

**THE CORPORATION OF THE TOWNSHIP OF CONMEE
BY-LAW NO. 1095**

Being a By-law to regulate the disposal of waste in the Township of Conmee.

Whereas the Corporation of the Township of Conmee owns, maintains and operates a landfill site at 573 Sovereign Road (Being part of Lot 6, Concession 3).

And Whereas the Council of the Township of Conmee deems it expedient to establish, maintain and regulate a system for the disposal of waste within the Municipality and to establish procedures, regulations, policies and fees for the disposal of waste and the recycling of waste material at the landfill site.

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF CONMEE
HEREBY ENACTS THE FOLLOWING:**

1. Title, Scope and Definitions

1.1 Title

This By-law shall be cited as the "Waste Management By-law"

1.2 Scope

The provisions of this By-law shall apply to persons, lands, structures and uses within the boundaries of the Corporation of the Township of Conmee.

No person shall dispose of, or cause to be disposed of, any waste, recyclable material, refuse or garbage except in conformity with the provisions of this By-law and schedules attached hereto.

1.3 Definitions

In this By-law:

- 1.3.1 "Agricultural Waste" shall mean waste resulting from farm operations, excluding any dead animal or part thereof.
- 1.3.2 "Box Board" shall mean non-corrugated cardboard.
- 1.3.3 "Burn Area" shall mean the area in the landfill site designated by signs or otherwise for the purpose of burning.
- 1.3.4 "By-law Enforcement Officer" shall mean an officer employed by the Township whose purpose is to enforce By-laws.
- 1.3.5 "Cardboard" shall include only clean, dry corrugated cardboard, excluding all wax or plastic coated cardboard and boxboard.
- 1.3.6 "Certificate of Approval (CofA)" shall mean an environmental compliance approval as issued by the Ministry of the Environment under the Environmental Protection Act.
- 1.3.7 "Commercial" shall be defined as within the Zoning By-law for the Township of Conmee, as may be amended from time to time.
- 1.3.8 "Contaminated Soil" shall mean soil contaminated by previous use or activity that meets Ministry of the Environment approval for disposal in a municipal landfill.
- 1.3.9 "Construction Material" shall mean any material used in the creation or repair of buildings or structures, including but not limited to pressure

treated wood, asphalt shingles, drywall, insulation, vapour barrier, plastic tubing, weeping tile, flooring and carpeting.

- 1.3.10 "Contractor" shall mean the person, persons, limited company or corporation hired by a resident or owner, who for monetary compensation, is providing either construction or waste disposal services.
- 1.3.11 "Council" shall mean the Council for the Corporation of the Township of Conmee.
- 1.3.12 "Demolition Material" shall mean rubble from the full or partial destruction of a building or structure as a result of fire, pulling, pushing or tearing down.
- 1.3.13 "Designated Collection Area" shall mean a location within the landfill site as designated by a sign or otherwise.
- 1.3.14 "Disposable Waste Materials" shall mean and include garbage and refuse.
- 1.3.15 "Excess Waste" shall mean waste, refuse or garbage entering the landfill site contained within a tandem or larger size, truck or trailer that is generated from a commercial or industrial property.
- 1.3.16 "Fill Area" shall mean that operative area of the landfill site as designated by sign or otherwise.
- 1.3.17 "Garbage" shall mean and include all vegetable and animal matter subject to decay but excluding dead livestock, whether it be household, commercial or industrial waste and shall include the receptacles and wrappings in which the same is placed.
- 1.3.18 "Hazardous Waste" shall mean waste that poses substantial or potential threats to public health or the environment and generally exhibits one or more of the following characteristics: ignitable, flammable, oxidizing, corrosive, toxic, radioactive or explosive.
- 1.3.19 "Hot Ashes" shall mean the solid residue of any fuel for heating or cooking purposes and soot or other cleanings from chimneys, fireplaces or heating appliances.
- 1.3.20 "Industrial" shall mean as defined within the Zoning By-law for the Township of Conmee.
- 1.3.21 "Landfill Access Card" shall mean a card issued by the Township that authorizes a person to use the landfill site within the terms and conditions as specified in this By-law.
- 1.3.22 "Landfill Site" shall mean a waste disposal site designated and operated by the Township for the disposal of waste in accordance with the provisions of the By-law and the terms and conditions of a Certificate of Approval issued by the Ministry of the Environment.
- 1.3.23 "Landfill Attendant" shall mean the employee(s) or agent(s) appointed by the Township responsible for the supervision and operation of the landfill site and for the administration of this By-law.
- 1.3.24 "Medical Waste" shall mean any needles or sharps used for the injection of any type of drugs, as well as other medical equipment which has been designated as hazardous, including oral medications.
- 1.3.25 "Multi-residential Property" shall mean a property containing more than two residential units.

- 1.3.26 “Operating Authority” shall mean the Township of Conmee.
- 1.3.27 “Other Recyclable Waste Areas” shall mean areas for the deposit of waste materials such as paint, oil and electronics as permitted under a Certificate of Approval issued by the Ministry of the Environment and such other recyclable areas as are designated by a sign or otherwise.
- 1.3.28 “Owner” shall mean a person who is registered on a title of property under the Land Titles Act.
- 1.3.29 “Person” shall mean an individual or individuals, a partnership, a corporation or any other body or group and shall include any agent, representative or employee of any of these.
- 1.3.30 “Prohibited Waste Material” shall mean any waste other than garbage as set out in **Schedule “B”** to this By-law.
- 1.3.31 “Property” shall mean a parcel of land shown on the assessment roll of the Township of Conmee, of land assessed under the Assessment Act.
- 1.3.32 “Recyclable Waste” shall mean any material that is acceptable under the recycling program for the Township as set out in **Schedule “D”** to this By-law.
- 1.3.33 “Refuse” shall mean and include all waste materials such as crockery, glass, jars, bottles, discarded wearing apparel and any item not subject to decay other than those items accepted by recycling.
- 1.3.34 “Resident” shall mean a person whose main place of residency is a property within the Township of Conmee and shall include a tenant of said property.
- 1.3.35 “Residential” shall be defined as within the Zoning By-law for the Township of Conmee as amended from time to time, and shall include properties where there is a farming operation.
- 1.3.36 “Scavenge” shall mean the act of unauthorized removal of materials from in, around or among disposable solid waste at the landfill site.
- 1.3.37 “Scrap Metal Area” shall mean the area of the landfill site designated by signs or otherwise for the purpose of recycling scrap metal and shall include containers specified for such purpose.
- 1.3.38 “Sewage” shall mean raw human excrement.
- 1.3.39 “Tenant” shall mean a person, who is not an owner, whose main place of residency is in a dwelling unit located on a property within the Township of Conmee.
- 1.3.40 “Taxpayer” shall mean a person who is an owner of a property who may or may not reside on said property.
- 1.3.41 “Tipping Fees” shall mean the fees as established by the Council for the Township of Conmee as set out in the Consolidated Fee By-law.
- 1.3.42 “Tire Area” shall mean the area of the landfill site designated by signs or other for the purpose of placing used tires for recycling.
- 1.3.43 “Waste” shall mean garbage, refuse and other materials approved for disposal by the Ministry of the Environment, under the Environmental Protection Act.

2. Landfill Site

- 2.1 No person shall use any lands within the Township of Conmee for the purpose of a waste disposal site except lands as designated by By-law for such use by the Council of the Township of Conmee or the Ministry of the Environment.
- 2.2 The landfill sites shall be operated and maintained by the Township in accordance with the terms and conditions of the Certificate of Approval, the provisions of this By-law and the requirements of the Ministry of the Environment.
- 2.3 No person shall deposit refuse, garbage, waste, tires, scrap metal, e-waste, recycling and construction and demolition waste in the landfill site other than on those days and during those times as may be established by the Council from time to time. Notice of such dates and times and any changes thereto, shall be published by the Township.
- 2.4 Notwithstanding the provisions of this section, public access to the landfill site shall be restricted to those times when the Landfill Attendant is on duty and in attendance at the site as set out in **Schedule "A"** to this By-law.
- 2.5 No person shall trespass on the landfill site except as required to dispose or transfer material to the site in accordance with this By-law, or as is necessary to conduct lawful business with the Township during designated hours of operation of the landfill site in the presence of the Landfill Site Attendant or another authorized Municipal Official.

3. General Provisions

- 3.1 No person shall dispose of or cause to be disposed, waste at the landfill site that originates or is generated from a location or use outside of the municipal boundaries of the Township of Conmee.
- 3.2 Contaminated soil generated from outside the Township shall be permitted at the landfill site provided the following conditions are met:
- i) Authorization from the Council.
 - ii) Provision of documentation from a licensed engineer that the soil has been tested and verified to meet the requirements of the Certificate of Approval for the landfill site.
 - iii) Payment of the proscribed fee.
- 3.3 Demolition waste generated from within the Township, where a Contractor Authorization Form is not applicable, shall be permitted.
- 3.4 A Landfill Access Card is required for entrance to the landfill site in order to dispose of waste and recycling, in accordance with the terms and conditions as set out in **Schedule "A"** attached hereto and part of this By-law.
- 3.5 Contractors with authorization from the Township and an owner or resident may access the landfill site with the appropriate completed documentation to dispose of the owner or resident's waste on their behalf.
- 3.6 Persons shall dispose of permitted waste at the landfill site in accordance with the directions of the Landfill Attendant and in accordance with the provisions of **Schedule "C"** of this By-law and the Ministry of the Environment regulations.

- 3.7** No person shall place hot ashes other than in the designated area.
- 3.8** No person shall dispose of any waste, refuse, prohibited waste, scrap metal, white metal, tires, e-waste or any hazardous waste on any road, right-of-way, landfill site or public property in the Township other than as permitted by this By-law.
- 3.9** No person shall dispose of prohibited waste as listed in **Schedule "B"** of this By-law at the landfill site.
- 3.10** A By-law Enforcement Officer or an individual employed and directed by the Municipality may open such bags of garbage that are found on roads, ditches or on any municipal property where waste has been disposed and upon finding evidence that a person did so dispose of such waste, a By-law Enforcement Officer shall be notified and may lay charges.
- 3.11** No person shall dispose of any recyclable material other than in recycling containers designated by the Township for that purpose.
- 3.12** No person shall scavenge through garbage and recycling at the landfill site.
- 3.13** Nothing in this By-law prohibits the Council of the Township of Conmee from entering into an agreement with a person for the acceptance of waste outside the provisions of this By-law, provided that the waste is permitted under the Certificate of Approval and the terms of such an agreement shall prevail over this By-law.
- 3.14** For the purpose of this By-law, the definition and interpretation given in this By-law shall govern. In this By-law, "shall" is mandatory, and words in the singular include the plural and the feminine includes the masculine and vice versa.

4. Management/Operations of the Landfill Site

- 4.1** The Township may provide and designate such areas within the landfill site as it deems necessary and appropriate for the removal, temporary storage and handling and processing of all waste under this By-law.
- 4.2** Household waste (excluding demolition material and construction material) collected by a Contractor on behalf of a resident within the limits of the Township of Conmee shall be permitted to dispose of the collected waste provided the following are met:
- i) Hold a Certificate of Approval from the Ministry of the Environment for waste collection activities;
- 4.3** The landfill site shall be supervised by the Landfill Attendant during the days and hours of operation as approved by Council and as amended from time to time.
- 4.4** No person shall place waste at the landfill site except during the hours of operation or as specified in **Schedule "A"** of this By-law.

- 4.5 No person shall deposit waste at the landfill site coming from a source not prescribed on the Certificate of Approval.
- 4.6 All waste delivered to the landfill site shall be placed under the direction of the Landfill Attendant.
- 4.7 No person shall enter the landfill site for any purpose other than depositing waste and recyclable material without the prior approval of the Township.
- 4.8 Fees for the disposal of waste at the landfill site shall be established by the Council for the Township of Conmee and set out in the Fees and Charges By-law. Notice of such fees and any changes thereto shall be published by the Township and shall be applicable to all person authorized to use the landfill site.

5. Administration

- 5.1 The Landfill Attendant shall guide waste acceptance operations at the landfill site and shall enforce compliance with the provisions of the By-law.
- 5.2 Permission to dispose of waste material at the landfill site, in accordance with this By-law and without charge, may be granted to community groups undertaking litter pickup on Municipal property or for other Municipal sponsored events, at the discretion of the Council for the Township of Conmee, where such disposal is deemed to be within the public interest and not contrary to this intent of this By-law.
- 5.3 Council may authorize studies and programs and prepare policies for the maximization of the life expectancy, efficiency and effectiveness of the landfill site and the reduction, reuse and recycling of waste.
- 5.4 This By-law shall be enforced by the By-law Enforcement Officer as defined herein. For the purposes of this By-law, the By-law Enforcement Officer, or other agent designated by the Council for the Township of Conmee may inspect garbage placed on public property.

6. General Provisions

- 6.1 This By-law shall repeal and supersede any previous By-law not consistent with this By-law.
- 6.2 If for any reason, any section or clause or provision of this By-law is declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of this By-law as a whole or any part thereof except for the part which was declared to be invalid.
- 6.3 No person shall interfere with the By-law Enforcement Officer, or any other Agent authorized by the Council for the Township of Conmee when he or she is enforcing this By-law.

7. Schedules

The following Schedules attached to this By-law shall form part of this By-law:

- Schedule "A" – Landfill Site Procedures
- Schedule "B" – Prohibited Waste Materials
- Schedule "C" – Designated Areas
- Schedule "D" – Recycling Program Policy
- Schedule "E" – Authorization Forms

8. Implementation

8.1 It is intended that the use of the Landfill Access Card will begin on June 29th, 2016 however the collection of certain materials such as paint, tires and batteries may not yet have authorization from the Ministry of the Environment. The Sections of this By-law dealing with those materials will be implemented when final approval is received from the Ministry.

Read a first and second time this 12th day of April, 2016

Read a third time and finally passed this 12th day of April, 2016

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor

Clerk

**BY-LAW NO. 1095
SCHEDULE "A"**

TOWNSHIP OF CONMEE LANDFILL SITE PROCEDURES

1. Waste Acceptance

- 1.1 Upon entrance to the landfill site a person shall:
- a) stop and report to the Landfill Attendant
 - b) present a Landfill Access Card issue by the Township, together with photo identification that matches either:
 - i) the civic address on the access card; or
 - ii) a name listed on the authorized user list assigned to the access card.
 - c) Report the number and type of used tires to be placed for recycling (if applicable)
 - d) Place garbage and recyclable materials in the designated areas as directed by the Landfill Attendant.

2. Landfill Access Cards

- 2.1 A landfill access card shall be issued one per property located within the Township of Conmee.
- 2.2 One landfill access card per property shall be issued. If a person is the owner of more than one property, the access card bearing the civic address or residency shall be the one issued.
- 2.3 A landfill access card is required to access the landfill site.
- 2.4 The access card shall bear the municipal logo, be identified as a landfill access card, bear a unique card number comprised of a letter and a four digit number and contain a summary of the terms and conditions of the card's use. A tenant of a single family dwelling will be identified with a letter "T" after the card number.
- 2.5 Access cards are available at the Municipal Office during regular office hours or at other times that may be posted from time to time and subject to the following:
- a) A person must present photo identification that matches the civic address assigned to the property where the person resides.
 - b) An owner of vacant land, as verified by the Township from the assessment roll may be allowed limited access to the Landfill as necessary and only to deposit waste generated on the vacant property.
 - c) An owner or resident may authorize another resident with a valid landfill access card to pick up the access card on their behalf by completing the appropriate authorization form available at the Municipal Office or for download from the Municipal website.
- 2.6 The letter on the access card means the following:
- 2.6.1 **R** – Residential – this type of card is issued to a property containing a single family dwelling, or a unit within a multi-residential building. Included are farms. The holder of this type of card is permitted to deposit household, non-hazardous waste, recyclable material and a reasonable amount of construction/demolition material that would be generated during the renovation of an existing residential dwelling or structure.

- 2.6.2 **T** – Residential Tenant – this type of card is issued to the tenant of a property containing a single family dwelling or a unit within a single family dwelling. The holder of this type of card is permitted to deposit household, non-hazardous waste, and recyclable material. Property owners of tenanted property, if not a resident of the Township of Conmee will be authorized, in writing for limited access to the landfill site if necessary.
- 2.6.3 **C** – Commercial – this type of card will be issued to commercial properties, as identified on the assessment roll for the Township of Conmee for non-hazardous waste only (ie: paper/cardboard, recyclables etc.)
- 2.6.4 **I** – Industrial – this type of card will be issued to industrial properties, as identified on the assessment roll for the Township of Conmee for non-hazardous waste only (ie: paper/cardboard, recyclables etc.)
- 2.6.5 **B** – this type of card will be issued to contractor(s) who's business is to collect waste for a fee, from households located within the Township of Conmee and deposit it on their behalf in the landfill site. Such contractors must hold a Certificate of Approval for waste collection/transportation from the Ministry of the Environment.
- 2.6.6 Limited access will be authorized, in writing, for owners of vacant land as identified in the assessment roll for the Township of Conmee provided that the waste to be deposited in the landfill has been removed from the identified vacant property only. The property owner will be required to present identification at the Municipal Office for authorization and such authorization shall be for a limited time.
- 2.6.7 A landfill access card may be revoked without notice upon the direction of Council as expressed in a resolution for evidenced and intentional non-compliance or abuse of the landfill site regulations as set out in this By-law.

2.7 Every person who fails to secure a landfill access card to use the landfill site shall be denied access until an access card has been secured.

2.8 If an access card is lost or stolen, a replacement card will be issued by the Township by following the process as set out in subsection 2.5 of this Schedule and upon payment of the fee as set out in the Fees and Charges By-law.

2.9 Authorized Users

An Authorized User on an access card is a person whose civic address on his or her identification does not match the civic address on the access card, but who has been authorized as a user of the access card by the registered property owner(s), and who has completed the appropriate authorization form available at the Municipal Office.

2.9.1 There shall be a maximum of up to four (4) authorized users assigned to a landfill access card.

2.9.2 The onus is on the registered property owner(s) to ensure that the authorized users on a card as listed with the Township of Conmee are kept up to date at the Municipal Office.

2.9.10 Contractor Working On Behalf of an Owner or Resident

A contractor, who is working on behalf of an Owner or Resident who holds a landfill access card, may dispose of construction material and demolition material generated from a property located within the Township of Conmee boundaries, upon submission to the Landfill Attendant, a completed and signed Contractor Authorization Form available from the Municipal Office or downloaded from the Municipal website.

2.9.11 Special One-Time Access

Special one-time or limited access may be given to a person who is not the owner of a property in the following circumstances: death of the owner, illness of the owner, or other such reason as is approved by the Municipal Office.

Authorization may be given for a time period of up to a maximum of 30 days. Time extensions may be authorized upon the filing of a new form.

3. Disposal Requirements

All material disposed of at the landfill site must be sorted into the designate collection areas. Material is deemed sorted when all material that arrives in a truck, car, trailer etc. is separated and placed in the designated collection areas beyond the landfill entrance by the person accessing the site. This means the removal of all recyclable material from household garbage.

4. Hours and Days of Operations

The hours and days of operation are as follows and may change from time to time:

- i) Winter Hours – October 15 to May 14 – Wednesday 1 pm to 5 pm. Saturday from 9 am to 3 pm.
- ii) Summer Hours – May 15 to October 14 – Wednesday 3 pm to 7 pm. Saturday 9 am to 3 pm.

The landfill site will be closed on all Statutory Holidays, including Remembrance Day if the Statutory Holiday falls on a Wednesday or Saturday. The landfill site will re-open on the next regular working day.

Any person asking that the Landfill site be opened on any hours other than the normal operating hours shall make such arrangements at the Municipal Office and shall pay the hourly fee as set out in the Fees and Charges By-law, plus applicable tipping fees.

5. Record Keeping

- 6.1 The Landfill Attendant shall keep a daily record of the Landfill Access Card numbers as persons enter the landfill site. Such documents shall be referred to as the Landfill Site Attendant Access Card Log.
- 6.2 For the purpose of reporting used tire quantities and types to Ontario Tire Stewardship, the Landfill Attendant shall keep a daily log of the tires being disposed of at the landfill site. The log shall contain the Landfill Access Card number, the types and quantities of tires being disposed of, the origin of the tires and the Access Card holder's signature.
- 6.3 The Township shall provide the Landfill Attendant with an up-to-date list of authorized users for each access card.

BY-LAW NO. 1095
SCHEDULE "B"
PROHIBITED WASTE MATERIALS

1. The following materials and items shall be prohibited from disposal within any part of the landfill site:

Hazardous waste
Car bodies
Recreational vehicles including boats/ski-doo's
Farm machinery
Fluorescent bulbs
Single Use Batteries (AAA's, AA's, C's, D's, 9 volt)
Sewage
Auto shredder residue
Animal or fowl carcasses
Medical waste
Refrigeration, freezer or air conditioner units (unless tagged by a certified refrigeration specialist indicating that the Freon has been removed).

2. The following items shall be prohibited from disposal within the licensed fill area of the landfill site and must be placed within the designated areas as directed by the Landfill Attendant or as per the signage;

Recyclable waste, including number 1 and 2 plastics, aluminum cans
Corrugated cardboard
Boxboard
Scrap metal
Freon units
Tires
E-waste (electronic items)
Hot ashes
Car and Marine Batteries
Used oil
Paint
Clean wood and brush
Stoves, washers, dryers (fridges, freezers, air conditioners with Freon removed)
Metal microwaves
Hot water heaters
Dishwashers
Any other material as determined by the Landfill Attendant.

**BY-LAW NO. 1095
SCHEDULE "C"
DESIGNATED AREAS**

1. Tire Area

The following materials shall be accepted in the Tire Area under the Ontario Tire Stewardship Program:

Used Tires – must be off the rim and free of debris and shall be barrel stacked no more than 6 tires high.

2. Recyclable Waste Area

The following items will be accepted in the recyclable waste bin:

Paper (newspapers, flyers, fine paper)

Boxboard (cereal box type)

Plastic containers (number 1 and 2 plastic containers, tetra packs, milk cartons)

Aluminum cans (soda cans, soup can types)

3. E-waste Area

The following is a list of electronics that are accepted in the e-waste area under the Ontario Electronic Stewardship Program:

Display devices (TV's, computer monitors, CCTV, all-in-one computers, desktop computers including terminals/towers)

Portable computers (laptops, notepads, tablet pc's (excludes PDA's and other handheld devices))

Computer peripherals (mouse, disk drives, cables, keyboards, modems)

Printing, copying, multifunction devices (printers, photocopiers)

Telephones and answering machines (excludes commercial payphones, accessories, networked and vehicle equipment)

Cellular devices and pagers (excludes non-cell enabled PDA's, satellite phones)

Image, audio and video devices (DVD players, vehicle speakers and radios, digital picture frames, VCR's)

Any other item as determined by the Landfill Attendant.

4. Scrap Metal Bin and White Metal Area

The following material will be accepted in the Scrap Metal Bin and White Metal Area:

Scrap metal

Steel

Iron

Stoves

Washers

Clothes dryers

Hot water heaters

Dishwashers

Refrigerators (tagged with Freon removed)

Air conditioners (tagged with Freon removed)

Freezers (tagged with Freon removed)

Metal microwaves

Any other material as determined by the Landfill Attendant.

5. Battery Bin

Car batteries
Marine batteries

6. Used Paint Storage Tank

Used paint will be poured into the specified bin and the paint can will be placed in the landfill area.

7. Used Oil Storage Tank

Used oil will be poured into the specified bin and the container will be placed in the landfill area.

8. Burn Area

The following items will be placed in the burn area:

Tree branches
Clean wood waste

BY-LAW NO. 1095
SCHEDULE "D"
RECYCLING PROGRAM POLICY

1. For the purposes of this By-law, recyclable material shall include:
 - 1.1 Clean, corrugated cardboard free from any grease, food, oil and paint

Cardboard shall be flattened and deposited within the container provided.
 - 1.2 Newspapers, inserts, flyers, fine paper including office paper, envelopes, glossy magazines and catalogues, telephone directories and paperback books. No wrapping paper or construction paper.
 - 1.3 Boxboard, including spiral boxboard, kraft paper bags and paper towel/toilet paper rolls.
 - 1.4 Aluminum and steel food and beverage containers.
 - 1.5 Plastic marked with a number 1 or 2.
 - 1.6 The Township is registered as an authorized depot for the collection of Waste Electrical and Electronic Equipment (E-Waste) under the Electronic Stewardship Program.
 - 1.6.1 E-Waste as set out in Schedule "C" to this By-law shall be accepted for recycling and must be deposited within the container provided at the landfill site in compliance with the directions of the Landfill Attendant.
 - 1.7 The Township is registered as an authorized collector under the Ontario Tire Stewardship Program.
 - 1.7.1 Tires generated only from residential/farm properties are accepted. Tires generated from a business/commercial property are not eligible.
 - 1.7.2 Tires must be off the rim and free of debris.
 - 1.8 The Township is authorized to collect used paint and oil and these materials must be placed in the containers provided.
 - 1.9 Materials for the burn area must be placed in the designated area.
 - 1.10 Materials for the scrap metal collection must be placed in the container provided.

**BY-LAW NO. 1095
SCHEDULE "E"
AUTHORIZATION FORMS**

Contractor Authorization Form

Authorized User Form

Authorization to Have an Alternate Person Pick Up the Landfill Access Card

Special One-Time Use Authorized User Form



TOWNSHIP OF CONMEE

CONTRACTOR AUTHORIZATION FORM FOR USE OF LANDFILL FOR CONSTRUCTION/DEMOLITION MATERIALS

Only waste generated within the Township of Conmee is permitted to enter into the landfill site.

Name of Property Owner(s): _____

Mailing Address: _____

Access Card Number: _____

Telephone Number: _____

Origin of Waste
Civic Address: _____

I/We, the owner(s) of the aforementioned property in the Township of Conmee, hereby give authorization to the following Contractor to deposit construction material and/or demolition material at the landfill site that has **only** been generated at the above noted property on my behalf:

Signature of Property Owner

Date

CONTRACTOR INFORMATION

Business Name: _____

Address: _____

Telephone No.: _____

Name of Contractor (Please Print)

Signature of Contractor

INTERNAL USE ONLY

Approved by: _____
Name and Position

Date Approved: _____

Permit Valid Until: _____
Date



TOWNSHIP OF CONMEE

LANDFILL SITE AUTHORIZED USER FORM

To Be Completed Prior to Issuance of Access Card

**Resident/Property
Owner Name:** _____

Address: _____

Phone No.: _____

Authorized Users: _____

1. _____
2. _____
3. _____
4. _____

INTERNAL USE ONLY

ACCESS CARD NUMBER: _____

DATE ISSUED: _____



TOWNSHIP OF CONMEE

AUTHORIZATION TO HAVE ALTERNATE PERSON PICK UP LANDFILL CARD

If you are unable to attend the Municipal Office in person to pick up the new Landfill Access Card, please complete this form, sign it and give it to the person (another resident) who you are authorizing to pick up the card on your behalf.

Your First and Last Name	
Your civic address: Example: 150 Maxwell Road Kakabeka Falls, Ont. P0T 1W0	
Your Phone No.	
Name and civic address of person authorized to pick up the card on your behalf.	

By completing and signing this form, I hereby confirm that I am a resident of the Township of Conmee and authorize the above named person to pick up my landfill access card on my behalf.

Print Name

Date

Signature



TOWNSHIP OF CONMEE

LANDFILL SITE SPECIAL ONE TIME USE AUTHORIZED USER FORM

This form is to be used to request a one-time or limited time access to the landfill site when the property owner is unable to attend due to illness, death or other reasons.

Access Card No.:	
Resident, Business or Farm Name	
Civic Address:	
Phone No.:	
Authorized Users:	1.
	2.
	3.
	4.
Date Filed:	
Expiry Date: (Maximum 30 days)	

This form authorizes the use of the landfill by the above named person(s) for a period of up to 30 days. If further access is required another form must be filed with the Township.

Internal Use Only	Admin Staff Initials:
Reason: _____ Owner Deceased _____ Owner Vacation _____ Owner Illness _____ Other (Specify)	
Date Processed:	