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Gary Gerald, C.R.F.P, Director of Parks and Recreation,
Waste Management
Township of North Kawartha
P.O. Box 550, 340 McFadden Road
Apsley, Ontario
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Change Order 02: Proposed Changes to Closed Landfill Environmental Monitoring Programs

WSP has been retained by the Township of North Kawartha to complete routine environmental monitoring and reporting for seven (7) of the Township's closed landfill sites, identified as Anstruther (also an active waste transfer station); Apsley; Balmer; Clydesdale; Haultain (also an active transfer station); Lasswade; and, 620 Landfill.

Upon review of the recent annual monitoring reports and cursory review of Environmental Compliance Approvals (ECAs), WSP and the Township have identified opportunities to assess whether revisions to the existing monitoring programs may be appropriate while ensuring continued environmental compliance of each site.

The proposed feasibility study will include a review of potential revisions to the current monitoring program, including, but not limited to:

- Reduction of the number of water quality parameters;
- Reduction of the number of sampling locations;
- Reduction in sampling frequency for groundwater and surface water;
- Reduction in landfill gas monitoring requirements (where applicable); and,
- Reduction in annual monitoring reporting frequency.

The purpose of this change order is to provide additional scope and budget for WSP to complete the supporting review and prepare a clear package for discussion with the Ministry of the Environment, Conservation and Parks (MECP).

This work is considered out of scope because the current project budget is intended for routine monitoring and reporting and does not include a broader review of the monitoring programs, ECA amendment pathways, or preparation of supporting documentation for MECP consultation.



For this change order, WSP proposes the following scope of work:

- Task 1: Review and summarise the most recent Annual Monitoring Reports (AMRs) for the Township's closed landfill sites.
- Task 2: Review the applicable ECAs for each site and confirm the pathway for implementing potential changes to the monitoring program, including whether approval can be sought through the MECP District Manager.
- Task 3: Evaluate opportunities to reduce monitoring parameters, sampling locations, groundwater and surface water monitoring frequency, landfill gas monitoring requirements, and reporting frequency, based on the recent AMR recommendations and long-term monitoring trends.
- Task 4: Prepare concise supporting summaries, tables, and/or figures, as appropriate, to demonstrate stable trends, leachate-indicator parameter behaviour, surface water and groundwater quality trends, landfill gas trends where applicable, and trigger mechanism history.
- Task 5: Prepare one letter for each closed landfill summarising the recommended revisions and supporting rationale for review by the Township and discussion with MECP.
- Task 6: Support the Township during MECP consultation, if required, including attendance at up to one meeting per landfill to discuss the proposed monitoring program revisions.

1.1.1 Assumptions and Exclusions

Assumptions

- The review will be completed as a desktop assessment using existing AMRs, ECAs, monitoring data summaries, and other readily available project documentation.
- The letters will restate and support recommendations from the recent AMRs, with additional supporting data summaries or figures where needed.
- The scope includes review of the monitoring program, monitoring frequency, parameter suites, reporting frequency, trigger mechanisms, and ECA requirements for each closed landfill.
- MECP consultation support is limited to the effort included in the lump sum budget and assumes no extensive follow-up studies are required.

Exclusions

- No field visits, field measurements, surveying, sampling, or laboratory analysis are included in this change order.
- No new hydrogeological assessment, assimilative capacity assessment, statistical trend analysis beyond readily available summaries, or formal design work is included.
- Preparation and submission of a formal ECA amendment application is excluded unless separately authorised.



- Additional MECP meetings, additional rounds of revisions, or requests for new analyses beyond the scope described above may require a further scope change.

1.2 Deliverables

WSP will prepare the following deliverables:

- One letter for each closed landfill summarising the recommended monitoring program revisions and supporting rationale.
- Supporting tables and/or figures, where appropriate, showing relevant groundwater, surface water, landfill gas, and trigger mechanism information used to support the recommendations.
- A summary of the applicable ECA pathway for implementing proposed monitoring program changes.
- Support for the Township during MECP consultation, if required.

1.3 Project Cost and Schedule

This workplan will be completed on a lump sum basis. The cost to complete this task is **\$10,000** excluding applicable taxes.

WSP is available to initiate this scope immediately following authorisation by the Township. The letters are anticipated to be prepared prior to the end of October 2026, subject to authorisation and timely access to relevant project documentation. MECP meetings, if required, may be arranged through fall 2026.

1.4 Closure

We trust that this scope of work meets your needs for this project. For any questions or concerns, please contact Tracy Meldrum (tracy.meldrum@wsp.com).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tracy Meldrum'.

Tracy Meldrum, M.Sc., P.Geo.
Senior Hydrogeologist, Waste Team Lead - Acting