plan(s) with geo-referencing points identified	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Documentation in support of EBR Exception	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Proof of Compliance with EAA Requirements	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Proof of Consultation/Notification	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Financial Assurance Estimate	<input type="radio"/> Yes <input checked="" type="radio"/> No	Municipality	<input type="checkbox"/>
Name, address and consent of land/site owner for the installation and operation of the proposed activity or storage location of equipment or vehicle	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Name, address and phone number of the Operating Authority	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Copy of NEPDA Permit	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Copy/Proof of Municipal Planning Approval (ORMCA, general)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Municipal Zoning Confirmation Letter	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Zoning map	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not necessary	<input type="checkbox"/>
Conservation Authority Clearance	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Director's approval for Policy 2 Deviation	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Application Fee	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

Supporting Documentation and Technical Requirements

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Attachment	Attached	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential* (✓)
A copy of this application has been sent to the Ministry Local District Office	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Explanation for confidentiality	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Other (please describe): <input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

6.2 Air

Emission Summary and Dispersion Modelling (ESDM) Report prepared in accordance with s.22 and of O. Reg. 419/05 (including signed checklist – PIBS 5357e)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Electronic copy of the Dispersion Modelling input and output files prepared in accordance with s.26 of O. Reg. 419/05	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Supporting Information for a Maximum Ground Level Concentration Acceptability Request for Compounds with no Ministry POI Limit – Supplement to Application for Approval, EPA S.9 (PIBS 4872)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Copies of forms requesting O. Reg. 419/05 instruments and supporting documentation	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Other (please describe): <input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

6.3 Noise and Vibration

Primary Noise Screening	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Secondary Noise Screening	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Abbreviated Acoustic Assessment Report including signed checklist (A-AAR)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Acoustic Assessment Report including signed checklist (AAR) (PIBS 5356e)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Vibration Assessment report	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

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Attachment	Attached	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential* (√)
Noise Abatement Action Plan	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Other (please describe): <input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

✓ **6.4 Sewage**

✓ Signed Municipal Responsibility Agreement	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Detailed description of the proposed activities/works	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Notice of Completion for the Environmental Study Report (ESR)	<input checked="" type="radio"/> Yes <input checked="" type="radio"/> No		<input type="checkbox"/>
Design Brief	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Preliminary Engineering Report	<input checked="" type="radio"/> Yes <input checked="" type="radio"/> No		<input type="checkbox"/>
Final Plans	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Engineering Drawings and Specifications	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Sewage quantity and quality characteristics	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Stormwater Management Report	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Stormwater Management Plan	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Hydrogeological Assessment	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
✓ Environmental Impact Analysis	<input checked="" type="radio"/> Yes <input checked="" type="radio"/> No		<input type="checkbox"/>
Final effluent criteria accepted by regional office of the Ministry	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Sewage Works Limited Operational Flexibility Requirements			
1. Engineer's Report	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
2. Declarations	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Pipe Design Data Form	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Other (please describe): <input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

6 Supporting Documentation and Technical Requirements

Contents | General Information and Instructions | Application Summary | 1 Applicant Information | 2 Project Information | 3 Regulatory Requirements | 4 Site Information | 5 Facility Information | **6 Supporting Documentation and Technical Requirements** | 7 Payment Information

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Attachment	Attached	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential* (√)
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6.5 Waste Disposal Sites

<input checked="" type="checkbox"/> Design and Operations Report	<input type="radio"/> Yes <input checked="" type="radio"/> No	Revised Site Plan	<input type="checkbox"/>
<input checked="" type="checkbox"/> Stormwater Management Report	<input type="radio"/> Yes <input checked="" type="radio"/> No	No impact on surface water runoff	<input type="checkbox"/>
Hydrogeological Assessment	<input type="radio"/> Yes <input type="radio"/> No		
<input checked="" type="checkbox"/> Assessment of Physical and Water Use Conditions	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable	<input type="checkbox"/>
Waste Limited Operational Flexibility Requirements			
1. Engineer's Report	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
2. Declarations	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
<input checked="" type="checkbox"/> Copy of notification to adjacent landowners	<input type="radio"/> Yes <input checked="" type="radio"/> No	Minor operational changes	<input type="checkbox"/>
Other (please describe):	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

6.6 Waste Management Systems

<input checked="" type="checkbox"/> Proof of vehicle and/or equipment ownerships	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Complete Fleet List (list of all vehicles, trailers and equipment used)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Copy of the Liability Insurance for all vehicles for which insurance is required	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Copy of BUC recommendation	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Copy of the storage tank design	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Copy of commercial vehicle licence	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
<input checked="" type="checkbox"/> Description of the physical location where the vehicles transporting biomwederal waste are being disinfected	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
<input checked="" type="checkbox"/> Drivers Training Manual (for PCB/Biomwederal Waste)	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
<input checked="" type="checkbox"/> A copy of the applicant's Operation Plan including detailed packaging and biomwederal waste handling methods	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
<input checked="" type="checkbox"/> Contingency and Emergency Procedures Plan (for PCB/Biomwederal Waste/Hauled Sewage (Septage))	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Other (please describe):	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

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Attachment	Attached	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential* (√)
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☒ **6.7 Mobile Waste Processing**

Design and Operations Report – Mobile Waste Processing of General Waste	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Design and Operations Report – Mobile Waste Processing of Liquid Waste	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Other (please describe): <input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

☒ **6.8 Cleanup of Contaminated Sites**

Design Report for Cleanup of Contaminated Sites	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>
Other (please describe): <input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No		<input type="checkbox"/>

☒ **6.9 Other Attachments**

Title	Reference	Confidential* (√)
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Are you attaching an additional list of attachments? <input type="radio"/> Yes <input checked="" type="radio"/> No	If there is not enough space to list all of the attachments included in this application package, please include an additional listing of these attachments.	

*Please note: The collection of personal information in this application is necessary to administer the Ministry's approvals program, which is authorized pursuant to the Environmental Protection Act and the Ontario Water Resources Act. The personal information collected in this application will be used to administer the program, including for the purposes of the Ministry's compliance and enforcement activities under the aforementioned acts, and for the purposes of making information in respect of Environmental Compliance Approvals available to the public with the exception of payment information. Questions about the collection of the information can be directed to a Client Service Representative, Environmental Approvals Access and Service Integration Branch, 2 St. Clair Avenue West, Floor 12A, Toronto Ontario M4V 1L5; Telephone outside Toronto 1-800-461-6290 or in Toronto 416-314-8001 or Fax 416-314-8452.

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☒ **Payment Information: Application for an Environmental Compliance Approval**

Please Note:

1. If you are completing this form by hand, you must complete and attach your fee calculations separately.
You do not need to include the supplemental fee calculations if you are filling in this form electronically.
2. If you are completing this form electronically, the fees for this application have been calculated based on the information you have provided.
The Ministry may require additional information during the review of your application that could impact the total fee required.
3. All fees should be paid in Canadian funds, payable to the *Minister of Finance*, except fees for *Transfer of Review*, which are payable to the local municipality.
4. Credit card payments are accepted for payments under \$10,000 only.
5. If you are paying by certified cheque or money order, please staple your payment to this page.
6. The information collected in this section of the form is considered confidential and will only be used to process your application fee.

Do not include this page in the copies of your application that are being provided to the Local Ministry District Office.

Amount Enclosed

Method of Payment

\$

☒ Certified Cheque☐ Money Order☐ VISA☐ MasterCard☐ American Express

Credit Card Information (if paying by VISA, MasterCard or American Express)

Name on Card (please print)

Credit Card Number

Expiry Date (mm/yyyy)

Cardholder Signature

Date (yyyy/mm/dd)

*If paying by certified cheque or money order,
please attach it here.*



Non-Hazardous Waste Transfer Processing Inspection Report

Client:	The Corporation of the Township of North Algona Wilberforce Mailing Address: Rural Route, 1, Eganville, Ontario, Canada, K0J 1T0 Physical Address: 1091 Shaw Woods Rd, North Algona Wilberforce, Township, County of Renfrew, Ontario, Canada, K0J 1T0 Telephone: (613)628-2080, FAX: (613)628-3341 Client #: 8128-4JAR2D, Client Type: Municipal Government		
Inspection Site Address:	1091 Shaw Woods Road Address: 1091 Shaw Woods Rd Lot 2 Lake Dore Range, North Algona Wilberforce, Township, County of Renfrew District Office: Ottawa GeoReference: , LIO GeoReference: Zone: 18, UTM Easting: 337472.62, UTM Northing: 5054553.0, Latitude: 45.625496, Longitude: -77.084946		
Contact Name:	Kathleen Thur	Title:	Deputy Clerk-Treasurer
Contact Telephone:	613-628-2080 ext	Contact Fax:	613-628-3341
Last Inspection Date:			
Inspection Start Date:	2012/09/06	Inspection Finish Date:	2012/09/06
Region:	Eastern		

1.0 INTRODUCTION

The Shaw Woods Transfer Station (Site) operates under the authority of the Provisional Certificate of Approval for a Waste Disposal Site Number 0592-772KZ2. Please note that as of October 31, 2011, Certificates of Approval are now referred to as Environmental Compliance Approvals (ECA) and will be referenced as such in this inspection report. The Township is a member of the Ottawa Valley Waste Recovery Centre (OVWRC) and therefore, all waste, except for the tires, is hauled to the OVWRC. The Township is a registered collector of tires under the Ontario Tire Stewardship program.

The purpose of the inspection was to assess the Site for compliance with the ECA and other applicable Ministry legislation with respect to the operation and maintenance of the transfer station. This inspection mainly focused on the operational activities at the Site which involved a site tour, discussions with Township staff, review of records (as required), and a cursory review of pertinent files at the Ottawa District Office. This inspection report reflects the observations made by the undersigned Environmental Officer during the September 6, 2012 inspection and file review. The Site was closed to the public at the time of the inspection.

2.0 INSPECTION OBSERVATIONS

Certificate of Approval Number(s): ● Yes No
 C of A Number(s): 0592-772KZ2, issued October 9, 2007.

2.1 SITE OPERATION:

Specifics:

In accordance with Condition 9.1 of the ECA, the Site is approved to accept solid, non-hazardous waste, including, but not limited to mixed domestic waste, scrap metal, blue box waste, organic waste, and tires. The Site is not approved to receive any hazardous or liquid waste, bulky waste, white goods containing refrigerants and leaf and yard waste.

Waste is received only when the Site is open to the public. Only garbage bags with the "Township Stickers" sold to residents are accepted at the Site and recyclable materials are deposited free of charge. The waste is segregated into the following waste streams: mixed domestic waste, scrap metal, blue box waste, organic waste, tires and propane cylinders. The various waste types are stored, as follows: labelled containers for the mixed domestic waste, scrap metal, and blue box waste; a designated pile on the ground for tires; a designated caged-in area for propane cylinders; and two Molok® units for organic material. No unapproved waste was observed on the Site. The Site appeared to be well maintained and no operational issues were observed at the time of the inspection. However, staff indicated the Site hosts a "Bulky Day" once a year, similar to the Berndt Road Transfer Site, which permits free deliveries of bulk waste to the Site. Condition 9.1(b) of the ECA indicates that the Site is not approved to receive bulky waste. Therefore, in order for the Township to host a "Bulky Day" at the Site, the ECA will need to be amended to allow for this. Please refer to Section 5.0 of this report.

In accordance with Condition 11.1 of the ECA, the Site is maintained in a secure manner and the entrance/exit gate is locked during non-operating hours. In accordance with Condition 11.2 of the ECA, a sign is posted and includes the following information: (a) name of Site; (b) ECA number; (c) hours of operation; (d) list of accepted wastes; and (e) 24-hour emergency phone number in the event of a complaint or emergency. The sign does not include a list of prohibited wastes. Please refer to Section 5.0 of this report.

As per Conditions 12.2, 12.3 and 12.4 of the ECA, the Township must pick up litter from the Site and along public roadways adjacent to the Site; ensure the exterior of all vehicles leaving the Site are covered and clear of waste debris such that vehicles do not drag out onto streets waste, dirt or other contaminants; and ensure that there is no queuing or parking of vehicles that are waiting to enter the Site on any roadway that is not a distinct part of the Site. Staff indicated at the time of the inspection that litter is picked up from the Site regularly; no litter was observed at the time of the inspection.

As per Condition 13.1 of the ECA, the Township shall ensure that at the start of each operating day, a visual inspection of the storage areas of the Site to ensure security and cleanliness is conducted. Any deficiencies must be remedied as soon as practical. Staff indicated at the time of the inspection that a visual inspection of the storage areas of the Site is conducted at the start of each operating day.

As per Condition 14.1(a) of the ECA, the Township shall update the property emergency procedures to include procedures to be followed in the event of a spill, fire or medical emergency at the Site. The emergency procedures were not reviewed during the inspection. Please see Section 5.0 of this report.

As per Condition 15.1 of the ECA, the Township must ensure that all employees at the Site are trained, through instruction and practise, with respect to the following areas:

- (a) terms, conditions and operating requirements of this ECA;
- (b) environmental concerns pertaining to the wastes to be accepted at the Site;
- (c) receiving and recording procedures (including recording procedures of wastes which are refused at the Site);
- (d) proper storage, handling and shipping procedures;
- (e) occupational health and safety concerns pertaining to the wastes received;
- (f) relevant waste management legislation, including but not limited to *Ontario Regulation 347, R.R.O. 1990*;
- (g) operation of equipment and procedures to be followed in the event of an emergency situation.
- (h) inspection procedures, as required under Condition 13;
- (i) nuisance impact control procedures, as required under Condition 12; and

- (j) procedures for recording and responding to public complaints.

At the time of the inspection, staff indicated training is provided to employees at the Site. Please refer to Section 5.0 of this report.

Condition 17.0 of the ECA outlines the record keeping requirements.

- As per Condition 17.1, the Township must record: the date; the type of waste transferred and destination; and the quantity of load for each load of waste transferred from the Site.
- As per Condition 17.2, for each inspection undertaken in accordance with Condition 13.1, the Township shall maintain a record which includes: the date; name and signature of *competent* employee conducting the inspection; areas inspected; any deficiencies noted during the inspection; and corrective action taken to address deficiencies.
- As per Condition 17.3, the Township must maintain a written record of the training provided in accordance with Condition 15.1. This written record must contain, at a minimum: date of training; name and signature of person who has been trained; and description of the training provided.

Staff indicated at the time of the inspection that the site attendant maintains these records, in accordance with Conditions 17.1 and 17.2, and brings the records home with him after each operating day; therefore, the records were not reviewed during the inspection. Please refer to Section 5.0 of this report.

In accordance with Condition 18.1 of the ECA, the Township submitted to the District Manager a biennial report covering 2009 and 2010 operating years by March 31, 2011.

The 2009/2010 Operations Report states:

In 2009 the following quantities of waste were received at the Site:

- 21.81 tonnes of recyclable containers
- 31.43 tonnes of recyclable fibre & cardboard
- 3.13 tonnes of mixed organics
- 8.19 tonnes of scrap metal
- 94.09 tonnes of residual waste

A total of 158.65 tonnes of waste was received at the Site. The waste diversion from landfilling rate in 2009 was approximately 41%.

In 2010, the following quantities of waste were received at the Site:

- 25.25 tonnes of recyclable containers
- 1.74 tonnes of recyclable agricultural plastic
- 33.09 tonnes of recyclable fibre & cardboard
- 4.57 tonnes of mixed organics
- 14.03 tonnes of scrap metal
- 103.27 tonnes of residual waste

A total of 181.955 tonnes of waste was received at the Site. The waste diversion from landfilling rate in 2010 was approximately 43%.

2.2 FINANCIAL ASSURANCE:

Specifics:

Financial assurance is not required for municipally operated waste disposal/transfer sites.

2.3 SITE SERVICE AREA:

Specifics:

The geographic boundaries of North Algona Wilberforce Township.

2.4 APPROVED SITE CAPACITY:

Specifics:

Condition 9.3 stipulates the following limits for the Site:

- (a) the maximum amount of waste received on Site on any one day does not exceed 30m³
- (b) the maximum amount of waste stored on Site at any one time does not exceed:
 - (i) 15m³ of mixed waste
 - (ii) 30m³ of blue box waste;
 - (iii) 15m³ of scrap metal
 - (iv) 3m³ of organic waste; and
 - (v) 98m³ of vehicular tires.

Condition 9.4 states that mixed waste shall be removed within 48 hours during the period between May 1 and October 31 inclusive and when bin capacity is reached during the period between November 1 and April 30 inclusive. All other waste materials shall be removed when the maximum approved capacity limits noted in Condition 9.3 have been reached.

Staff indicated at the time of the inspection that since the Site is open only on Saturdays, the mixed waste is picked up and transferred to OVVRC the following Monday and the recyclables are picked up and transferred to OVVRC later in the week. Staff indicated there is an extra bin for any "overflow" of waste that may be received; however, the Township must ensure the capacities outlined in Condition 9.3 of the ECA are not exceeded. Please refer to Section 5.0 of this report.

3.0 REVIEW OF PREVIOUS NON-COMPLIANCE ISSUES

Since this was the first inspection conducted at the Site, there were no outstanding non-compliance issues related to this inspection.

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?

No

Specifics:

N/A

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

No

Specifics:

N/A

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 ?

No

Specifics:

N/A

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

No

Specifics:

N/A

Was there any indication of minor administrative non-compliance?

Yes

Specifics:

- The sign posted at the entrance does not include a list of prohibited wastes, as per Condition 11.2 of the ECA.

5.0 ACTION(S) REQUIRED


Based on the above inspection findings, the Township must ensure:

1. The Site does not host a "Bulky Day" which permits deliveries of bulk waste to the Site unless the Certificate is amended to include bulky waste as an approved waste accepted at the Site. Currently, the Site is not approved to receive bulky waste, as per Condition 9.1(b) of the Certificate.
2. The Site does not exceed the capacities of the waste received or stored on-Site outlined in Condition 9.3 of the Certificate. The Certificate must be amended if additional capacity is required.
3. The sign posted at the entrance includes a list of prohibited wastes, as outlined in Condition 11.2 of the Certificate.
4. The property emergency procedures have been updated to include procedures to be followed in the event of a spill, fire or medical emergency at the Site, as per Condition 14.1(a) of the Certificate.
5. All employees at the Site are trained, through instruction and practise, with respect to the areas outlined in Condition 15.1 of the Certificate.
6. The record keeping requirements, outlined in Conditions 17.1, 17.2 and 17.3 of the Certificate, are complied with: the Township must record the date, the type of waste transferred and destination, and the quantity of load for each load of waste transferred from the Site; for each inspection undertaken in accordance with Condition 13.1, the Township shall maintain a record which includes the date, name and signature of competent employee conducting the inspection, areas inspected, any deficiencies noted during the inspection, and corrective action taken to address deficiencies; and the Township must maintain a written record of the training provided in accordance with Condition 15.1 which must contain, at a minimum the date of training, name and signature of person who has been trained, and description of the training provided.

6.0 OTHER INSPECTION FINDINGS

None at this time.

7.0 INCIDENT REPORT

Applicable
3365-8Y9LL2 

8.0 ATTACHMENTS

PREPARED BY:
Environmental Officer:
Name:
District Office:
Date:
Signature

Emily Tieu
Ottawa District Office
2012/09/18



REVIEWED BY:
District Supervisor:
Name:

Tara MacDonald

District Office: Ottawa District Office
Date: 2012/09/27

Signature: 

File Storage Number: SI RE WI SH 610

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"



Jp2g Consultants Inc.

ENGINEERS ■ PLANNERS ■ PROJECT MANAGERS

J.M. Janota, P.Eng., M.Sc.
D.R. Patrick, CET
J.E. Hunton, MCIP, RPP

June 20, 2007

Ministry of the Environment
Environmental Assessment and Approvals Branch
Floor 12A
2 St. Clair Ave. West
Toronto, ON
M4V 1L5

Attention: Tesfaye Gebrezghi, P. Eng.
Director, S.39 EPA

**Re: Shaw Woods Road
Municipal Waste Transfer Site
North Algona Wilberforce Township
Our Project No. 2006040G**

Dear Sir:

Enclosed find an Application for Approval for a New Certificate of Approval for the operation of a Waste Transfer Site. North Algona Wilberforce is a partner municipality using the services of the Ottawa Valley Waste Recovery Centre (Certificate No. A411601) and all refuse waste, organic waste and blue box recyclables are received at the Centre. The subject lands are municipally owned and have been informally used as a waste drop off centre for local residents on the weekends.

To enhance the Township's overall waste management system (they also operate a waste transfer site on Berndt Road Certificate No. A411401), a portion of the 1.48 ha municipal building/public works yard has been designated for the establishment of permanent waste/recyclable material storage facilities.

For the purpose of processing the Application, enclosed find the following:

- a duly executed Application form signed and dated June 11, 2007
- a cheque in the amount of \$1,100.00
- Site Development and Operational Plan (3 large scale)
- an 11 x 17 copy of the plan

As shown on the plan the waste storage capacities and operational guidelines for the facility are to form the plans and specifications for the approximate 875m² (25m x 35m) designated area.

In support of this application, the Township completed public consultations with the adjacent property owners to obtain their input into the design and operation of the facilities.

In this regard enclosed find the following:

- a copy of the letter sent to adjacent property owners
- copy of minutes of the meeting

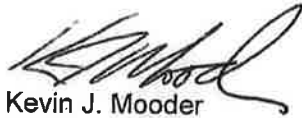
No public concerns have been expressed, and in fact the neighbours were pleased with the additional facilities being proposed and the relocation of the operation from the parking lot to the rear of the municipal building. Given the simplicity of this Application we trust a new Certificate of Approval in draft can be readily developed for Council's consideration prior to finalizing the document.

By copy of this submission we would confirm the documentation has been filed with the local Ottawa District Office.

Yours very truly,

Jp2g Consultants Inc.

Engineers • Planners • Project Managers



Kevin J. Mooder
Sr. Project Planner

KJM/dr

Encl.

c.c.: - Marilyn Schruder, Clerk
- Marc Etienne-Lesieur, MOE Ottawa



Jp2g Consultants Inc.

ENGINEERS ■ PLANNERS ■ PROJECT MANAGERS

J.M. Janota, P.Eng., M.Sc.
D.R. Patrick, CET
J.E. Hutton, MCIP, RPP

July 10, 2007

Ministry of the Environment
Environmental Assessment and Approvals Branch
Floor 12A
2 St. Clair Ave. West
Toronto, ON
M4V 1L5

Attention: Josephine De Souza
Application Processor

Re: **Shaw Woods Road
Municipal Waste Transfer Site
MOE Reference No. 9134-74HRKQ
Our Project No. 2006040G**

Dear Ms. De Souza:

In response to your review comments dated July 6, 2007 on behalf of the Township we provide the following information/documentation for clarification. For convenience we have prepared our response in accordance with the numbered items presented in your request.

1. The waste transfer facilities are situated within an 825m² area on a 1.48 ha site. All bagged household waste and recyclable materials are received in metal roll-off containers, the tires stored in a 7m x 7m segregated area, and the Moloks store organic wastes in ground. There is no measurable surface water discharge from the small area.
2. Air emissions as a result of the operation of the waste transfer site are not a concern at this site. The ingress and egress are paved surfaces and the internal road (approx. 50m length) will be constructed with a coarse granular 'B' material. No dust or noise concerns were expressed by the adjacent landowners.
3. Notices were sent out to the 8 property owners listed in the assessment roll within 120m of the municipal landholding on May 28, 2007. A public meeting was held June 11, 2007.
4. A copy of the notice and meeting minutes were included in the Application. The attached list was to accompany the Application. No verbal or written concerns were received by this writer or the Township.
5. The waste transfer operation is presently only open on Saturday for 4 hours (9:00 am to 1:00 pm) and Council may consider opening Wednesday evenings in the future. There is no merit in preparing a detailed Design and Operations Report, as the essential information is presented in the Application and/or can be included in the new Certificate of Approval.

- (1) Waste types are listed on the Site Development and Operations Plan ('the Plan')
- (2) Maximum storage capacity for waste and products is shown on the Plan. The maximum quantity of waste received at the site per day is presented in Section 7 on the application form 15.3m³ (20 yd³ on Plan).
- (3) The roll-off containers are prefabricated, Moloks are purchased at certain capacities and the tire storage is limited to 98m³.
- (4) The small site is supervised by an attendant when it is open to the public. The receiving facility, the Ottawa Valley Waste Recovery Centre (OVWRC) requires a high quality product for processing.
- (5) Noted maximum 5 to 10 hours per week, (Section 7 on the form). Maximum 2 days per week which is the equivalent of 104 days per year.
- (6) The Plan illustrates traffic flow for individual deliveries to each of the segregated waste and product storage areas. When the site is closed to the public and the storage areas are full, the municipality will haul to the OVWRC (or tires to a licensed contractor).
- (7) Solid domestic municipal waste will be removed from the site within 2 days of operation in the summer months, up to the 15.3m³ capacity in winter. Product storage times are estimated over one month, tires over a year.
- (8) Fencing and gates are shown on the Plan. The site is part of a secure public works yard.
- (9) Waste and product quantities will be reported by the municipality in tonnes as all materials are weighed at OVWRC. Tires will be counted and reported by the haulage contractor. Can be addressed by a standard condition in the Certificate requiring reporting to MOE every year.
- (10) Traffic flow shown on Plan.
- (11) Facility maintenance, inspections and training as per municipal procedures.
- (12) Decommissioning Plan will involve removal of containers and concrete barriers, regrading of storage areas to match existing ground.
- (13) The Township operates its fleet of vehicles under a Waste Management Systems Certificate to haul waste and products to licensed facilities. If OVWRC is unable to accept, the Township operates another waste transfer site with additional storage capacities.
- (14) The Township has established emergency procedures, the waste transfer facility is located on their public works yard.

We trust this is satisfactory and look forward to receiving a draft Certificate for review in order to address any other outstanding issues.

Yours very truly,
Jp2g Consultants Inc.
Engineers • Planners • Project Managers



Kevin J. Mooder
Sr. Project Planner

KJM/dr

Encl.

c.c.: - Marilyn Schruder
- Marc-Etienne Lesieur

PROPERTY OWNERS AND MAILING ADDRESS WITHIN 120 METRES OF
TOWNSHIP MUNICIPAL BUILDING ON SHAW WOODS ROAD

Mary Emma Birkett
6 Allwood Street
Brantford, ON N3R 2T8

Location: 36770 Highway 41

Laurette & Rejean Malette
P.O. Box 815
Pembroke, ON K8A 7M5

Location: 36792 Highway 41

John & Margery Reinert
R.R. #1, 36828 Highway 41
Eganville, ON K0J 1T0

Location: 36828 Highway 41

John Reinert Sand & Gravel
R.R. #1, 36828 Highway 41
Eganville, ON K0J 1T0

Location: 1120 Shaw Woods Road

Karen Schauer
R.R. #1, 36752 Highway 41
Eganville, ON K0J 1T0

Location: 36752 Highway 41

Duane Schison
R.R. #1, 36752 Highway 41
Eganville, ON K0J 1T0

William Corbett
1059 Shaw Woods Road
R.R. #1
Eganville, ON K0J 1T0

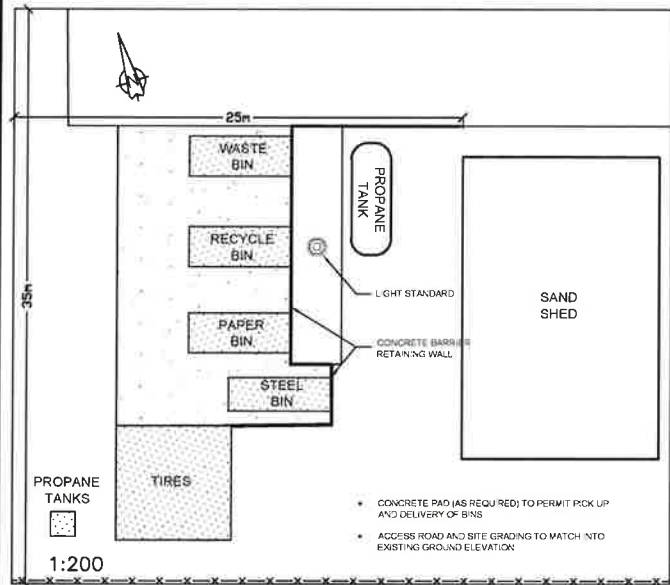
Location: 1059 Shaw Woods Road

Stephen Towns
RT 303, C 254
Shawville, QC J0X 2Y0

Location: Lake Dore Range, Lot 2

Roland Omer Poirier
1119 Shaw Woods Road
R.R. #1
Eganville, ON K0J 1T0

Location: 1119 Shaw Woods Road

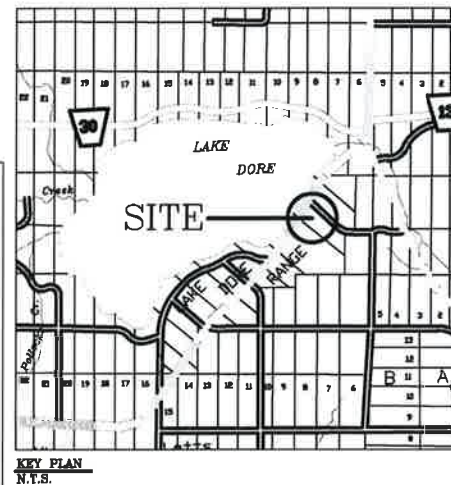
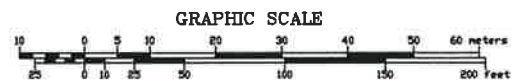
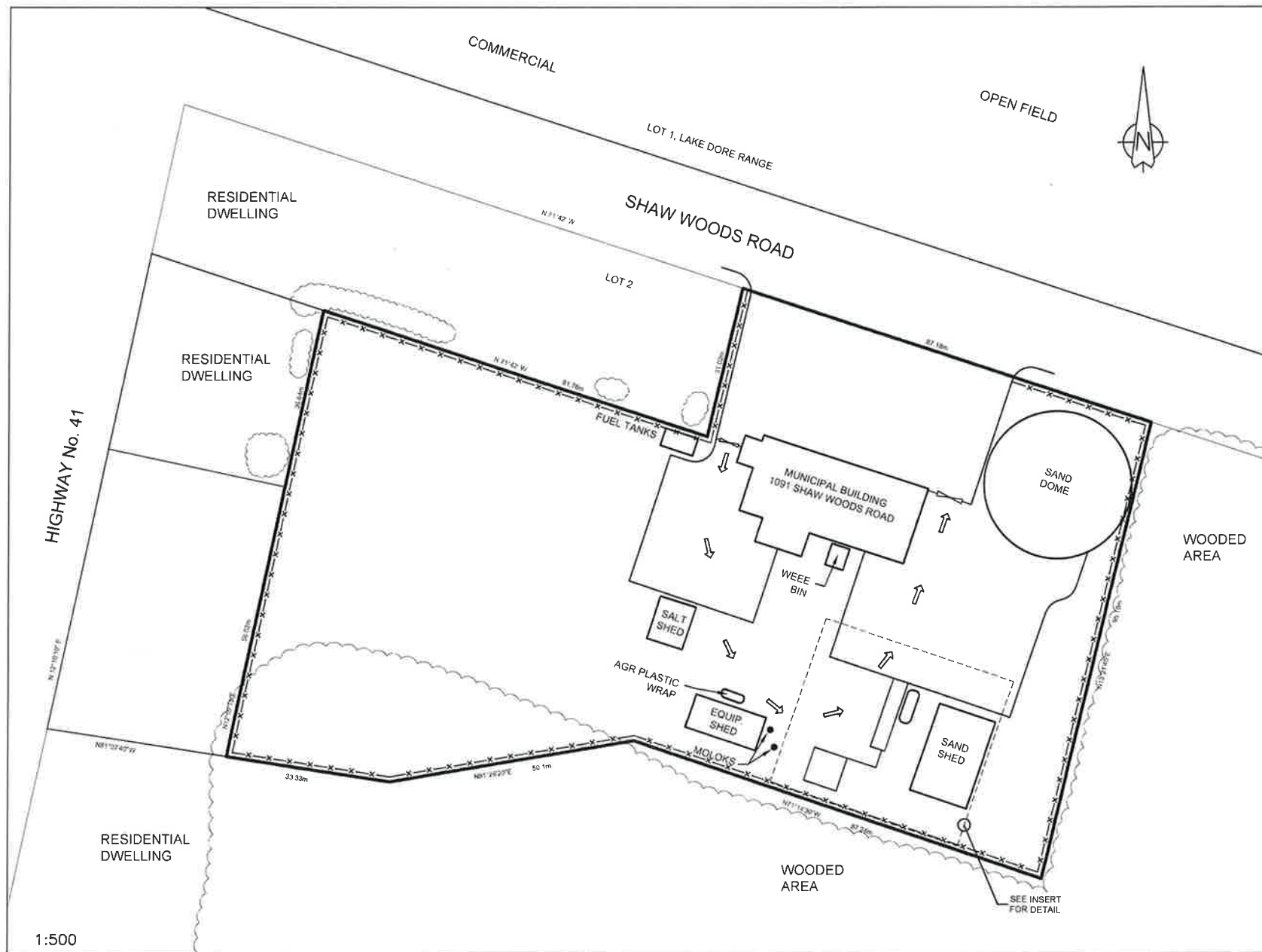


SITE STORAGE AREAS

30m³ DOMESTIC WASTE
15m³ GLASS/PLASTIC & FIBRE
15m³ CARDBOARD
15m³ SCRAP METAL
1.8m³ PROPANE TANK
15m³ WEEE
15m³ AGRICULTURE PLASTIC WRAP
11m³ ORGANICS (MOLOK)
7m x 7m x 2m MAX. HEIGHT TIRES

SITE OPERATIONS

- ONLY OPEN TO PUBLIC WHEN ATTENDANT IS ON DUTY
- WASTE REMOVED FROM THE SITE AFTER OPERATING DAY HAULED TO APPROVED LANDFILL SITE
- RECYCLABLE MATERIALS HAULED FROM THE SITE WHEN CONTAINER/STORAGE FACILITY REACHES CAPACITY
- BULK WASTE COLLECTED ON DESIGNATED DAYS



LEGEND

- EXISTING BUILDINGS AND FACILITIES
- PROPERTY LIMITS
- LIMITS OF PAVED AREA
- LIMITS OF TREELINE
- FENCING
- PROPOSED WASTE TRANSFER FACILITIES
- CONCRETE PAD OR GRAVEL
- GATE
- DIRECTION OF TRAFFIC FLOW

NOTES:

- SITE BOUNDARIES ARE DERIVED FROM PLAN No. 49R-12901 DEC. 20, 1995
- EXISTING BUILDING AND FACILITY LOCATIONS ARE APPROXIMATE BASED ON TOWNSHIP MEASUREMENTS
- WASTE TRANSFER LOCATIONS CONFIRMED IN CONSULTATION WITH TOWNSHIP
- THIS PLAN REPLACES DRAWING 1A DATED MAR. 2009, PLOTTED MARCH 16, 2009

GEOGRAPHIC TOWNSHIP OF WILBERFORCE
PART OF LOT 2, LAKE DORE RANGE

No.	DATE	BY	REVISIONS
3	MAY 2015	KJM	RM
2	MAR. 2009	KJM	
1			



Jp2g Consultants Inc.
ENGINEERS • PLANNERS • PROJECT MANAGERS

1150 MORRISON DRIVE, SUITE 410, OTTAWA, ON K2H 8S9
PHONE: 613-828-7800 FAX: 613-828-2600

DESIGNED KJM
DRAWN AJ/RM
CHECKED KJM
APPROVED KJM
SCALE AS NOTED
(2x3 VERSION)

**NORTH ALGONA WILBERFORCE
MUNICIPAL WASTE TRANSFER SITE**
SITE DEVELOPMENT & OPERATIONAL PLAN

DATE MAY 2015
PROJECT 20060400
PLOTTED 11-MAY-15
DRAWING
1B



ABOUT DEPARTMENTS COUNCIL MEETINGS OUR COMMUNITY
RATEPAYER INFO

Waste Disposal

SITES & INFORMATION

NOTE - Please do not leave your waste/recyclables at the transfer sites before hours of operation. Doing so will jeopardize the Township's Ministry of Environment Certificate.

Wood, shingles and gyproc **WILL NOT** be accepted at the Township's Transfer Sites at regular hours of operation OR at Free Bulk Days.

FREE BULK WASTE DAYS (Items can also be taken to OVWRC on these days as a part of our Bulk Day Waste Items.

- MAY 23rd, 2015 @ BERNDT ROAD SITE AND OVWRC

- AUGUST 22nd, 2015 @ SHAW WOODS SITE AND OVWRC

HOUSEHOLD BATTERIES, CELLPHONES AND RECHARGABLE BATTERIES are accepted at Transfer Sites.

GARBAGE STICKERS - Garbage Bags with **'Township Stickers'**



Township
Office

1091 Shaw
Woods Rd. RR
1
Eganville,
Ontario K0J
1T0

Office:
613.628.2080

Fax:
613.628.3341

Email:
naw@nalgonawil.com

2014 Minutes

2015 Minutes

are accepted at Ottawa Valley Waste Recovery Centre, Berndt Road Transfer Site and Shaw Woods Transfer Site for \$1.00 each.

OTTAWA VALLEY WASTE RECOVERY CENTRE

900 Waito Station Road - 613.735.7537

Hours Of Operation

April 1 to October 31	Monday to Saturday 7:00 AM - 5:00 PM
November 1 to March 31	Monday to Friday 7:30 AM - 4:00 PM Saturday 7:30 PM - 12:00 PM
Closed all public holidays	

BERNT ROAD TRANSFER STATION - 219 Berndt Road

CLOSED ON ALL PUBLIC HOLIDAYS

Hours Of Operation

	September 1st to May 24th
WINTER HOURS	Wednesday 3:00 PM - 6:00 PM
	Saturday 9:00 AM - 3:00 PM
	May 24th to August 31st
SUMMER HOURS	Monday 3:00 PM - 5:00 PM
	Wednesday 3:00 PM - 6:00 PM
	Saturday 9:00 AM - 3:00 PM

Agendas

By-Laws

Public Information

Recreation

Waste Disposal

COLLECTION POINT SERVICE - 1091 Shaw

Woods Road

CLOSED ON ALL PUBLIC HOLIDAYS

Hours Of Operation

Saturdays 9:00 AM - 3:00 PM

(bagged household waste and
recyclables)

Location

1091 Shaw Woods
Rd. RR 1
Eganville, Ontario K0J
1T0

Contact

OFFICE:

Tel: 613.628.2080

Fax: .613.628.3341

Email:

naw@nalgonawil.com

PUBLIC WORKS:

613.639.5612

FIRE DEPT:

613.633.9100 -

613.602.6101/6102

Hours

OFFICE:

Monday to Friday
8:30Am to 5:00PM

PUBLIC WORKS:

Monday to Friday
7:00AM to 3:30PM



Kevin Mooder

From: Kevin Mooder <kmooder@jp2g.com>
Sent: Thursday, October 01, 2015 2:41 PM
To: 'Valentini, Alessia (MOECC)'
Subject: RE: Minor operational changes and new additions for the Corporation of the Township of North Algona Wilberforce (MOE Ref: 1505-9WQHEZ)

Alessia

Bulk Waste Day involves the establishment of large steel roll off containers on site so that residents can dispose of furniture, mattresses, C&D waste (not including gyproc, wood and shingles), and other large waste items at no cost. The C&D materials excluded are accepted at the OVWRC at no cost if separated.

The Township has one Bulk Waste Day per year at each of their waste transfer sites, providing people with an opportunity to get rid of these materials and not pay tipping fees at the OVWRC. After the day is over the bins are transported to the OVWRC for disposal, and the Township pays the tipping fee.

Stockpiling the propane tanks separate from the scrap metal bin is for safety reasons, to minimize the potential for the collection/haulage contractor to accidentally puncture one of the tanks during loading and unloading. These tanks will not contain propane but may be under pressure if the valve is closed. Storage of the tanks is simply in a designated area on level ground, when the site is not open access is restricted by locked gates.

Kevin Mooder, MCIP, RPP

T: 613-828-7800 x209

1150 Morrison Drive, Suite 410, Ottawa, Ontario, K2H 8S9



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Keep it Clean - Go Green

From: Valentini, Alessia (MOECC) [mailto:Alessia.Valentini@ontario.ca]
Sent: Thursday, October 01, 2015 1:52 PM
To: Kevin Mooder
Subject: RE: Minor operational changes and new additions for the Corporation of the Township of North Algona Wilberforce (MOE Ref: 1505-9WQHEZ)

Hi Kevin,

Thank you for the information you have provided. I have a few more questions for you:

It has been indicated that the site would like to receive bulky waste on designated days; can you please expand on what/when a designated day is?

How will the propane tanks be safely stored?

Once again, please provide the information to me within 2 weeks. Should you require more time, please let me know.

Thank you,

Alessia Valentini

Review Engineering Assistant

Ministry of the Environment and Climate Change

Environmental Approvals Branch

Kevin Mooder

From: Kevin Mooder <kmooder@jp2g.com>
Sent: Friday, October 16, 2015 1:50 PM
To: 'Valentini, Alessia (MOECC)'
Cc: Marilyn Casselman; publicworks@nalgona.wil.com
Subject: RE: Draft Notice - Amendment to ECA No. 0592-772KZ2

Hello Alessia thank you for the draft ECA

In consultation with the Township I provide the following comments:

1. Under Site Location: delete "1091 Shaw Woods Rd" in the second line consistent with original ECA
2. 9.3 (a) add "except on bulk waste days"
3. 9.3 (b) add Agricultural Plastic 15m3, which is shown on the site plan (the site has been receiving this material since it opened)
4. 9.5(a) the ECA should not limit the bulk waste day collection to 30m3 (see below)
5. Adding items 5 and 6 to Schedule "A" is satisfactory

The Township arranges to have 2-3 additional roll off bins at the site for the annual bulk waste day, to supplement the existing storage containers and areas on site. The amount of waste and recyclables received that day will exceed the existing storage capacity on site, easily more than 30m3. This service is provided to the residents as a convenient and free means of getting rid of old furniture, unusable toys, non-recyclable C & D waste etc. It has been occurring for many years and there has never been any concerns from the adjacent landowners or the users.

Please do not hesitate to call if you have any further questions.

Kevin Mooder, MCIP, RPP

T: 613-828-7800 x209

1150 Morrison Drive, Suite 410, Ottawa, Ontario, K2H 8S9



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Keep it Clean - Go Green

From: Valentini, Alessia (MOECC) [mailto:Alessia.Valentini@ontario.ca]
Sent: Friday, October 09, 2015 10:51 AM
To: Kevin Mooder
Subject: Draft Notice - Amendment to ECA No. 0592-772KZ2

Good morning Kevin,

Please find attached a copy of a draft notice for Environmental Compliance Approval (ECA) No. 0592-772KZ2 (Shaw Woods Road Waste Transfer Site).

Please let me know if you have any questions, comments or concerns by no later than **October 23, 2015**.

Thank you,

135 St. Clair Ave. W., 5th Floor
Toronto, ON M4V 1P5
Phone: (416) 212-0104

From: Kevin Mooder [mailto:kmooder@jp2g.com]
Sent: September-30-15 2:23 PM
To: Valentini, Alessia (MOECC)
Cc: Marilyn Casselman
Subject: RE: Minor operational changes and new additions for the Corporation of the Township of North Algona Wilberforce (MOE Ref: 1505-9WQHEZ)

Hello Alessia

The 30m3 bulk waste bin and the 15m3 WEEE bin are steel.

The waste bins are hauled offsite when full, and the WEEE bin is collected by OES typically once per year, or when the bin is full.

The municipal trucks have MOECC ECA licensing for the occasional time when the bins are over capacity to permit haulage of waste to the OVWRC.

To assist in providing an overview of the entire sites' operations attached find the 2013/2014 Operations Report.

Trusting this is satisfactory

Kevin Mooder, MCIP, RPP
T: 613-828-7800 x209
1150 Morrison Drive, Suite 410, Ottawa, Ontario, K2H 8S9



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Keep it Clean - Go Green

From: Valentini, Alessia (MOECC) [mailto:Alessia.Valentini@ontario.ca]
Sent: Tuesday, September 29, 2015 1:25 PM
To: kmooder@jp2g.com
Subject: Minor operational changes and new additions for the Corporation of the Township of North Algona Wilberforce (MOE Ref: 1505-9WQHEZ)

Good afternoon,

I have been assigned to review the application submitted in request for minor operational changes and the addition of WEEE and propane tanks for Environmental Compliance Approval 0592-772KZ2. Thank you for the information you have submitted. In addition to the material sent I am requesting further information regarding the following:

What are the specifics in regards to the storage containers and plans to accommodate the changes and new additions? Please provide explanations on the size, type of material, and other details of these containers.

Please provide the information by email by Friday October 9th, 2015. If you require more time, please let me know.

Thank you,

Alessia Valentini
Review Engineering Assistant

APPENDIX C
COPIES OF TOWNSHIP RECORDS
2023-2024



Battery Recycling Specialists

**17 Invertose Drive
Port Colborne, Ontario
Canada L3K 5V5**

**North Algona Wilberforce Shaw Woods Road
1091 Shaw Woods Road
Eganville, ON
Canada K0J 1T0**

**Certification of Destruction and Recycling
Jan-01-2024 - Dec-31-2024**

Please accept this certificate as proof of receipt, destruction, and recycling of the following material.

Date	Item	Weight (Lbs.)	Weight (Kgs.)
2024-04-11	ALKALINE CELLS	167	76
2024-04-11	BUTTON CELLS	15	7
2024-04-11	LITHIUM CELLS	4	2
2024-04-11	LITHIUM ION CELLS	5	2
2024-04-11	NI-CAD - SEALED CELLS	2	1
2024-04-11	NI-CAD - SEALED TOOL PACKS	5	2
2024-04-11	NICKEL METAL HYDRIDE CELLS	25	11
2024-04-11	SEALED LEAD ACID CELLS	24	11
		<hr/> 247	<hr/> 112



Shaw Woods Waste Site Quantities 2023 & 2024
1091 Shaw Woods Road

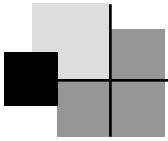
Date	Vehicles	Brush	Waste Sort Tonnes							
			Domestic	Fibre	Containers	Organics	Tires	Metal	WEEE	Batteries
Jan.3/2023			2.58							
Jan.5/2023				0.45	0.68					
Jan.9/2023			3.3	0.39	0.64					
Jan.16/2023			2.02							
Jan.17/2023				0.34	42					
Jan. 23/2023			2.08	0.3	0.45					
Jan.30/2023			2.1	0.3	0.37					
Feb.7/2023			1.43	0.18	0.28					
Feb.14/2023			2.28	0.28	0.53					
Feb.21/2023			1.88	0.24	0.37					
Feb.27/2023			1.84	0.23	0.51					
Mar.6/2023			1.63	0.15	0.29					
Mar.13/2023			2.36	0.38	0.67					
Mar.20/2023			1.96	0.44	0.2					
Mar.27/2023			2.12	0.28	0.39					
Apr.3/2023			1.99	0.26	0.4					
Apr.11/2023			2.58							
Apr.13/2023				0.31	0.52					
Apr.17/2023			2.82	0.38	0.63					
Apr.20/2023								1.2		
Apr.24/2023			2.04		0.45					
Apr.25/2023				0.28						
Apr.26/2023			2.03							
May 1/2023			2.17		0.41					
May 3/2023				0.28						
May 8/2023			2.35							
May 9/2023				0.42	0.59					
May 15/2023			2.33		0.42					
May 16/2023				0.36						
May 23/2023			2.23	0.4	0.53					
May 24/2023			0.21							
May 26/2023			0.25							
May 29/2023			2.41	0.38	0.66					
Jun.5/2023			1.87	0.37	0.52					
Jun.12/2023			2.34	0.4	0.61					
Jun.13/2023								2.08		
Jun.15/2023						0.26				
Jun.19/2023			2.25	0.51	0.52					
Jun.26/2023			2.14		0.45					
Jun.27/2023				0.47						
Jul.6/2023			5.04		0.77					
Jul.10/2023			1.97		0.87					
Jul.12/2023					0.57					
Jul.13/2023						0.25				
Jul.17/2023			2.39	0.37	0.49					
Jul.24/2023			2.63	0.41	0.48					
Jul.27/2023						0.07				
Jul.31/2024			2.57	0.43	0.52					
Aug.3/2023						0.12				
Aug.8/2023			2.77		0.62					
Aug.9/2023				0.44						

Aug.10/2023						0.04				
Aug.14/2023			2.54	0.28	0.52					
Aug.21/2023			2.65	0.37	0.53					
Aug.28/2023			2.47		0.41					
Aug.31/2023			0.48				0.14			
Sept.5/2023			2.72	0.68	0.56					
Sept.7/2023							0.2	1.91		
Sept.13/2023			2.45							
Sept.14/2023				0.43	0.52		0.05			
Sept.18/2023			2.24	0.34	0.44					
Sept.21/2023							0.05			
Sept.25/2023			2.29		0.49					
Sept.26/2023				0.4						
Oct.10/2023			3.48	0.44	0.78					
Oct.12/2023							0.12			
Oct.16/2023			2.14	0.31	0.51					
Oct.23/2023			2.35	0.4	0.53					
Oct.30/2023			2.25	0.33	0.58					
Nov.6/2023			2.3	0.34	0.55					
Nov.9/2023						0.3				
Nov.13/2023			2.05	0.27	0.44					
Nov.20/2023			2.22	0.31	0.56					
Nov.27/2023			2.63	0.31	0.59					
Dec.4/2023			1.96	0.26	0.5					
Dec.11/2023			1.97	0.29	0.4					
Dec.18/2023			2.32	0.41	0.56					
Dec.27/2023			2.42	0.29	0.44			2.75		
Jan.2/2024			2.43	0.38	0.49					
Jan.8/2024			2.27	0.34	0.48					
Jan.29/2024			4.17	0.24	0.45					
Feb.5/2024			1.82	0.24	0.48					
Feb.12/2024			2.29	0.28	0.57					
Feb.20/2024			1.74	0.25	0.43					
Mar.4/24			2.11	0.3	0.52					
Mar.5/24								1.54		
Mar.11/2024			1.75	0.22	0.38					
Mar.15/2024		0.36						0.01		
Mar.18/2024			2.16							
Mar.19/2024				0.33	0.55					
Mar.25/2024			1.53		0.39					
Mar.26/2024				0.27						
Apr.03/2024			1.97	0.14	0.42					
Apr.8/2024			2.06	0.31	0.56					
Apr.15/2024			2.12	0.36	0.47					
Apr.22/2024			2.15	0.29	0.43					
Apr.29/2024			2.27	0.34	0.49					
May 6/2024			1.83		0.43					
May 7/2024				0.42				1.82		
May 13/2024			2.08	0.47	0.57					
May 21/2024			2.14	0.39	0.49					
May 27/2024			2.39	0.4	0.6					
Jun.4/2024			2.23							
Jun.5/2023				0.48	0.49					
Jun.10/2024			2.07	0.37	0.5					
Jun.12/2024						0.19				
Jun.17/2024			2.21		0.49					

Jun.18/2024				0.34						
Jun.19/2024			0.89		0.17					
Jun.24/024			2.12	0.39	0.49					
Jul.2/2024			2.11		0.37					
Jul.3/2024				0.33						
Jul.8/2024			2.59	0.41	0.59					
Jul.9/2024								1.71		
Jul.11/2024						0.11				
Jul.15/2024			2.43	0.41	0.6					
Jul.22/2024			2.82							
Jul.23/2024				0.46	0.6					
Jul.24/2024						0.05				
Jul.29/2024			2.23	0.37	0.5					
Aug.6/2024			2.31	0.36	0.53					
Aug.12/2024			2.6	0.4	0.54			1.3		
Aug.19/2024			2.26	0.46	0.55					
Aug.26/2024			2.59	0.49	0.66					
Sept.3/2024			2.34	0.36	0.54					
Sept.9/2024			2.24	0.37	0.53					
Sept.16/24			2.2	0.3	0.46					
Sept.23/2024			2.14	0.35	0.51					
Sept.28/2024						0.43				
Sept.30/2024			2.11	0.3	0.52					
Oct.7/2024			2.14							
Oct.8/2024				0.33	0.48					
Oct.15/2024			2.19	0.33	0.43					
Oct.21/2024			2.43		0.62					
Oct.22/2024				0.41						
Oct.24/2024								1.97	1.1	
Oct.28/2024			2.31							
Oct.29/2024				0.34	0.54					
Nov.4/2024			2.24	0.38	0.53					
Nov.11/2024			2.24	0.29	0.35					
Nov.18/2024			2.16		0.54					
Nov.19/2024				0.39						
Nov.25/2024			2.35	0.37	0.51					
Nov.28/2024						0.35				
Dec.2/2024			1.8	0.25	0.46					
Dec.9/2024			2.2	0.31	0.47					
Dec.16/2024			2.03	0.34	0.56					
Dec.23/2024			2.2	0.32	0.47					
Dec.30/2024			2.41		0.52					
Dec.31/2024				0.36						
Total	0	0.36	235.36	34.23	93.64	2.17	0.56	16.29	1.1	0

APPENDIX D

COPIES OF MINISTRY INSPECTION REPORT & JP2G RESPONSE



December 4, 2012

Ministry of the Environment
Ottawa District Office
2430 Don Reid Drive
Ottawa, ON K1H 1E1

Attention: Emily Tieu
Sr. Environmental Officer

Re: Shaw Woods Road Waste Transfer Site
ECA No. 0592-772KZZ
North Algona Wilberforce Township
Our Project No. 2006040M

Dear Emily:

We acknowledge receipt of the Waste Transfer Processing Inspection Report dated September 27, 2012. In consultation with Township Staff and Council on December 3, 2012 we provide the following comments and response (in *italic*) to the Action Items in Section 5.0 of the report.

- 1) The site does not host a "Bulky Day" which permits deliveries of bulk waste to the Site unless the Certificate is amended to include bulky waste as an approved waste accepted at the Site. Currently, the Site is not approved to receive bulky waste, as per Condition 9.1(b) of the Certificate.

Township Council will file an application to amend the ECA to permit a bulky day in 2013.

- 2) The Site does not exceed the capacities of the waste received or stored on-site outlined in Condition 9.3 of the Certificate. The Certificate must be amended if additional capacity is required.

Storage capacity of all materials including the bulk waste to be reviewed and amendments requested if required.

- 3) The sign posted at the entrance includes a list of prohibited wastes, as outlined in Condition 11.2 of the Certificate.

To be addressed in 2013.

- 4) The property emergency procedures have been updated to include procedures to be followed in the event of a spill, fire or medical emergency at the Site, as per Condition 14.1(a) of the Certificate.

To be detailed in the 2011/2012 Operations Report to be filed by March 31, 2013.

- 5) All employees at the Site are trained, through instruction and practice, with respect to the areas outlined in Condition 15.1 of the Certificate.

To be detailed in the 2011/2012 Operations Report to be filed by March 31, 2013.

- 6) The record keeping requirements, outlined in Conditions 17.1, 17.2 and 17.3 of the Certificate, are complied with: the Township must record the date, the type of waste transferred and destination, and the quantity of load for each load of waste transferred from the Site; for each inspection undertaken in accordance with Condition 13.1, the Township shall maintain a record which includes the date, name and signature of competent employee conducting the inspection, areas inspected, any deficiencies noted during the inspection, and corrective action taken to address deficiencies; and the Township must maintain a written record of the training provided in accordance with Condition 15.1 which must contain, at a minimum the date of training, name and signature of person who has been trained, and description of the training provided.

The record keeping procedures will be detailed in the 2011/2012 Operations Report to be filed by March 31, 2013. To be implemented in 2013.

Yours very truly,

Jp2g Consultants Inc.
Engineers • Planners • Project Managers



Kevin Mooder, MCIP RPP
Sr. Project Planner

KJM/jlp

c.c. Kathleen Thur



Non-Hazardous Waste Transfer Processing Inspection Report

Client:	The Corporation of the Township of North Algona Wilberforce Mailing Address: Rural Route, 1, Eganville, Ontario, Canada, K0J 1T0 Physical Address: 1091 Shaw Woods Rd, North Algona Wilberforce, Township, County of Renfrew, Ontario, Canada, K0J 1T0 Telephone: (613)628-2080, FAX: (613)628-3341 Client #: 8128-4JAR2D, Client Type: Municipal Government		
Inspection Site Address:	1091 Shaw Woods Road Address: 1091 Shaw Woods Rd Lot 2 Lake Dore Range, North Algona Wilberforce, Township, County of Renfrew District Office: Ottawa GeoReference: , LIO GeoReference: Zone: 18, UTM Easting: 337472.62, UTM Northing: 5054553.0, Latitude: 45.625496, Longitude: -77.084946		
Contact Name:	Kathleen Thur	Title:	Deputy Clerk-Treasurer
Contact Telephone:	613-628-2080 ext	Contact Fax:	613-628-3341
Last Inspection Date:			
Inspection Start Date:	2012/09/06	Inspection Finish Date:	2012/09/06
Region:	Eastern		

1.0 INTRODUCTION

The Shaw Woods Transfer Station (Site) operates under the authority of the Provisional Certificate of Approval for a Waste Disposal Site Number 0592-772KZ2. Please note that as of October 31, 2011, Certificates of Approval are now referred to as Environmental Compliance Approvals (ECA) and will be referenced as such in this inspection report. The Township is a member of the Ottawa Valley Waste Recovery Centre (OVWRC) and therefore, all waste, except for the tires, is hauled to the OVWRC. The Township is a registered collector of tires under the Ontario Tire Stewardship program.

The purpose of the inspection was to assess the Site for compliance with the ECA and other applicable Ministry legislation with respect to the operation and maintenance of the transfer station. This inspection mainly focused on the operational activities at the Site which involved a site tour, discussions with Township staff, review of records (as required), and a cursory review of pertinent files at the Ottawa District Office. This inspection report reflects the observations made by the undersigned Environmental Officer during the September 6, 2012 inspection and file review. The Site was closed to the public at the time of the inspection.

2.0 INSPECTION OBSERVATIONS

Certificate of Approval Number(s): ☒ Yes ☐ No
C of A Number(s): 0592-772KZ2, issued October 9, 2007.

2.1 SITE OPERATION:

Specifics:

In accordance with Condition 9.1 of the ECA, the Site is approved to accept solid, non-hazardous waste, including, but not limited to mixed domestic waste, scrap metal, blue box waste, organic waste, and tires. The Site is not approved to receive any hazardous or liquid waste, bulky waste, white goods containing refrigerants and leaf and yard waste.

Waste is received only when the Site is open to the public. Only garbage bags with the "Township Stickers" sold to residents are accepted at the Site and recyclable materials are deposited free of charge. The waste is segregated into the following waste streams: mixed domestic waste, scrap metal, blue box waste, organic waste, tires and propane cylinders. The various waste types are stored, as follows: labelled containers for the mixed domestic waste, scrap metal, and blue box waste; a designated pile on the ground for tires; a designated caged-in area for propane cylinders; and two Molok® units for organic material. No unapproved waste was observed on the Site. The Site appeared to be well maintained and no operational issues were observed at the time of the inspection. However, staff indicated the Site hosts a "Bulky Day" once a year, similar to the Berndt Road Transfer Site, which permits free deliveries of bulk waste to the Site. Condition 9.1(b) of the ECA indicates that the Site is not approved to receive bulky waste. Therefore, in order for the Township to host a "Bulky Day" at the Site, the ECA will need to be amended to allow for this. Please refer to Section 5.0 of this report.

In accordance with Condition 11.1 of the ECA, the Site is maintained in a secure manner and the entrance/exit gate is locked during non-operating hours. In accordance with Condition 11.2 of the ECA, a sign is posted and includes the following information: (a) name of Site; (b) ECA number; (c) hours of operation; (d) list of accepted wastes; and (e) 24-hour emergency phone number in the event of a complaint or emergency. The sign does not include a list of prohibited wastes. Please refer to Section 5.0 of this report.

As per Conditions 12.2, 12.3 and 12.4 of the ECA, the Township must pick up litter from the Site and along public roadways adjacent to the Site; ensure the exterior of all vehicles leaving the Site are covered and clear of waste debris such that vehicles do not drag out onto streets waste, dirt or other contaminants; and ensure that there is no queuing or parking of vehicles that are waiting to enter the Site on any roadway that is not a distinct part of the Site. Staff indicated at the time of the inspection that litter is picked up from the Site regularly; no litter was observed at the time of the inspection.

As per Condition 13.1 of the ECA, the Township shall ensure that at the start of each operating day, a visual inspection of the storage areas of the Site to ensure security and cleanliness is conducted. Any deficiencies must be remedied as soon as practical. Staff indicated at the time of the inspection that a visual inspection of the storage areas of the Site is conducted at the start of each operating day.

As per Condition 14.1(a) of the ECA, the Township shall update the property emergency procedures to include procedures to be followed in the event of a spill, fire or medical emergency at the Site. The emergency procedures were not reviewed during the inspection. Please see Section 5.0 of this report.

As per Condition 15.1 of the ECA, the Township must ensure that all employees at the Site are trained, through instruction and practise, with respect to the following areas:

- (a) terms, conditions and operating requirements of this ECA;
- (b) environmental concerns pertaining to the wastes to be accepted at the Site;
- (c) receiving and recording procedures (including recording procedures of wastes which are refused at the Site);
- (d) proper storage, handling and shipping procedures;
- (e) occupational health and safety concerns pertaining to the wastes received;
- (f) relevant waste management legislation, including but not limited to *Ontario Regulation 347, R.R.O. 1990*;
- (g) operation of equipment and procedures to be followed in the event of an emergency situation.
- (h) inspection procedures, as required under Condition 13;
- (i) nuisance impact control procedures, as required under Condition 12; and

- (j) procedures for recording and responding to public complaints.

At the time of the inspection, staff indicated training is provided to employees at the Site. Please refer to Section 5.0 of this report.

Condition 17.0 of the ECA outlines the record keeping requirements.

- As per Condition 17.1, the Township must record: the date; the type of waste transferred and destination; and the quantity of load for each load of waste transferred from the Site.
- As per Condition 17.2, for each inspection undertaken in accordance with Condition 13.1, the Township shall maintain a record which includes: the date; name and signature of *competent* employee conducting the inspection; areas inspected; any deficiencies noted during the inspection; and corrective action taken to address deficiencies.
- As per Condition 17.3, the Township must maintain a written record of the training provided in accordance with Condition 15.1. This written record must contain, at a minimum: date of training; name and signature of person who has been trained; and description of the training provided.

Staff indicated at the time of the inspection that the site attendant maintains these records, in accordance with Conditions 17.1 and 17.2, and brings the records home with him after each operating day; therefore, the records were not reviewed during the inspection. Please refer to Section 5.0 of this report.

In accordance with Condition 18.1 of the ECA, the Township submitted to the District Manager a biennial report covering 2009 and 2010 operating years by March 31, 2011.

The 2009/2010 Operations Report states:

In 2009 the following quantities of waste were received at the Site:

- 21.81 tonnes of recyclable containers
- 31.43 tonnes of recyclable fibre & cardboard
- 3.13 tonnes of mixed organics
- 8.19 tonnes of scrap metal
- 94.09 tonnes of residual waste

A total of 158.65 tonnes of waste was received at the Site. The waste diversion from landfilling rate in 2009 was approximately 41%.

In 2010, the following quantities of waste were received at the Site:

- 25.25 tonnes of recyclable containers
- 1.74 tonnes of recyclable agricultural plastic
- 33.09 tonnes of recyclable fibre & cardboard
- 4.57 tonnes of mixed organics
- 14.03 tonnes of scrap metal
- 103.27 tonnes of residual waste

A total of 181.955 tonnes of waste was received at the Site. The waste diversion from landfilling rate in 2010 was approximately 43%.

2.2 FINANCIAL ASSURANCE:

Specifics:

Financial assurance is not required for municipally operated waste disposal/transfer sites.

2.3 SITE SERVICE AREA:

Specifics:

The geographic boundaries of North Algona Wilberforce Township.

2.4 APPROVED SITE CAPACITY:

Specifics:

Condition 9.3 stipulates the following limits for the Site:

- (a) the maximum amount of waste received on Site on any one day does not exceed 30m³
- (b) the maximum amount of waste stored on Site at any one time does not exceed:
 - (i) 15m³ of mixed waste
 - (ii) 30m³ of blue box waste;
 - (iii) 15m³ of scrap metal
 - (iv) 3m³ of organic waste; and
 - (v) 98m³ of vehicular tires.

Condition 9.4 states that mixed waste shall be removed within 48 hours during the period between May 1 and October 31 inclusive and when bin capacity is reached during the period between November 1 and April 30 inclusive. All other waste materials shall be removed when the maximum approved capacity limits noted in Condition 9.3 have been reached.

Staff indicated at the time of the inspection that since the Site is open only on Saturdays, the mixed waste is picked up and transferred to OVWRC the following Monday and the recyclables are picked up and transferred to OVWRC later in the week. Staff indicated there is an extra bin for any "overflow" of waste that may be received; however, the Township must ensure the capacities outlined in Condition 9.3 of the ECA are not exceeded. Please refer to Section 5.0 of this report.

3.0 REVIEW OF PREVIOUS NON-COMPLIANCE ISSUES

Since this was the first inspection conducted at the Site, there were no outstanding non-compliance issues related to this inspection.

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?

No

Specifics:

N/A

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

No

Specifics:

N/A

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 ?

No

Specifics:

N/A

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

No

Specifics:

N/A

Was there any indication of minor administrative non-compliance?

Yes

Specifics:

- The sign posted at the entrance does not include a list of prohibited wastes, as per Condition 11.2 of the ECA.

5.0 ACTION(S) REQUIRED


Based on the above inspection findings, the Township must ensure:

1. The Site does not host a "Bulky Day" which permits deliveries of bulk waste to the Site unless the Certificate is amended to include bulky waste as an approved waste accepted at the Site. Currently, the Site is not approved to receive bulky waste, as per Condition 9.1(b) of the Certificate.
2. The Site does not exceed the capacities of the waste received or stored on-Site outlined in Condition 9.3 of the Certificate. The Certificate must be amended if additional capacity is required.
3. The sign posted at the entrance includes a list of prohibited wastes, as outlined in Condition 11.2 of the Certificate.
4. The property emergency procedures have been updated to include procedures to be followed in the event of a spill, fire or medical emergency at the Site, as per Condition 14.1(a) of the Certificate.
5. All employees at the Site are trained, through instruction and practise, with respect to the areas outlined in Condition 15.1 of the Certificate.
6. The record keeping requirements, outlined in Conditions 17.1, 17.2 and 17.3 of the Certificate, are complied with: the Township must record the date, the type of waste transferred and destination, and the quantity of load for each load of waste transferred from the Site; for each inspection undertaken in accordance with Condition 13.1, the Township shall maintain a record which includes the date, name and signature of competent employee conducting the inspection, areas inspected, any deficiencies noted during the inspection, and corrective action taken to address deficiencies; and the Township must maintain a written record of the training provided in accordance with Condition 15.1 which must contain, at a minimum the date of training, name and signature of person who has been trained, and description of the training provided.

6.0 OTHER INSPECTION FINDINGS

None at this time.

7.0 INCIDENT REPORT

Applicable
3365-8Y9LL2 

8.0 ATTACHMENTS

PREPARED BY:

Environmental Officer:

Name:

District Office:

Date:

Signature

Emily Tieu

Ottawa District Office

2012/09/18



REVIEWED BY:

District Supervisor:

Name:

Tara MacDonald

District Office: Ottawa District Office
Date: 2012/09/27

Signature: 

File Storage Number: SI RE WI SH 610

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"