 Committee Report

# Addendum to Report PDR-PCD-34-12

**To**: Chair Wright and Members of the Planning and Community Development Committee

**From**: Scott Taylor, Senior Planner

**Meeting Date:** June 17, 2014

**Subject: County Landfills Study – Property Access Agreement**

**Status**: Recommendation adopted by Committee as presented per Resolution PCD77-14; Endorsed by County Council July 8, 2014 per Resolution CC90-14; See Addendum No. 2 from April 21, 2015;

## Recommendation(s)

**WHEREAS the County has hired Azimuth Environmental Consulting Inc. to provide consulting services on studying former landfill sites;**

**AND WHEREAS the accepted terms of reference for the study included the possibility of site visits to private properties which may include former landfill sites, where private property access is granted;**

**NOW THEREFORE BE IT RESOLVED that Addendum to Report PDR-PCD-34-12 be received;**

**AND THAT authorization to sign the temporary property access agreements be delegated from the Warden and Clerk to the Director of Planning or his/her designate for the landfills study project;**

**AND FURTHER THAT staff be directed to distribute the temporary property access agreements to landowners for the purposes of permitting Azimuth Environmental Consulting Inc. access to private properties, should the landowners grant access through signed agreements.**

## Background

In 2013 the County issued a Request for Proposals (RFP) for consulting services to further study former landfill and dump sites within the County. Background materials including the RFP and the staff report recommending the study have been provided in the Attachments section of this report.

The successful bidder on the RFP was Azimuth Environmental Consulting Inc. The study is largely a ‘desk-top’ exercise, which looks at old airphotos, Ministry / Municipal records and researches other information sources related to former landfill sites. For some sites the study has involved some ‘fly-overs’ using a private plane while taking photos, and for other sites, it may involve site visits and site walks to examine on the ground conditions. Many of the identified former landfill or dump sites are on private property, and as such prior to permitting the consultant access to the property permission will first be needed by the landowner. County staff have modified a temporary property access agreement, which is used by Transportation Services staff, to provide a basis for the agreement which could be provided to landowners to allow the consultant access to their property. Staff are recommending that for this project the authority to sign the agreement(s) be delegated from the Warden and Clerk to the Director of Planning or his/her designate. The County solicitor has suggested that it would be sufficient to have Azimuth Environmental Consulting Inc. sign the agreement, which is why the recommendation is reads the Director of Planning or his/her designate. The site visits would involve the consultant walking the site and looking for evidence of former dump sites, limited scraping of the surface or digging may also be involved. A link to the proposed temporary property access agreement has been provided in the Attachments section of this report.

Access to the subject properties will be voluntary, and the consultant will simply avoid visiting any properties where landowners have not chosen to complete the above agreement.

## Financial / Staffing / Legal / Information Technology Considerations

As part of our agreements process the above-linked agreement was vetted through our standard corporate review process by County staff and the County solicitor and their feedback was incorporated into the agreement.

The site visits were a part of the RFP submission, which was approved within the $15,000 budgeted amount, and as such there will be no additional funds needed for this project.

Minor amounts of staff time will be needed to prepare and mail-out the letters, but this should be minimal and no different from a standard planning circulation.

## Link to Strategic Goals / Priorities

Goal 2, action 2.10 speaks to managing growth through the creation and application of sound land use planning principles. Better information on the location of former landfill or dump sites would certainly fall within this realm.

## Attachments

[RFP-PCD-08-13 Consultant Services Landfill Sites](https://greydocs.ca/urm/idcplg?IdcService=GET_FILE&dDocName=GC_201230&RevisionSelectionMethod=LatestReleased&Rendition=Web)

[Addendum 1 RFP-PCD-08-13 landfill sites](https://greydocs.ca/urm/idcplg?IdcService=GET_FILE&dDocName=GC_202066&RevisionSelectionMethod=LatestReleased&Rendition=Web)

[PDR-PCD-34-12 - Landfill Dump Site Report](https://greydocs.ca/urm/idcplg?IdcService=GET_FILE&dDocName=GC_066205&RevisionSelectionMethod=LatestReleased&Rendition=Web)

[Landfill Temporary Access Agreement](https://greydocs.ca/urm/idcplg?IdcService=GET_FILE&dDocName=GC_231453&RevisionSelectionMethod=LatestReleased&Rendition=Web)

Respectfully submitted by,

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Senior Planner

Director Sign Off: Randy Scherzer