

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 7, 2016

Item 7, Report No. 26, of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on June 7, 2016.

7

SEWER USE BY-LAW UPDATE

The Committee of the Whole (Working Session) recommends approval of the recommendation contained in the following report of the Deputy City Manager, Public Works, and the Director of Environmental Services, dated June 1, 2016:

Recommendation

The Deputy City Manager, Public Works, and the Director of Environmental Services in consultation with the Director, By-law & Compliance, Licensing & Permit Services and City Solicitor recommend:

1. That Council adopt an updated Sewer Use By-law to protect the environment and public health, as described in this report and substantially set out in Attachment “1”; and
2. That Council repeal the current Sewer Use By-law (No. 12-74), as amended.

Contribution to Sustainability

The revised Sewer Use By-law and corresponding Sewer Compliance Program contributes to the goals and objectives of *Green Directions Vaughan*, the City's Community Sustainability Environmental Master Plan, specifically:

- Objective 1.3: To support enhanced standards of stormwater management at the City and work with others to care for Vaughan's watershed and action 1.3.6 updating the sanitary sewer use by-law;
- Objective 6.1: To fully support the implementation of *Green Directions Vaughan* at all levels of the City operations by continuing to work with York Region and other area municipalities to coordinate policies, where beneficial, and to develop common and coordinated monitoring criteria.

The updated sewer use by-law will be of benefit to citizens and business in the City by protecting the environment and public health, and minimizing costs for sewer pipe repair, replacement, operations and maintenance

Certain discharges from businesses can harm a sewer pipe by causing holes and other problems which prematurely age the pipe. Other discharges can cause build-up inside the pipe which could lead to sewage backing up into homes or into the natural environment. The by-law is being modified to extend the useful life of the sewer pipes and other sewer infrastructure to reduce the need to repair or replace infrastructure earlier than planned.

The Sewer Use By-law and the sewer compliance program embedded within the By-law will help reduce the impact of industrial, commercial and institutional discharges on sewer infrastructure. By minimizing impact on sewer infrastructure, citizens will experience a wastewater system that is more reliable, less expensive to maintain and incurs less repair and replacement costs. From a public health perspective, these actions will continue to ensure that deleterious substances do not impact the water supply, as Lake Ontario is used as a water source and a treated wastewater discharge point.

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Economic Impact

There is no financial impact as a result of the recommendations of this report beyond those already identified and approved in previous budgets. An Additional Resource request (ARR) was approved in the 2014 budget for a full time equivalent to support enhanced Sewer use bylaw activities related to ongoing investigation and enforcement. Also, the costs associated with equipment and sampling for implementation of the proposed Sewer Use By-law have been approved in the 2016 Water and Wastewater budget.

Communications Plan

Working with Economic Development, Corporate Communications, York Region and the Vaughan Chamber of Commerce, Environmental Services staff invited industrial, commercial and other business owners through direct email and social media to a public information and education awareness session. The proposed revisions to the Sewer Use By-law and Sewer Compliance Program/Mechanisms were introduced, and feedback was received in support of the recommended changes.

Implementation Plan – Communication Tactics

The implementation plan includes communication tactics to inform industrial, commercial and other business owners of key changes to the Sewer Use By-law and related programs.

The following communications tactics will be implemented if Council approves the Sewer Use Bylaw:

- updates to the website with relevant information factsheets, case studies and contact information to be complete by Q3
- social media messaging around the approval of the Sewer Use By-law
- promotion in the City's eNewsletter *City Update* and a story on the City's blog
- a Frequently Asked Questions(FAQs) document will be developed to address the types of questions the City anticipates receiving, such as the relationship to the Region of York's Sewer Use program.

Environmental Services will prepare key messages that can be verbally communicated to industrial, commercial and other business owners by key partners Citywide and assist with addressing the call volume that may result.

This activity will involve working with key partners such as Economic Development, Corporate Communications, Access Vaughan, Council Secretariat as well as external agencies such as the Vaughan Chamber of Commerce and other industry associations to communicate the Sewer Use By-law message. Access Vaughan staff, Councillors and Council Executive Assistants will be provided with key messages in order to effectively handle calls from the public. The communication material will be presented in a simple, clear and consistent language in a variety of forms, including print, digital, web and social media.

Purpose

This report describes the need for updating the current Sewer-Use Bylaw (No. 12-74) and seeks Council's approval for the proposed Sewer Use By-law. The report also provides Council with an outline of Vaughan's Sewer Use By-law and related programs which has been developed in line and to be compatible with the Region of York's sewer use by-law.

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Background – Analysis and Options

Vaughan's Current Sewer Use By-law and Limitations

The current Sewer By-law (No. 12-74) was enacted on February 4, 1974. The By-law was developed based on an early Ministry of Environment (MOE) Model Sewer Use By-law. The by-law is outdated and has limited provisions to deal with current development practices, sewer use situations, service connection requests, and enforcement matters, including associated fines and service fees relating to violations. Please refer to Table 1 below that highlights the changes between the new proposed Sewer use by-law and the old by-law.

Table 1: Sewer Use By-law Comparison

Category	Current Sewer Use By-law (12-74)	Updated Sewer Use By-law
Discharge parameter limits	Discharge parameters and limits permitted into sanitary/storm with less stringent limits (i.e. Total Suspended Solids (TSS) – 500ppm)	Discharge parameters and limits permitted into sanitary/storm with more stringent limits (Total Suspended Solids (TSS) -400 ppm)
Environmental protection	<u>Metals</u> Only six (6) discharge parameters (i.e. Nickel, Iron) <u>Organics</u> Generic wording	<u>Metals</u> Seventeen (17) types with more stringent limits <u>Organics</u> Twenty (20) types listed
Offences	Generic wording	Contravention and Offences are specified in detail
Penalties	Maximum up to \$1,000 for a violation	Maximum up to \$100,000 for a violation Specific provision for recovering damages to sewer infrastructure Similar to other municipalities
Powers of Entry, Inspection and Enforcement	Not specified	Well defined provision for powers of entry, Inspection and Enforcement activities
Sewer connection requirements	Generic, refers to old Standards, Acts/Regulations and is incomplete	Clear and concise, meets current standards, Acts, Regulations and supports new development practices
Dewatering discharge requirements	No Provision	Provision for City's approval for dewatering discharge to prevent potential sewer back-ups.
Tools to encourage compliance	None	Compliance program and Pollution prevention plan are tools available to assist businesses in permanent behavioral change to achieve compliance.

The revised City of Vaughan's Sewer Use By-law complements the Region of York's Sewer Use By-law

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The City of Vaughan has jurisdiction over the local wastewater collection infrastructure including pipes, lift stations, and forcemains. The Region of York, as noted earlier is interested in protecting trunk sewers and the costs associated with wastewater treatment. The City's sewer system is connected and discharges to the Region of York system and both local and Regional infrastructure is being impacted by the inappropriate discharges. Both the City and the Region have Sewer-use By-laws which are applied to each of the respective needs of each of the municipalities.

City staff has had numerous discussions with York Region staff regarding roles and responsibilities with respect to two tier sewer use service delivery. The areas of governance, communication stakeholder management as well as monitoring and enforcement continue to be the guiding principles of the two tier service delivery model. The Sewer Use Program Collaborative Framework, developed by the Region and its lower tier municipalities in 2013, provides the framework for a collaborative sewer use program within York Region.

Accordingly, roles and responsibilities on implementation of the sewer compliance program and sewer use activities were reviewed with the Region of York and established through the "Responsibility Matrix" as per Attachment 3. The Responsibility Matrix is categorized into sampling and monitoring, enforcement and compliance, administration, special agreements as well as communication and outreach. The Responsibility Matrix is not a legally binding document but it provides a foundation to achieve a collaborative sewer use program.

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

This report supports the following priorities set forth in the Term of Council Service Excellence Strategy Map (2014-2018):

- Invest, renew and manage infrastructure and assets
- Continue to cultivate an environmentally sustainable City
- Continue to ensure the safety and well-being of citizens

Regional Implications

Vaughan's Sewer Compliance Program has been developed in line and to be compatible with the Region of York's Compliance Program.

The Region of York has had a sewer compliance program in place for more than 25 years and Vaughan's proposed sewer compliance program is a two-tier program jointly developed with the Region of York. In order to enhance the effectiveness and efficiency of the sewer compliance program delivery, roles and responsibilities of both the Region of York and the City of Vaughan have been established through a Responsibility Matrix (see attachment #3) as referenced earlier. Roles and responsibilities on sewer use activities were reviewed with the Region of York and an agreement was reached on collaborative efforts, sharing of tools, information, processes and techniques.

To improve communication and information sharing, it was recognized that two-way input from the City and the Region of York is essential as both local and Regional infrastructure is being impacted by the discharge of violations. Staff identified processes such as discharge approval requests for temporary dewatering activities, enforcement and violation notification and data collection that would benefit from collaboration between the City of Vaughan and Region York staff.

Conclusion

The City's current Sewer Use By-law is significantly outdated and no longer meets a number of key needs. Recent initiatives along with the Region's updated Sewer Use By-law have resulted in

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the development of a best-practices document by the City for more effective and collaborative management of the jointly operated sewer systems.

The proposed Sewer Use By-law is intended to improve clarity, increase harmonization and leverage opportunities for cross linkages between the Region's and local by-laws for the benefit of improved management of the sewage system. The Proposed enhancements will also achieve a best-practice sewer use program. The City's Sewer Use By-law and Compliance Program plays a vital role in protecting public health and safety, the environment, and the municipal and Regional infrastructure.

The implementation of an effective Sewer Use Compliance Program will proactively respond to increasing regulatory pressures and requirements and ensure that the City is able to promptly respond in the event that new regulations are introduced. With adequate resources and appropriate equipment to implement the Sewer Use Compliance Program, the City will be able to realize significant improvements to sewer infrastructure.

Attachments

1. Summary of Sewer Use By-Law Changes
2. Draft Sewer Use By-law
3. Responsibility Matrix – Vaughan & Region of York

Report prepared by:

Deepak Panjwani, Project Manager, Wastewater/Stormwater, ext. 6110
Chris Wolnik, Manger, Wastewater & Stormwater Services, ext. 6152

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

SEWER USE BY-LAW UPDATE

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Conclusion

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The proposed Sewer Use By-law is intended to improve clarity, increase harmonization and leverage opportunities for cross linkages between the Region’s and local by-laws for the benefit of improved management of the sewage system. The Proposed enhancements will also achieve a best–practice sewer use program. The City’s Sewer Use By-law and Compliance Program plays a vital role in protecting public health and safety, the environment, and the municipal and Regional infrastructure.

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Report prepared by:

Deepak Panjwani, Project Manager, Wastewater/Stormwater, ext. 6110
Chris Wolnik, Manager, Wastewater & Stormwater Services, ext. 6152

Respectfully submitted,

Paul Jankowski
Deputy City Manager, Public Works

Jennifer Rose
Director, Environmental Services

ATTACHMENT #1

SUMMARY OF SEWER USE BY-LAW CHANGES

Need to update the City's current Sewer Use By-law to current industry guidelines for consistency with York Region, to ensure protection of the environment and the infrastructure.

It is important for the City to update its existing Sewer Use By-law and ensure that it meets current regulations, protects public health and safety, and the environment. The By-law will also ensure the City's sewer system operates efficiently and performs as designed in order to provide the required level of service to the residents and business. The updated Sewer Use By-law meets the following objectives:

- **Meet current Canadian Council of Ministers of Environment (CCME)'s model sewer use by-law guideline**

The (CCME) developed a National Model Sewer Use By-law in 2009, as part of a Canada-wide Strategy for the Management of Municipal Wastewater Effluent. The intent of the Model Sewer Use By-law is to harmonize the management approach for municipal wastewater in Canadian provinces, territories and on federal and Aboriginal lands. The majority of Ontario municipalities have chosen to follow the CCME's Model Sewer Use By-law for developing and updating their sewer use by-laws. Staff has developed the proposed Vaughan's Sewer Use By-law based on CCME's model sewer use by-law.

- **Ensure consistency with the Region of York Sewer Use By-law**

The City's sewers are connected to the Region of York sewer system. The City's local sewer system collects the sanitary flow from residents and businesses and conveys a majority of it via the Region's trunk sewers to the wastewater treatment plant operated by Durham Region on behalf of the Region of York. Small amounts of wastewater from Vaughan can also be directed to the Region of York's Kleinburg Wastewater Plant or the City of Toronto's Wastewater Treatment Plant.

It is vital for the City to ensure that the City's Sewer Use By-law aligns with the Region of York's Sewer Use By-Law as responsibility for sewage discharge lies within the two tier system. By aligning the sewer use programs of the Region and the City of Vaughan, businesses will be able to operate with greater clarity with respect to managing their discharge requirements. Finally, it will enhance the effectiveness and efficiency of sewer use service program delivery both at the City and Regional level.

- **Enhance the protection of public safety and the natural environment**

To ensure that discharges from current businesses do not have an adverse impact on public health and safety and the natural environment, the proposed By-law requires installation of Dental Waste Amalgam Separators, Food Related Oil & Grease Interceptors, Oil & Grease Interceptors at Vehicle and Equipment Service Stations, Sediment Interceptors, as well as more stringent discharge limits.

- **Improve reliability of the sewer infrastructure**

The updated Sewer Use By-law will help in regulating and monitoring discharge violation from industrial wastewater into the local sanitary collection systems. This will result in reducing the risk of sewer infrastructure failures, premature degradation of equipment, and/or negative operating impacts.

Proposed program/initiatives will be implemented to support the updated Sewer Use By-law

Several program/initiatives have been proposed to support the implementation of the new Sewer Use By-law. These program/initiatives are well aligned with the objectives outlined above. Highlights of these program/initiatives are as follows:

- **Improving current maintenance regulations for facilities having Oil and Grease Interceptors**

Disposal of oil, grease and fats build up in the sewer system and can cause sewer backups and overflows which, in turn, can lead to damages and claims against the City. Oil and grease build up in the sewers require the City to conduct additional maintenance and incur increased operational costs.

Also there exists a significant gap within the existing legislative framework for the ongoing monitoring and maintenance of oil and grease interceptors. Under the current Building Code, these units are required as part of the plumbing for all industrial, commercial and institutional facilities that would process or prepare food. However, the Building Code makes no provision for maintenance, leaving the building inspectors with no power to enforce should they observe faulty or ill maintained units in operation. The proposed Sewer Use By-law will close this gap by requiring that grease interceptor units are maintained per manufacturer recommendations and those records are stored on site to demonstrate maintenance.

- **Providing clear and concise guide-lines for facilitating new sewer connections to the residents and development industries**

The "Sewer Connections" section has been replaced with provisions to meet current development practices, the latest Engineering Design Criteria and Standard Drawings, Building Code and Permit requirements, and fees and financial obligations.

- **Providing Requirements and Guidelines for the City to allow temporary discharge into Sanitary or Storm Sewer system**

In order to be responsive to the development industry and to accommodate their construction site dewatering discharge needs, the updated By-law will include an approval mechanism. The City will provide approval to ensure that discharge operation activity meets the By-law limits, negates any operational impact on local sewer system and the wastewater treatment facility.

- **New sewer compliance mechanisms**

An increasing number of sanitary sewer damages and blockages are being caused by industries whose discharges do not meet the provisions of the City's Sewer Use By-law. Under the City's existing by-law there isn't a program and/or mechanism that allow businesses to address the discharge exceedance and to ensure that discharge meets the Sewer Use By-law limits.

The revised Sewer Use By-law provides three sewer compliance mechanisms to assist businesses and provides opportunities for businesses to comply with the Sewer Use By-law as follows:

Compliance Program

The sewer compliance program plan will focus on addressing discharge from existing businesses for mainly three types of pollutants;

- Oil and Grease. The presence of this parameter can lead to blockages in the sewer system;
- Ph. This parameter is used to specify the acidity or basicity (alkalinity) of water and can cause damage to sewer pipes; and
- Suspended Solids. A high concentration of this parameter can cause blockages in the sewer system.

The program entails the sampling and testing of the discharges from industrial and commercial properties and if any contravention to the By-law is found then the necessary corrective action plan would be required to be implemented by the property owner. Environmental Services will have a Sewer Use By-law officer in place within the Wastewater/Stormwater team to lead Enforcement efforts. This individual will use ticket offences and other legal notices as enforcement mechanisms.

Pollution Prevention Plan

The pollution prevention plan will focus on addressing one or more discharge parameters listed in the Sewer Use By-law from industrial and commercial properties in addition to the parameters identified in sewer compliance program. Generally, a pollution prevention plan is a preventive action which requires use of processes, practices, materials or products that avoid, reduce or control pollution which may include recycling, treatment changes, control mechanism and efficient use of resources and material substitutions.

Surcharge Agreement

Certain types of highly concentrated substances, such as bio-chemical oxygen demand (BOD₅), total kjeldah nitrogen, and total phosphorus have a greater impact on wastewater treatment processes than wastewater infrastructure. Given that the Region of York has responsibility for wastewater treatment, surcharge agreements are a tool they use in their service delivery model. Surcharge agreements allow businesses to discharge a concentrated substance, at an additional cost. To be consistent with other local area municipalities in the Region, such as the City of Markham, the City of Vaughan's Sewer By-law provides a provision that businesses in Vaughan can make a request to York Region to enter into a surcharge agreement to allow them to discharge, at an additional cost. The City is not a party to such surcharge agreements

THE CITY OF VAUGHAN

BY-LAW

BY-LAW NUMBER XXX-2015

A by-law to enact rules and regulations for the installation and connection of private sewers to sewage works, and the discharge of sewage, storm water and land drainage within the serviced area of The Corporation of the City of Vaughan.

WHEREAS The Corporation of the City of Vaughan (hereinafter referred to as the "City") is a local municipality within the Regional Municipality of York in the Province of Ontario;

AND WHEREAS section 11(3) of the *Municipal Act, 2001*, S.O. 2001 c. 25, authorizes a municipality to pass by-laws respecting matters concerning public utilities;

AND WHEREAS the City has the responsibility for the City's sewer infrastructure to

- a) maintain and protect the integrity of the City's sewer infrastructure;
- b) control the quality and quantity of sewage or storm water or land drainage entering sewage works; and
- c) prevent adverse effects to persons, property and the natural environment from discharges to the City's infrastructure;

AND WHEREAS section 391(1) of the *Municipal Act, 2001*, S.O. c. 25, provides that a municipality may pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS section 398(1) of the *Municipal Act, 2001*, S.O. c. 25, provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

AND WHEREAS section 398(2) of the *Municipal Act, 2001*, S.O. c. 25, provides that a municipality may add fees and charges to the tax roll of the property to which the public utility is supplied and collect them in the same manner as municipal taxes;

AND WHEREAS Section 436(1) of the *Municipal Act, 2001*, S.O. c. 25, provides that a municipality may pass by-laws providing for the entry onto land at any reasonable time for the purpose of carrying out an inspection to determine compliance with a by-law;

AND WHEREAS Section 429(1) of the *Municipal Act, 2001*, S.O. c. 25, provides that a municipality may establish a system of fines for a by-law passed under the *Municipal Act*;

AND WHEREAS Section 446 of the *Municipal Act, 2001*, S.O. c. 25, provides that a municipality may proceed to do things at a Person's expense which that Person is otherwise required to do under a by-law but has failed to do and the costs incurred by a municipality may be recovered by adding the costs to the tax roll and collecting them in the same manner as taxes.

NOW THEREFORE the Council of the Corporation of the City of Vaughan enacts as follows:

1. Definitions and Interpretation

1.1 In this By-law and attached Schedules, unless the context otherwise requires, words imparting the singular number shall include the plural, and words imparting the masculine gender shall include the feminine and further, the converse of the foregoing also applies where the context requires.

1.2 For the purposes of this By-law:

1. **"accredited laboratory"** means any laboratory accredited by an authorized accreditation body in accordance with a standard based on CAN-P-1585 "Requirements for the Accreditation of Environmental Testing Laboratories " established by the Standards Council of Canada, as amended, or "ISO/IEC 17025: General Requirements for Competence of Calibration and Testing Laboratories" established by the International Organization for Standardization, as amended;
2. **"biochemical oxygen demand"** or "BOD" means the molecular oxygen utilized in a sample, including sewage, storm water, uncontaminated water, and any other substance to which this By-law applies during a 5-day incubation period for the biochemical degradation of organic material (carbonaceous demand), and the oxygen used to oxidize inorganic material such as sulphides, ferrous iron, and the amount of oxygen used to oxidize reduced forms of nitrogen (nitrogenous demand) as determined by the appropriate procedure in Standard Methods;
3. **"biosolids"** means organic solid material recovered from the sewage treatment process;
4. **"blowdown water"** means recirculation water that is discharged from a cooling or heating water system for the purpose of controlling the level of water in the system or for the purpose of discharging from the system materials contained in the system, the further build-up of which would or might impair the operation of the system;
5. **"Building Code Act"** means the Ontario Building Code Act, 1992, S.O. 1992, c.23, as amended, or any successor thereof;
6. **"City"** means The Corporation of the City of Vaughan, including enforcement officers and its designated representatives;
7. **"combustible liquid"** means any liquid having a flash point not less than 37.8 degrees Celsius and not greater than 93.3 degrees Celsius;
8. **"compliance program"** means the necessary steps undertaken by a discharger to bring sewage discharged into the sewage works into compliance with the terms and conditions of this By-law or related permit. Compliance programs are applicable to existing dischargers only; new discharges must fully comply with the requirements of this By-law;
9. **"composite sample"** means two or more grab samples of a discharge to the sewage works taken at intervals during the sampling that have been combined automatically or manually;
10. **"connection"** means that part or those parts of any pipe or system of pipes leading directly to sewage works;
11. **"contact cooling water"** means water that is used in an industrial process, for the purpose of removing heat, that comes into contact with any raw material, intermediate product, waste product or finished product, but does not include blowdown water;
12. **"Council"** means the Council of The Corporation of the City of Vaughan;

13. **"dental amalgam"** means a dental filling material consisting of an amalgam of mercury, silver and other materials such as copper, tin or zinc;
14. **"dental amalgam separator"** means any technology, or combination of technologies, designed to separate dental amalgam particles from dental operation sewage;
15. **"dewatering activity"** means,
- a) taking water from a well or otherwise extracting groundwater;
 - b) draining water from a permanent or temporary pond or other surface water body, whether natural or man-made;
 - c) releasing water previously stored in a tank, tanker truck, vessel, or other means of water storage;
 - d) the permanent or temporary alteration of a natural or pre-existing drainage pattern above or below ground; or
 - e) any combination of the above-noted activities,
- where the water from such activity would be discharged to a sewage works and such activity is related to a construction, land development, renovation, repair, maintenance or demolition activity at a property;
16. **"Director of Environmental Services"** shall mean the person designated as the Director for the Department of Environmental Services of the City or his or her designate;
17. **"discharge"** when used as a verb, includes add, deposit, emit, release or leak and, when used as a noun, includes addition, deposit, emission, release or leakage;
18. **"discharger"** includes a person, a person who is the owner, is in occupation of, or has charge, management or control of a property that discharges sewage, storm water, uncontaminated water or other substance or thing to which this By-law applies to sewage works;
19. **"Drain"** means that part or those parts of any pipe or system of pipes leading directly to sewage works;
20. **"emergency"** means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise;
21. **"enforcement officer"** means a person who has been appointed as such pursuant to section 2.1(B) of this By-law;
22. **"Environmental Protection Act"** means the Ontario Environmental Protection Act, R.S.O. 1990, c. E.19, as amended from time to time;
23. **"Fee By-law"** means the City's Fee By-law (No.171-2013), as amended from time to time;
24. **"Fisheries Act"** means the Fisheries Act, R.S.C. 1985, c. F-14, as amended from time to time;

25. **"flammable liquid"** means a liquid having a flash point below 37.8 degrees Celsius and a vapour pressure not more than 275.8 kPa (absolute) at 37.8 degrees Celsius as determined by the American Society for Testing and Materials D323-99a, "Standard Test Method for Vapor Pressure of Petroleum Products (Reid Method)";
26. **"fuel"** includes alcohol, gasoline, naphtha, diesel fuel, fuel oil or any other ignitable substance intended for use as a fuel;
27. **"grab sample"** means a sample of a discharge into a sewage works, which is collected over a period not exceeding 15 minutes;
28. **"groundwater"** means subsurface water including water held in soil, in pores, cracks or crevices in rocks or as a free standing body beneath the existing ground surface;
29. **"hailed sewage"** includes sewage which is removed from a cesspool, a septic tank system, a privy vault or privy pit, a chemical toilet, a portable toilet, a sewage holding tank or any sewage infrastructure and is transported for discharge, but does not include hauled waste;
30. **"hailed waste"** means liquid industrial waste (as this term is defined by Reg. 347) that is transported for discharge and that must be transported with a manifest in accordance with Reg. 347, but does not include hauled sewage;
31. **"hazardous waste"** includes a waste that is an acute hazardous waste chemical, hazardous industrial waste, hazardous waste chemical, corrosive waste, ignitable waste, pathological waste, reactive waste, radioactive waste, PCB waste, leachate toxic waste or severely toxic waste, or any combination thereof, each as defined by Reg. 347;
32. **"industrial"** means of or pertaining to industry, manufacturing, commerce, trade, business, or institutions as distinguished from residential;
33. **"interceptor"** means a receptacle that is designed and installed to prevent oil, grease, sand or other materials from passing into sewage works;
34. **"land drainage works"** includes a drain constructed by any means which is owned by the City and is located within the limits of a public road allowance or other public lands or public land interests held for public utility purposes which may or may not connect to a storm sewer, or a drain constructed by any means that connects directly or indirectly to a City's storm sewer or any other sewage works;
35. **"leachate"** means the liquid produced by water or other liquids percolating through waste or by liquid in the waste;
36. **"maintenance access hole"** means an access point in a sewer connection to a municipal sewage works that allows for the observation, monitoring, sampling, flow measurement and other related activities of the sewage, storm water, uncontaminated water or other substance therein;
37. **"Municipal Act"** means the Municipal Act, 2001, S.O. 2001, c. 25, as amended from time to time;
38. **"Municipal Law Enforcement Officer" or "M.L.E.O."** means an employee of the City that is appointed by By-law to enforce the provisions of the City's By-laws;

39. **"municipal sewer connection"** means that part of any drain leading from the private sewer connection and connected to the municipal sewage work and located within the limits of the public road allowance, or other public lands or public land interests held for public utility purposes;
40. **"natural environment"** means the air, land and water, or any combination or part thereof;
41. **"non-contact cooling water"** means water that is used in an industrial process, for the purpose of removing heat, that has not come into contact with any raw material, intermediate product, waste product or finished product of the industrial process other than heat, but does not include blowdown water;
42. **"Order"** includes an Order made under this By-law or the Municipal Act;
43. **"Ontario Water Resources Act"** means the Ontario Water Resources Act, R.S.O. 1990, c. 0.40, as amended from time to time;
44. **"PCBs"** means any monochlorinated or polychlorinated biphenyl or any mixture of them or mixture that contains one or more of them and includes PCB waste as defined by R.R.O. 1990, Reg. 362 (Waste Management-PCBs) made under the Environmental Protection Act, as amended from time to time;
45. **"person"** includes an individual, association, organization, partnership, municipality or other corporation and includes an agent or employee of any of them;
46. **"pesticide"** means a pesticide as defined by and regulated under the Pesticides Act, R.S.O. 1990, c. P.11, as amended from time to time;
47. **"pH"** means the logarithm of the reciprocal of the concentration of hydrogen ions in grams per litre of solution;
48. **"Phenolics or Phenolic Compounds"** means those hydroxyl derivatives of benzene, or its condensed nuclei, which can be identified by the 4-Aminoantipyrine method in accordance with Standard Methods, or the Gibbs procedures, as set out in the Standard Methods;
49. **"pollution prevention"** means the use of processes, practices, materials or products that avoid, reduce or control pollution, which may include recycling, treatment, process changes, control mechanisms, efficient use of resources and material substitution;
50. **"pollution prevention plan"** means a detailed plan that identifies operation or activities of a discharger and identifies specific pollution prevention methods to be implemented within a specific timeframe;
51. **"pre-treatment"** means the reduction, elimination or alteration of pollutants in sewage or storm water prior to discharge into a sewage works. This reduction or alteration can be achieved by physical, chemical, or biological processes, through pollution prevention, or by other means, except by diluting the concentration of the pollutants;
52. **"private sewage disposal system"** means a sewage system that is not owned and operated by the Crown, a municipality or an organization acceptable to the Director who is responsible for issuing a Certificate of Approval under the Ontario Water Resources Act, R.S.O. 1990, c. 0.40. It includes any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage;

53. **"private sewer connection"** means that part of any drain or system of drains, including drains or subsurface drainage pipe for surface or subsurface drainage of the land in or adjacent to a building lying within the limits of the private lands and leading to a municipal sewer connection whose responsibility for maintenance is the property owner's;
54. **"property"** means any land, whether vacant or occupied by a building or structure and includes such building or structure or part of a building or structure, and all mobile homes, mobile buildings, mobile structures, outbuildings, fences and erections thereon whether heretofore or hereafter erected and includes a site;
55. **"Reg. 347"** means R.R.O. 1990, Reg. 347 (General-Waste Management) made under the Environmental Protection Act, as amended from time to time;
56. **"Region"** means The Regional Municipality of York, including enforcement officers and its designated representatives;
57. **"roof water leader"** means a pipe that is installed to carry storm water from a roof to a place of disposal;
58. **"sanitary sewer"** means any part of the sewage works that is intended to collect and convey sewage to a sewage pumping station and treatment facility;
59. **"sediment interceptor"** means a device or structure that is utilized to separate sediment from the sewage. It can include catch-basin sumps or manufactured oil/grit separators;
60. **"sewage"** means any liquid containing organic, inorganic, animal, vegetable or mineral matter in solution or in suspension, including floating materials, but does not include storm water or uncontaminated water alone;
61. **"sewage works"** means any works owned by the City used for the collection, transmission, treatment or disposal of sewage, storm water or uncontaminated water and includes a sanitary sewer, storm sewer and land drainage works;
62. **"site"** means a property where a business activity takes place that is capable of discharging to a sewage works;
63. **"spill"** means a discharge of any substance to a sewage works or to the natural environment which is abnormal in quantity or quality in light of all the circumstances of the discharge;
64. **"Standard Methods"** means a procedure or method set out in "Standard Methods for the Examination of Water and Wastewater" published jointly by the American Public Health Association, American Water Works Association and the Water Environment Federation, as amended from time to time;
65. **"storm sewer"** means any part of the sewage works that is intended to collect and convey storm water, uncontaminated water, surface runoff or drainage from land or from a watercourse or any combination thereof;
66. **"storm water"** includes water from rainfall or other precipitation or from the melting of snow or ice;
67. **"subsurface drainage pipe"** means a pipe that is installed underground to intercept and convey subsurface water, and includes foundation drain pipes;
68. **"substance"** means any physical matter, whether solid, liquid or gas;

69. **"surcharge agreement"** means an agreement that the Regional, at its discretion, may enter into with a discharger to permit the discharge of sewage into its sanitary transmission sewer and sewage treatment plant that would otherwise be prohibited by this By-law;
70. **"uncontaminated water"** means water with a level of quality which is typical of potable water normally supplied by the City or whose quality does not exceed the values in "Table 2 – Limits for Storm Sewer Discharge";
71. **"waste radioactive prescribed substances"** means uranium, thorium, plutonium, neptunium, deuterium, their respective derivatives and compounds and such other substances as the Canadian Nuclear Safety Commission, or its successor, may designate as being capable of releasing atomic energy or as being requisite for the production, use or application of atomic energy;
72. **"watercourse"** means an open channel, ditch or depression, either natural or artificial in which flow of water occurs either continuously or intermittently;
73. **"wye connection"** means a single private sewer connection that is intended to service two properties.

2. Administration

2.1 Subject to the terms of this or other By-laws, or the directions of Council:

- a) Administration of this By-law shall be by the Director of Environmental Services; and
- b) Enforcement of this By-law shall be by enforcement officers appointed for the purpose of enforcing the provisions of this By-law, which shall include the following:
 - 1. any Staff designated or delegated by the Director of Environmental Services;
 - 2. Municipal Law Enforcement Officers

3. Sanitary Sewer Requirements

3.1 Prohibition of Discharge into Sanitary Sewers

No person or discharger shall discharge or cause or permit the discharge of a substance to a sanitary sewer in circumstances where;

- A. to do so may cause or result in,
- 1. a health or safety hazard to a person authorized to inspect, operate, maintain, repair or otherwise work on, in or around a sewage works;
 - 2. a hazard or other adverse effect, to any person, animal, property, vegetation or the natural environment;
 - 3. an offence under the *Ontario Water Resources Act* or the *Environmental Protection Act* or any regulation made thereunder;
 - 4. biosolids from the sewage works which sewage discharges to, failing to meet the objectives and criteria set out in the Ministry of the Environment and Climate Change publication entitled "Guidelines for the Utilization of Biosolids"

and Other Wastes on Agricultural Land" dated March 1996, as amended from time to time;

5. dyes or colouring materials to pass through a sewage works which could discolour the sewage works effluent; except where the City is required to perform a dye test for a cross connection inspection;
 6. interference with the inspection, operation, maintenance or repair of a sewage works or which may impair or interfere with any sewage treatment process; or
 7. an offensive odour to emanate from the sewage works that is detectable within the vicinity of the sewage works, and includes, without limiting the generality of the foregoing, sewage containing hydrogen sulphide, carbon disulphide, other reduced sulphur compounds, amines or ammonia in such quantities as may cause an offensive odour;
 8. damage to a sewage works or any part thereof; and/or
 9. an obstruction or restriction to the flow in the sanitary sewer;
- B. the sewage has or exhibits,
1. a pH less than 6.0 or greater than 10.5;
 2. two or more separate liquid layers; and/or
 3. a temperature greater than 60 degrees Celsius.
- C. the sewage contains or is likely to contain,
1. combustible liquid;
 2. flammable liquid;
 3. fuel;
 4. hauled sewage;
 5. hauled waste;
 6. hazardous waste;
 7. PCBs;
 8. a pesticide;
 9. waste radioactive prescribed substances;
 10. leachate;
 11. a liquid or material resulting from the pump-out or cleaning of a catch-basin, sediment interceptor, or maintenance access hole, except where any grit or other contaminants have been removed or reduced to levels acceptable to the City, and the prior written approval for the discharge has been obtained from the City under subsection 3.2(B) herein;
 12. any quantity of matter capable of obstructing the flow in or interfering with the proper operation of any part of the sewage works and without limiting the

generality of the foregoing, any such quantity of ashes, cinders, garbage, sand, straw, mud, shavings, metal, glass, rags, feathers, plastic, wood, cellulose, oil, fat and grease of animal or vegetable origin, oil grease and tar of mineral origin;

13. sewage containing animal waste, and without limiting the generality of the foregoing, containing intestines, stomach casings, intestinal contents, hides, hooves, toenails, horns, bones or poultry heads or sewage containing hair, wool, fur, feathers, paunch manure or fleshings in a quantity sufficient to interfere with the proper operation of the sewage works; and/or
14. any contaminant at a concentration that exceeds any one or more of the limits in Table 1 as set out in Schedule "A" of this By-law, entitled "Limits for Sanitary Sewer Discharge", except where the discharge is proceeding under and carried out in accordance with and only to the extent expressly permitted by all terms and conditions of a surcharge agreement, compliance program or pollution prevention plan which has been previously authorized or approved in writing by the City and/or the Regional with respects to applicable section, prior to the discharge in accordance with the provisions of this By-law.

D. the discharge is storm water, non-contact cooling water, water from a dewatering activity, or uncontaminated water.

3.2 Request and Approval of Special Discharge into Sanitary Sewers

A. Notwithstanding subsection 3.1(D) of this By-law, the City, in its sole discretion, may give a written approval for a temporary discharge of

1. storm water,
2. non-contact cooling water,
3. water from a dewatering activity,
4. uncontaminated water,

to a sanitary sewer, where,

1. the discharge is requested as a result of a situation that the City, in its sole discretion, considers to be an emergency; or
2. in the case of a proposed building, no storm sewer exists adjacent to the building; or
3. in the case of an existing building, no storm connection exists to the building.

B. The City, in its sole discretion, may approve a discharge described in subsections 3.2(A) or 3.1(C)(11) herein on such terms and conditions as it may deem appropriate, including terms and conditions in respect of protecting the sewage works and other infrastructure, compensating the City for costs related to the extra maintenance or repair of the sewage works and facilitating administration of the approval. To assess a proposed discharge under subsections 3.2(A) or 3.1(C)(11) herein, the City must be provided with,

1. written request to the City for the proposed discharge which includes,
 - a) the reason for the need for special discharge;

- b) the volume rate and duration of water to be discharged;
 - c) the location of the water source;
 - d) the address of the property where the water is being used and from which it is being discharged; and
 - e) the details of the proposed discharge plan to include sampling, monitoring and contingency plan
 - 2. a copy of a valid Permit to Take Water issued by the Ministry of the Environment and Climate Change in respect of the taking of the water that would be discharged, where such Permit to Take Water is required by the *Ontario Water Resources Act*;
 - 3. a copy of approval from other appropriate government agencies if applicable; and
 - 4. payment for any application fees for reviewing a request for a discharge application and temporary discharge fees under this section that may be imposed by the City from time to time.
- C. For the purposes of this Part, the City may require a person to provide plans, specifications, reports, studies, data, analytical results, documentation or other information to the satisfaction of the City to assess whether or not an actual or potential discharge may or could interfere with the City's sanitary sewer works or contravene Part 3 of this By-law.

4. Storm Sewer Requirements

4.1 Prohibition of Discharge into Storm Sewers

No person or discharger shall discharge or cause or permit the discharge of a substance to a storm sewer or to land drainage works in circumstances where;

- a) The discharge is not storm water or not uncontaminated water in accordance with this By-law;
- b) to do so may cause or result in,
 - 1. a health or safety hazard to a person authorized to inspect, operate, maintain, repair or otherwise work on, in or around a sewage works;
 - 2. interference with the proper operation of a storm sewer or land drainage works; or
 - 3. an obstruction or restriction to a storm sewer or land drainage works or the flow therein;
 - 4. damage to a storm sewer or land drainage works;
 - 5. a hazard or other adverse effect to any person, animal, property, vegetation or the natural environment;
 - 6. impairment of the quality of any water including water in any well, aquifer, lake, river, pond, spring, stream, reservoir or other watercourse;
 - 7. an offence under the *Ontario Water Resources Act*, the *Environmental Protection Act* or the *Fisheries Act* with respect to the storm sewer or land drainage works and/or the direct or indirect discharge from the storm sewer or land drainage works into any watercourse; and/or

8. not satisfying the criteria for environmentally sensitive water courses.

c) the water has or exhibits,

1. two or more separate liquid layers;
2. a visible film, sheen or discoloration;
3. a temperature greater than 60 degrees Celsius; and/or
4. a pH less than 6.0 or greater than 9.0;

d) the sewage contains or is likely to contain,

1. blowdown water;
2. contact cooling water;
3. water from a dewatering activity;
4. combustible liquid;
5. flammable liquid;
6. floating debris;
7. fuel;
8. oil and/or grease;
9. hauled sewage;
10. hauled waste;
11. hazardous waste;
12. PCBs;
13. pesticides;
14. sewage;
15. waste radioactive prescribed substances;
16. leachate;
17. a substance from raw materials, intermediate or final materials, used or produced in, through or from an industrial process;
18. a substance used in the operation or maintenance of a site;
19. any contaminant at a concentration that exceeds any one or more of the limits in Table 2 as set out in Schedule "A" of this By-law, entitled "Limits for Storm Sewer Discharge"; and/or
20. a liquid or material resulting from the pump-out or cleaning of a catch-basin,

sediment interceptor, or maintenance access hole, except where any grit or other contaminants have been removed or reduced to levels acceptable to the City, and the prior written approval for the discharge has been obtained from the City under subsection 4.2(B).

4.2 Request and Approval of Special Discharge into Storm Sewers

- A. Notwithstanding subsections 4.1(A) and 4.1(D)(3) of this By-law, the City, in its sole discretion, may give a written approval for a discharge of water from a dewatering activity, to a storm sewer or land drainage works on such terms and conditions as it may deem appropriate including but not limited to terms and conditions in respect of protecting the sewage works, other infrastructure and the natural environment, standards for parameters in the discharge, volume of the discharge, compensating the City for costs related to extra maintenance or repair of the sewage works and facilitating administration of the approval.

Where the City has given prior written approval for a discharge in accordance with subsections 4.2(A) or 4.1(D)(20) herein, a person may discharge the pump-out, cleaning of a catch-basin, sediment interceptor, or storm maintenance access hole, or water from a dewatering activity to a storm sewer or land drainage works only to the extent permitted by and where the person is complying with all terms and conditions of the prior written approval. To assess a proposed discharge under subsections 4.2(A) or 4.1(D)(20), the City must be provided with,

1. written request to the City for the proposed discharge which includes,
 - a. the reason for the need for special discharge;
 - b. the volume, rate and duration of water to be discharged;
 - c. the location of the water source;
 - d. the address of the location where the water is being discharged; and
 - e. the details of the proposed discharge plan to include sampling, monitoring and contingency plan;
 2. a copy of a valid Permit to Take Water issued by the Ministry of the Environment and Climate Change in respect of the taking of the water that would be discharged, where such Permit to Take Water is required by the *Ontario Water Resources Act*;
 3. a copy of approval from other appropriate government agencies if applicable; and
 4. payment for any application fees for reviewing a request for a discharge under this section that may be imposed by the City from time to time.
- B. For the purposes of this Part, the City may require a person to provide plans, specifications, reports, studies, data, analytical results, documentation or other information to the satisfaction of the City to assess whether or not an actual or potential discharge may or could interfere with the City's storm sewer or contravene Part 4 of this By-law.

5. Prohibition of Dilution

- 5.1 No person or discharger shall discharge or cause or permit the discharge of a substance into a sewage works in circumstances where water has been added to the discharge for

the purposes of dilution such that after dilution the discharge does not contravene Part 3 or Part 4 of this By-law.

6. Discharger Information Request

- 6.1 A discharger shall complete a Discharger Information Report form provided by the City and submit it to the City within thirty (30) calendar days of written notification by the City that such report is required.
- 6.2 Where a discharger is required by the City to complete a Discharger Information Report, the discharger shall provide written notice of any change in the information requested in the Discharger Information Report a minimum of thirty (30) calendar days prior to the effective date of such change. Such notice shall include pertinent details of any change to the operation, process, or pre-treatment facilities, and shall include any analyses of the sewage and any other information related to the discharge as may be required by the City.

7. Surcharge Agreement

- 7.1 Only through an approved surcharge agreement, will a discharger be allowed to discharge or deposit sewage containing parameters set by that surcharge agreement in excess of limits established by this By-law.
- 7.2 Nothing in this by-law should be construed to constrict the Region's ability to enter into surcharge agreements pertaining to properties under the jurisdiction of the City. Any such agreement shall be governed under the provisions of the Regional Sewer Use By-law and be applicable to any sewage works governed by this By-law.

8. Compliance Program

- 8.1 A discharger may submit to the City, or submit and resubmit where required by the City, a proposed compliance program to prevent, reduce or control a discharge of sewage which does not comply with the requirements of this By-law.
- 8.2 Upon receipt and review of a proposed compliance program pursuant to section 8.1 herein, the City, at its sole discretion, may issue a compliance program approval with such terms and conditions the City deems to be appropriate for any discharge which would otherwise not comply with this By-law. A non-compliant discharge authorized under an approval is only authorized in the amount and to the extent set out in the approval, during the period of planning, design, construction and installation of facilities or works necessary to implement the approved compliance program.
- 8.3 The City may terminate the compliance program by giving written notice to the discharger,
 - A. at any time where, in the opinion of the City, there is an immediate threat or danger to any person, animal, the natural environment, property, vegetation, in which case the termination shall be effective immediately upon receipt of the written notice of termination by the discharger; and/or
 - B. at any time where, in the opinion of the City, the discharger fails or neglects to implement or pursue implementation of the actions required under the approved compliance program or otherwise fails to comply with the terms and conditions of an approval, in which case the termination shall be effective immediately upon receipt of the written notice of termination.
- 8.4 Where required by the City pursuant to an approved compliance program, the discharger shall install at the site, and prior to the sampling point, a sewage pre-treatment facility at the discharger's expense and within specified timeframe.
- 8.5 A discharger who is the subject of an approved compliance program in accordance with

this Part shall not be prosecuted for a contravention under Part 3 of this By-law for the discharge of sewage to the extent set out in the approved compliance program during the term of the approved compliance program, provided that such discharge is in compliance with the approved compliance program.

- 8.6 Where necessary, in the opinion of the City, the discharger shall provide, at his expense, such preliminary treatments as may be necessary to reduce objectionable characteristics or constituents to within the limits established by the By-law.
- 8.7 Plans, specifications and any other pertinent information related to proposed sewage pre-treatment facilities shall be submitted for the approval of the City and no construction of such facilities shall be commenced until said approvals are obtained in writing.

9. Pollution Prevention Plan

- 9.1 The City may, by written notice, require a discharger to develop a pollution prevention plan for the discharge of one or more of any of the parameters listed in Table 1 as set out in Schedule "A" of this By-law or any other parameter that may be designated by the City with respect to the site from which the discharge occurs, where,
 - A. the discharger is or has been non-compliant with Part 3 of this By-law;
 - B. the discharger is or has been non-compliant with Part 4 of this By-law;
 - C. the discharger is or has been in an approved compliance program with the City; or
 - D. the discharger is or has been responsible for one of more spill(s) to a sewage works.
- 9.2 A pollution prevention plan shall comply with any guidelines that the City may establish from time to time.
- 9.3 A pollution prevention plan shall be completed by the discharger and submitted to the City for approval within six (6) calendar months of notification by the City that a pollution prevention plan is required.
- 9.4 The discharger shall keep a copy of the current approved pollution prevention plan at the site in respect of which it was prepared and shall make the approved pollution prevention plan available for review by an enforcement officer and, upon request, shall provide a copy of the approved pollution prevention plan in the requested manner and format at no charge to the City.
- 9.5 The City may exempt a discharger from the requirements to develop a pollution prevention plan where the discharger has implemented and maintains a currently registered ISO 14001 Program which is accredited by the Standard Council of Canada or the Registrar Accreditation Board and which is currently accredited by a third party auditor. If such an exemption is made, the discharger shall keep a copy of the registered ISO 14001 Program at the site and shall make it available for review by an enforcement officer and, upon request, shall provide a copy in the requested manner and format, at no charge to the City.

10. Sampling and Analytical Requirements

- 10.1 The City, by written notice, may require a discharger, at the discharger's expense, to monitor, sample and/or analyze, in accordance with the procedures and methods set out in Standard Methods and through an accredited laboratory, one or more discharges from a site and submit the analysis, results and/or the samples to the City by the date set out in the notice.
- 10.2 The City may establish non-compliance with this By-law on the basis of a grab sample or

a composite sample of a discharge, which may contain additives for its preservation, that may be collected manually or by using an automatic sampling device, and analyzed in accordance with the procedures and methods set out in Standard Methods.

- 10.3 For each of the metals whose concentration is limited in Table 1 or Table 2 of Schedule "A", the analysis shall be for the quantity of total metal, which includes all metal both dissolved and particulate.
- 10.4 Where there is no maintenance access hole meeting the requirements of Part 17 of this By-law, the City may, by given a written notice to an industry, make use of an alternative device for the purpose of sampling a discharge to the sewage works.

11. Spills

- 11.1 In the event of a spill to a sewage works, the person with charge, management or control of the substance spilled or the person who caused or permitted the spill shall immediately notify the City, provide any information with respect to the spill which the City advises it requires, and complete any work the City may require to mitigate the spill.
- 11.2 Notwithstanding section 11.1 herein, the person who gave notice under that section shall do everything possible to stop and contain the spill, protect the health and safety of the public and adjacent occupants, minimize damage to property, protect the natural environment, mitigate actual and potential impacts, clean-up the spill and remediate and restore the affected area to its condition prior to the spill event.
- 11.3 Within five (5) calendar days after the first occurrence of the spill, the person who gave notice under section 11.1 herein shall provide a written report on the spill to the City containing information to the best of the person's knowledge including,
 - A. location where the spill occurred;
 - B. name and phone number of the person who reported the spill and location where such person can be contacted;
 - C. date and time of spill;
 - D. substance that was spilled;
 - E. physical and chemical characteristics of the spilled substance;
 - F. volume of the substance spilled;
 - G. duration of the spill event;
 - H. any relevant information regarding the cause of the spill or the circumstances surrounding the spill event;
 - I. work completed, in progress and/or to be undertaken to mitigate the spill;
 - J. prevention actions being taken to ensure the situation does not occur again; and
 - K. impact of the spill or any other information in relation to the spill the City may indicate.
- 11.4 If a person to whom this Part applies is not able to provide or otherwise does not provide all of the information required by sections 11.1 and 11.3 herein, the person shall take all reasonable steps to ascertain the missing information and provide it immediately to the City.

- 11.5 If a person to whom this Part applies becomes aware that any information provided to the City pursuant to sections 11.1 and 11.3 herein was inaccurate or is no longer accurate, the person shall immediately notify the City of the inaccuracy and provide corrected information.
- 11.6 The spill reporting requirements set out in this Part are in addition to and do not replace any other reporting obligations imposed upon a person by federal or provincial legislation.

12. Confidential Information

- 12.1 All information submitted to and collected by the City under the authority of this By-law, including but not limited to information contained in or obtained through Discharger Information Reports, pollution prevention plans, compliance programs, surcharge agreements, applications, inspection, monitoring or sampling activities will, except where otherwise provided in this section, be available for disclosure to the public in accordance with the *Municipal Freedom of Information and Protection of Privacy Act, 2001*, S.O. 2001, c. 25 ("MFIPPA"), as amended.
- 12.2 In the event that any person is submitting information, in any form, to the City as required under this By-law where such information is confidential or proprietary or otherwise may be exempt from disclosure under MFIPPA, the person submitting the information shall so identify that information upon its submission to the City and shall provide sufficient details as to the reason for its purported exemption from disclose.

13. Dental Waste Amalgam Separators

- 13.1 Every person who owns or operates a dental practice shall comply with the *Dentistry Act, 1991*, S.O. 1991, c. 24, and the regulations made thereunder, as amended from time to time, for the management and disposal of amalgam waste.
- 13.2 A maintenance schedule and record of maintenance shall be made available for review by an enforcement officer and, upon request, a copy shall be provided to an enforcement officer in the manner and format requested, at no charge to the City, for each dental amalgam separator installed.
- 13.3 A record of inspection and any documentation certifying the installation of a dental amalgam separator shall be provided upon request to an enforcement officer and, a copy of the documentation shall also be provided in the requested manner and format at no charge to the City.

14. Food related Oil and Grease Interceptors

- 14.1 Every discharger whose site is, or contains, a restaurant or other industrial premises where food is cooked, processed or prepared shall take all necessary measures to ensure that oil and grease are prevented from discharging to,
- A. a sanitary sewer in excess of the limits in Table 1 as set out in Schedule "A" of this By-law; or
 - B. a storm sewer or land drainage works
- 14.2 A discharger to whom this Part applies shall install, operate, and properly maintain, in accordance with the requirements of this Part, an oil and grease interceptor in any piping system at its private site that connects directly or indirectly to a sewage works.
- 14.3 The installation and operation of each oil and grease interceptor shall be,
- A. in compliance with the current requirements of the *Building Code Act* and its regulations; and

- B. in accordance with the requirements of the Canadian Standards Association national standard CAN/CSA B481, as amended from time to time.
- 14.4 The discharger shall ensure all oil and grease interceptors are maintained in good working order, including the requirements that every oil and grease interceptor shall,
- A. be tested and maintained in accordance with the requirements of CAN/CSA B481, as amended from time to time;
 - B. have the maintenance requirements posted at the site in a conspicuous location in proximity to the oil and grease interceptor; and
 - C. be cleaned before the thickness of the organic material and solids residuals becomes greater than twenty-five percent of the available volume, with a cleaning frequency of at least once every four weeks.
- 14.5 The discharger must provide the maintenance schedule and record of maintenance for each oil and grease interceptor upon request to an enforcement officer and, a copy shall also be provided in the requested manner and format at no charge to the City, and must keep documentation of proof of interceptor clean-out and oil and grease disposal at the site for a minimum of two years.
- 14.6 Where a discharger fails to adequately maintain the oil and grease interceptor to the satisfaction of the City, the City may require an alarmed monitoring device or such other device to be installed at the expense of the discharger which the discharger shall then install at its expense, in accordance with specifications of CAN/CSA B481, as amended from time to time.
- 14.7 No discharger shall discharge or cause or permit the discharge of emulsifier to an interceptor to which this Part applies.
- 14.8 No discharger shall use or cause or permit the use of enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through an interceptor to which this Part applies except where a fixture is installed in accordance with the Building Code Act and its regulations.

15. Vehicle and Equipment Service Facility Oil and Grease Interceptors

- 15.1 Every discharger whose site is a vehicle or equipment service station, repair shop, garage or other industrial premises where motor vehicles are repaired, lubricated, washed or maintained shall take all necessary measures to ensure that oil and grease are prevented from discharging to a sanitary sewer in excess of the limits in Table 1 as set out in Schedule "A" of this By-law or a storm sewer or land drainage works.
- 15.2 A discharger to whom this Part applies shall install, operate and properly maintain, in accordance with the requirements of this Part, an oil and grease interceptor in any piping system at its site that connects directly or indirectly to a sewage works.
- 15.3 Each oil and grease interceptor required to be installed under this Part shall be installed in compliance with the current requirements of the *Building Code Act* and its regulations and in accordance with the requirements of the Canadian Standards Association national standard CAN/CSA B481, as amended from time to time.
- 15.4 The discharger shall ensure all oil and grease interceptors are maintained in good working order, including the requirements that every oil and grease interceptor shall,
- A. be maintained as recommended by the Canadian Petroleum Products Institute and in accordance with the manufacturer's guidance and recommendations;

- B. be inspected regularly to ensure performance is maintained and to ensure the surface oil, grease and sediment levels do not exceed the recommended level; and
- C. have the maintenance requirements posted at the site in a conspicuous location in proximity to the oil and grease interceptor.

15.5 The discharger must provide the maintenance schedule and record of maintenance for each oil and grease interceptor upon request to an enforcement officer and, a copy shall also be provided in the requested manner and format at no charge to the City, and must keep documentation of proof of interceptor clean-out and oil and grease disposal at the site for a minimum of two years.

15.6 Where a discharger fails to adequately maintain the oil and grease interceptor to the satisfaction of the City, the City may require an alarmed monitoring device or such other device be installed at the expense of the discharger.

15.7 No discharger shall discharge or cause or permit the discharge of emulsifier to an interceptor to which this Part applies.

15.8 No discharger shall use or cause or permit the use of enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through an interceptor to which this Part applies except where a fixture is installed in accordance with the Building Code Act and its regulations.

16. Sediment Interceptors

16.1 Where sediment may be discharged to a sewage works from the site of a discharger, including but not limited to sites using a ramp drain or area drain and vehicle wash establishments, the discharger shall take all necessary measures including an installation of sediment interceptor, if required to ensure that such sediment is prevented from discharging to,

- A. a sanitary sewer in excess of the limits in Table 1 as set out in Schedule "A" of this By-law; or
- B. a storm sewer in excess of the limits in Table 2 as set out in Schedule "A" of this By-law.

16.2 A discharger shall ensure that all sediment interceptors are maintained in good working order, including the requirements that every sediment interceptor shall be,

- A. maintained in accordance with the manufacturer's guidance and recommendations; and
- B. inspected regularly to ensure performance is maintained to the manufacturer's specifications.

16.3 The discharger must provide the maintenance schedule and record of maintenance for each sediment interceptor upon request to an enforcement officer and, a copy shall also be provided to the City in the manner and format requested at no charge to the City, and must keep documentation of interceptor clean-out and sediment disposal at the site for a minimum of two years.

17. Maintenance Access Holes

17.1 A discharger of commercial, institutional or industrial premises or multi-storey residential buildings with one or more sewer connections to a sewage works, at the discharger's expense, shall install or cause to install a maintenance access hole for each connection for the purpose of inspection, sampling, maintenance, flushing, and measurement of the

flow of discharges therein in accordance with the requirements of this Part.

17.2 Notwithstanding section 17.1 herein, where the installation of a maintenance access hole is not possible or is not acceptable to the City, an alternative device may be substituted with the prior written approval of the City.

17.3 A maintenance access hole or an alternative device shall be,

- A. located inside the property line of the discharger's site as per the City's Engineering Design Criteria and Standards, unless the City provides written approval for a different location;
- B. designed and constructed in accordance as per the City's Engineering Design Criteria and Standards;
- C. accessible at any time to the City for the purpose of inspection, sampling and measurement of the flow of discharges therein; and
- D. maintained by the discharger in good working condition, and when necessary, shall replace a maintenance access hole, alternative device or facility, at the discharger's expense.

18. Private Sewage Disposal Systems

18.1 Except as hereinafter provided, it shall be unlawful to construct or maintain any private sewage disposal system.

18.2 Where no municipal sanitary sewer is available adjacent to a property, the building sewer shall be connected to a private sewage disposal system to contain the sewage and the private disposal system shall be installed and maintained in compliance with all applicable acts, legislation, regulations and by-laws.

18.3 The owner or occupier of such property shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times and at no expense to the City.

18.4 At such time as a sanitary sewer becomes available to a property served by a private sewage disposal system, if notice has been given by the City, a direct connection shall be made to the sanitary sewer in compliance with this By-law and the Building Code Act and its Regulations, at the owner's expense, and any private disposal facilities shall be abandoned and filled in compliance with all applicable legislation, regulations and by-laws.

19. Sewer Connections

19.1 Application and Payment

- A. No person shall connect or cause to connect any private sewer connection to any municipal sewer connection, including any reconnection of an existing private sewer connection, without the written approval of the City and compliance with the requirements of this By-law.
- B. No sewer connection shall be constructed on any road allowance, easement, or other public land, except by the City or, where authorized in writing by the City, under a written agreement satisfactory to the City.
- C. The owner or owner's agent of the property seeking a new municipal sewer connection shall make an application on in the prescribed form to the City, shall make engineering submissions satisfactory to the City, and shall be responsible for all of the fees applicable which shall be determined by the City from time to time.

- D. If the owner or owner's agent requests to use the existing connection, the City will carry out a CCTV (closed circuit television) inspection, at the owner's expense, along the entire municipal portion of the sewer connection, and to ensure that the sewer connection is free of structural and operational defects and it is in accordance with the City's current Engineering Design Criteria and Standard Drawings as well as the requirements of this By-law.
- E. Whenever a building or structure on a property is demolished, any unused municipal sewer connection(s) serving the property shall be disconnected and capped. The owner or owner's agent of the property shall make an application in the prescribed form to the City, shall make engineering submissions satisfactory to the City, and shall be responsible for all of the fees applicable which shall be determined by the City from time to time.
- F. A single municipal sewer connection will be allowed for a property with multiple units, subject to the approval of the City.
- G. Any person who requires an additional municipal sewer connection to be supplied to a property or a change or an alteration to the existing municipal sewer connection to a property shall submit an application for such addition, change or alteration to the City. And it shall be accompanied by engineering studies, monitoring reports, drainage plans, grading plans, engineering plans and other detailed documentation and information as may be required by the City.

19.2 Installation of Sewer Connection and Disconnection Works

- A. Upon approval by the City of an application submitted under section 19.1 herein, a municipal sewer connection or disconnection works shall be performed by the City, at the expense of the owner, in accordance with the standards and specifications and upon such conditions, rates, fees, charges and costs as may be prescribed or determined by the City from time to time.
- B. At the sole discretion of the City, a municipal sewer connection may be installed by the owner's contractor who has been pre-qualified to carry out the work and the installation should be in accordance with the City's standards and specifications, as may be amended from time to time. The owner of the property shall pay for the cost of the City's inspection and administration, the amount of which shall be determined by the City from time to time.

19.3 Sewer Connections through neighboring Private Lands

- A. Where an owner or owner's agent of a property requires a sewer connection through neighboring private lands, the owner shall obtain a written authorization from those property owners and shall obtain a private easement over the neighboring private lands, to the satisfaction of the City, for the construction, operation, maintenance and replacement of the sewer connection and its appurtenances at the owner's expenses.
- B. No such sewer connection shall be constructed without first obtaining the authorization from those property owners and a private easement over the said properties.

19.4 Inflow of Storm Water into a Sanitary Sewer

- A. The owner of any building which has a roof leader discharging storm water, either directly or indirectly, into the sanitary sewer shall disconnect the down-spout pipe at grade and shall convey the storm water away from the building in such a way that the storm water will not accumulate at or near the building and will not adversely affect adjacent properties.

19.5 Storm Water Drainage

- A. An owner of the premises shall discharge storm water, at grade away from any building or structure on that property in such a manner that the storm water will not accumulate at or near the building or structure and will not adversely affect adjacent properties or create a hazardous condition.
- B. For any new or reconstructed buildings, no person shall construct, install, maintain, or cause or permit to be constructed installed or maintained, the direct or indirect connection of any roof water leader into storm drainage system.
- C. For buildings with flat roofs and designed with clean water collection system, subsections 19.5(A) and 19.5(B) herein may not be possible and they will be exempt from these provisions.
- D. Unless approved by the City, no person shall permit or maintain the direct or indirect connection of any roof water leader into storm drainage system.
- E. An owner may make an application to the City for an exemption from the terms and conditions of subsections 19.5(B) and 19.5(C) herein, where, compliance with those provisions would create a hazardous condition or is not technically feasible.
- F. Where an owner makes an application for an exemption under the terms and conditions of subsection 19.13(E) herein, the owner shall supply such plans, photographs, and other documentation as the City may request. The determination of an exemption shall be in the City's sole discretion.
- G. The property owner shall be responsible for maintenance of rear- yard catch basins, infiltration trenches/galleries, soak-away pits or other grassed swales located on private lands.
- H. Any discharge to storm sewer must meet quantity and erosion requirements as per Engineering Design Criteria, and shall be consistent with the approved watershed requirements, as provided by the City and other approval agencies having jurisdiction.
- I. No owner of industrial, commercial or institutional premises shall alter any storm water control installed on the premises which may increase design peak flow rates of storm water or impair the quality of storm water discharged to a storm sewer.
- J. Discharge from storm sewer systems not connecting to end-of-pipe quality treatments shall, in addition to meeting the contaminant limits in Table 2 as set out in Schedule "A" of this By-law, meet Enhanced Level of protection (80% long term Suspended Solid removal) as per the Ministry of the Environment and Climate Change's Storm Water Management Planning and Design Manual (2003), as amended.

19.6 Groundwater Drainage System and Dewatering

- A. No direct or indirect connection between a groundwater drainage system and the private sanitary drainage system is permitted.
- B. No owner of industrial, commercial or institutional premises shall do anything which may increase design peak flow rates of storm water or impair the quality of storm water discharged to a storm sewer.
- C. The groundwater drainage system set out in this Part shall be installed and maintained by the owner or operator of the premises, at his sole expense.

- D. Temporary and permanent dewatering facilities shall abide by the approval requirements in the City's latest Engineering Design Criteria, and dewatering activities discharging into the City's sewage systems shall be subject to the approval in accordance with sections 3.2 or 4.2 of this By-law.

20. Sewage Rates and Charges

No person may own or maintain any private sewer line or connection that drains or discharges into sewage works without paying the applicable sewage service fees, including the wastewater and storm sewer, to the City in the amount as set-out in the Schedule B of this By-law, or as amended.

20. General Prohibition and Liability for Damages

20.1 Protection from Damage or Alteration

No person shall uncover, make any connection with, open into, break, alter, damage, destroy, deface or tamper or cause or permit the breaking, damaging, destroying, defacing or tampering with any part of a sewage works; or any permanent or temporary device installed in any part of the sewage works for the purposes of flow measuring, flow control, sampling and testing of sewage, uncontaminated water or storm water.

20.2 Damage to the Sewage Works

Any person or discharger discharging sewage, uncontaminated water or storm water to the municipal sewage works shall be responsible for ensuring that such sewage, uncontaminated water or storm water conforms at all times to the provisions of this By-law and shall be liable for any damages or expense arising out of his failure to properly check and control such discharge, including the cost of investigation, repairing or replacing any part of any municipal sewage works damaged thereby and for any damages or injury to any person or property caused by such discharge.

20.3 Unauthorized Entry to Sewage Works

No person shall enter the sewage works unless specifically authorized by the City in writing.

20.4 Removal of Maintenance Access Hole Covers

No person shall remove or tamper with, or cause or permit the removal of or tampering with, any maintenance access hole cover or other opening into the sewage works unless specifically authorized by the City in writing.

21. Rebuttable Presumption

- 21.1 In a prosecution by the City for a contravention of this By-law, unless rebutted by evidence to the contrary on a balance of probabilities, a person who owns, is in occupation of or who has charge management or control of a property from which a discharge occurs or who has charge, management or control of sewage, storm water, uncontaminated water or other substance regulated by this By-law, shall be presumed to have discharged, caused or permitted a discharge.

22. Fees

- 22.1 Any municipal service fees for the administration and enforcement of this By-law shall be in accordance with the Schedule A of this By-law, or as amended.
- 22.2 Additional fees applicable to this By-law, not noted in the Schedule A of this By-law, may be imposed by the City from time to time.
- 22.3 Service fees for the administration and enforcement of this By-law may be applied when a contravention has been confirmed by an enforcement officer.

23. Offences

23.1 Every person who:

- A. contravenes any of the provisions of this By-law, or
- B. fails to comply with an Order issued under this By-law, or
- C. obstructs or attempts to obstruct an enforcement officer or any employee or agent of the City in carrying out his duties under this By-law,

is guilty of an offence and is liable, upon conviction to a maximum fine as established pursuant to the *Provincial Offences Act*, as amended.

23.2 If there is a contravention of any provision of this By-law, and the contravention has not been corrected, the contravention of the provision shall be deemed to be a continuing offence for each day or part of a day that the contravention remains uncorrected.

23.3 If an Order has been issued under this By-law, and the Order has not been complied with, the contravention of the Order shall be deemed to be a continuing offence for each day or part of a day that the Order is not complied with.

23.4 For the purposes of this By-law, "multiple offences" means an offence in respect of two or more acts or omissions each of which separately constitutes an offence and is a contravention of the same provision of this By-law.

23.5 For the purposes of this By-law, an offence is a second or subsequent offence if the act giving rise to the offence occurred after a conviction had been entered at an earlier date for the same offence.

24. Penalties

24.1 Pursuant to Section 429 of the *Municipal Act*, every Person who is guilty of an offence under this By-law shall be subject to the following penalties:

- A. Upon a first conviction, to a fine not more than \$25,000.00;
- B. Upon a second or subsequent conviction for the same offence, to a fine not more than \$50,000.00;
- C. Upon conviction for a continuing offence, to a fine of not more than \$10,000.00 for each day or part of a day that the offence continues and the total of all daily fines for the offence shall not be limited to \$100,000.00.

24.2 Where a Person convicted of an offence under this By-law is a corporation, then the corporation is liable,

- A. Upon a first conviction, to a fine not more than \$50,000.00;
- B. Upon a second or subsequent conviction for the same offence, to a fine not more than \$100,000.00;
- C. Upon conviction for a continuing offence, to a fine of not more than \$10,000.00 for each day or part of a day that the offence continues and the total of all daily fines for the offence shall not be limited to \$100,000.00.

25. Powers of Entry, Inspection and Enforcement

25.1 Pursuant to Sections 435, 436 and 438 of the *Municipal Act*, the City may enter on a property or lot at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with:

- A. the provisions of this By-law;
- B. a surcharge agreement, compliance program or pollution prevention plan approved or authorized under this By-law;
- C. an Order issued under this By-law; or
- D. any other approval issued by the City under Part 3 or Part 4 of this By-law to permit the discharge of a substance that would otherwise be prohibited by this By-law.

25.2 Pursuant to Section 435 of the *Municipal Act*, the City's power of entry may be exercised by an employee, officer or agent of the City, or by a member of the York Regional Police Service, as well as by any person under his direction.

25.3 When entering a property under this By-law, the person exercising the power of entry:

- A. shall provide identification to any person requesting identification during the course of the entry;
- B. may be accompanied by a person or persons under his direction; and
- C. shall not enter or remain in any room or place actually used as a dwelling unless at least one of the conditions set out in section 437 of the *Municipal Act* is met.

25.4 Where an inspection is conducted by the City, the person conducting the inspection may:

- A. require the production for inspection of documents or things relevant to the inspection;
- B. inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- C. require information from any Person concerning a matter related to the inspection including their name, address, phone number and identification; or
- D. alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

25.5 No person shall refuse or neglect to give, produce or deliver any access, information, document or other thing that is requested by an enforcement officer carrying out an inspection.

25.6 No person shall hinder or obstruct or attempt to hinder or obstruct the City, its enforcement officers, employees or agents from carrying out any powers or duties under this By-law.

25.7 Cost Recovery-Where the City, its employees or authorized agents have performed the work required to bring the property into compliance with the By-law, all expenses incurred by the City in doing the work as well as any related fees, shall be deemed to be a debt to the City and may be collected by action or the costs may be added to the tax roll for the property and collected in the same manner as taxes.

25.8 Collection of unpaid Fines- Pursuant to Subsection 441.1 of the *Municipal Act*, the

treasurer of a municipality may add any part of a fine for a commission of a provincial offence that is in default under Section 69 of the *Provincial Offences Act* to the tax roll for any property in the local municipality of which all of the owners are responsible for paying the fine and collect it in the same manner as municipal taxes.

26. Limitation

26.1 Nothing in this By-law shall be so construed as to permit anything, which by the provisions of any applicable act, regulation or by-law is otherwise prohibited.

26.2 This By-law shall not apply to discharges, activities or matters undertaken by the Region or the City.

26.3 Nothing in this By-law shall be deemed to be contrary to the Regional Sewer Use By-law.

27. Severability

27.1 Notwithstanding any section or sections of this By-law, or any part or parts thereof, may be found by a court of competent jurisdiction to be invalid or beyond the power of the Council to enact, such section or sections or part or parts thereof shall be deemed to be severable, and all other sections of this By-law, or parts thereof, are separate and independent therefrom and shall continue to be enforceable.

28. Schedules

28.1 Schedule "A" forms part of this By-law.

29. Repeal

29.1 By-law 12-74, as amended, is hereby repealed.

30. Short Title

30.1 This By-law shall be known and may be cited as the "Sewer Use By-law".

31. Force and Effect

31.1 This By-law shall come into force and effect upon the date it is passed by Council.

Enacted by City of Vaughan Council this ____ day of _____, 201__.

Hon. Maurizio Bevilacqua, Mayor

Jeffrey A. Abrams, City Clerk

Authorized by Item No. ____ of Report No. ____
of the _____ Committee
Adopted by Vaughan City Council on

OR

Authorized by By-law 195-2015 being a By-law to
authorize delegation of approval of certain
administrative matters to Staff.
Adopted by Vaughan City Council on
December 15, 2015.

OR

Authorized by By-law 332-98 being a By-law to
authorize the execution of documents of an
administrative nature by staff and/or the Mayor and
Clerk, the authorization for certain matters during the
hiatus of Council.
Adopted by Vaughan City Council on
September 28, 1998.

OR

In other circumstances, please consult either the City Clerk or the Director of Legal Services for an appropriate form.
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SCHEDULE "A"
Table 1 – Limits for Sanitary Sewer Discharge

Type of Parameter	Parameter	Limit
Conventional	Biochemical Oxygen Demand (BOD)	300 mg/L
	Total Kjeldahl Nitrogen	100 mg/L
	Oil & Grease – Mineral & Synthetic	15 mg/L
	Oil & Grease – Animal and Vegetable	150 mg/L
	Phenolics (4AAP)	1 mg/L
	Phosphorous (Total)	10 mg/L
	Suspended Solids (Total)	350 mg/L
Other	Cyanide (Total)	2 mg/L
	Fluoride	10 mg/L
	Sulphate	1500 mg/L
Metals	Aluminum (Total)	50 mg/L
	Antimony (Total)	5 mg/L
	Arsenic (Total)	1 mg/L
	Cadmium (Total)	0.7 mg/L
	Chromium (Total)	2 mg/L
	Cobalt (Total)	5 mg/L
	Copper (Total)	3 mg/L
	Lead (Total)	1 mg/L
	Manganese (Total)	5 mg/L
	Mercury (Total)	0.01 mg/L
	Molybdenum (Total)	5 mg/L
	Nickel (Total)	2 mg/L
	Selenium (Total)	1 mg/L
	Silver (Total)	5 mg/L
	Tin (Total)	5 mg/L
	Titanium (Total)	5 mg/L
	Zinc (Total)	2 mg/L
Organics	Benzene	10 ug/L
	Chloroform	40 ug/L
	1,2 –dichlorobenzene	50 ug/L
	1,4 –dichlorobenzene	80 ug/L
	Cis-1,2 –dichloroethylene	4,000 ug/L
	Trans- 1,3 – dichloropropylene	140 ug/L
	Ethylbenzene	160 ug/L

	Methylene chloride	2,000 ug/L
	1,1,2,2 –tetrachloroethane	1,400 ug/L
	Tetrachloroethylene	1,000 ug/L
	Toluene	270 ug/L
	Trichloroethylene	400 ug/L
	Xylenes (Total)	1,400 ug/L
	Di-n-butyl phthalate	80 ug/L
	Bis (2-ethylhexyl) phthalate	12 ug/L
	PCBs	1 ug/L
	Methyl Ethyl Ketone	8000 ug/L
	Styrene	200 ug/L
	Nonylphenols	20 ug/L
	Nonylphenol ethoxylates	200 ug/L

Table 2 – Limits for Storm Sewer Discharge

Type of Parameter	Parameter	Limit
Conventional	Biochemical Oxygen Demand (BOD)	15 mg/L
	Total Kjeldahl Nitrogen	1 mg/L
	Phenolics (4AAP)	0.008 mg/L
	Phosphorous (Total)	0.400 mg/L
	Suspended Solids (Total)	15 mg/L
	Cyanide (Total)	0.020 mg/L
Metals	Arsenic (Total)	0.020 mg/L
	Cadmium (Total)	0.008 mg/L
	Chromium (Total)	0.080 mg/L
	Copper (Total)	0.050 mg/L
	Lead (Total)	0.120 mg/L
	Manganese (Total)	0.150 mg/L
	Mercury (Total)	0.0004 mg/L
	Nickel (Total)	0.080 mg/L
	Selenium (Total)	0.020 mg/L
	Silver (Total)	0.120 mg/L
	Zinc (Total)	0.040 mg/L
Organics	Benzene	2.0 ug/L
	Chloroform	2.0 ug/L
	1,2 –dichlorobenzene	5.6 ug/L
	1,4 –dichlorobenzene	6.8 ug/L
	Cis-1,2 –dichloroethylene	5.6 ug/L
	Trans- 1,3 – dichloropropylene	5.6 ug/L
	Ethylbenzene	2.0 ug/L
	Methylene chloride	5.2 ug/L
	1,1,2,2 –tetrachloroethane	17.0 ug/L
	Tetrachloroethylene	4.4 ug/L
	Toluene	2.0 ug/L
	Trichloroethylene	8.0 ug/L
	Xylenes (Total)	4.4 ug/L
	Di-n-butyl phthalate	15.0 ug/L

	Bis (2-ethylhexyl) phthalate	8.8 ug/L
	PCBs	0.4 ug/L

SCHEDULE “B”

METERED ACCOUNTS*		
A.	Wastewater – Discharge Rate	\$2.1426 per cubic meter based on water consumption effective with water meters read starting on April 1, 2016.
B.	Minimum Invoice Charge per Month	\$ 11.00 per month (conditions apply)

UNMETERED ACCOUNTS*		
A.	Rate per Month - \$25.00	This rate shall be charged for each unit on the premises and a “unit” shall be a room or rooms or part of a building that is separately assessed on the assessment roll or capable of being assessed.

SERVICE CHARGES*			
A.	Turn Off	During Working Hours (Monday to Friday from 8:00 a.m. to 3:30 p.m.)	\$ 64.00 per hour
		Other than Working Hours (Including Weekends and Holidays)	\$ 85.00 per hour
B.	Turn On	During Working Hours (Monday to Friday from 8:00 a.m. to 3:30 p.m.)	\$ 64.00 per hour
		Other than Working Hours (Including Weekends and Holidays)	\$ 85.00 per hour
C.	Sewer Camera Service (identify blockages in sanitary/storm lateral lines on private property)	• Inside	\$ 64.00 per hour (minimum 3 hours)
		• Main	\$ 299.00 flat fee
D.	Sewer Back-up Investigation Service (for response to emergency request from private owner related to back-up)	• If blockage on City property	\$ no charge
		• If blockage on private property, flat rate fee per hour	\$ 117.00 per hour (minimum 3 hours)
E.	Sanitary Sewer Connection		Site specific as quoted
F.	Sanitary Sewer Disconnection		Site specific as quoted
G.	Storm Sewer Connection		Site specific as quoted
H.	Storm Sewer Disconnection		Site specific as quoted
I.	Additional CCTV Reports		\$ 75.00 for each additional copy

SERVICE CHARGES*		
J.	Additional CCTV Disk	\$ 15.00 for each additional copy
K.	Temporary Dewatering Discharge Fees Sanitary Sewer System	\$ 0.7268 per m ³ based on meter read
L.	Dewatering Discharge Application Process Fees	\$ 450.00
M.	General Administration Fee where applicable	15%
N.	A charge of \$15.00 plus bank charges shall be applied for each cheque returned by a bank or other financial institution.	
O.	Overdue accounts are subject to a late payment charge of 1.5% per month (compounded to 19.56% annually).	

***Amounts exclude Harmonized Sales Tax (HST) HST will be added where applicable**

Responsibility Matrix – Vaughan & York Region

The purpose of this matrix is to establish roles and responsibilities of the Regional Municipality of York's (the "Region") and the City of Vaughan's (the "City") sewer use bylaw program in order to enhance the effectiveness and efficiency of program delivery. This collaborative effort will:

- minimize duplicated sampling tasks
- increase monitoring coverage of ICI dischargers
- allow better information sharing
- better protect the overall wastewater systems
- help reduce program expenditures
- facilitate enforcement of the bylaws

The definition for each of the roles is as follows:

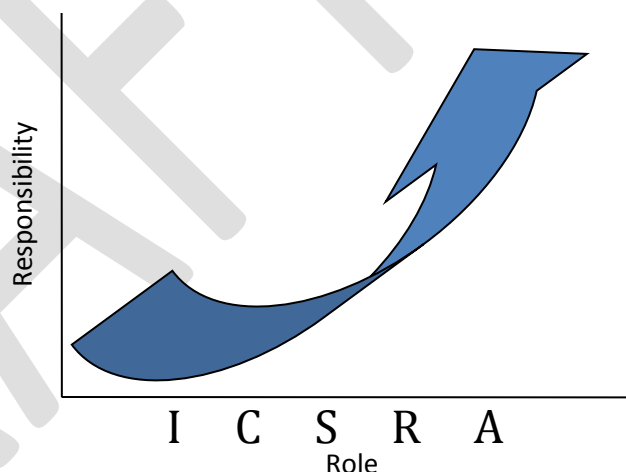
"A" Accountable, 'The Buck Stops Here'

"R" Responsible, 'The Doer'

"S" Support

"C" Consult, 'In the loop'

"I" Inform, 'Keep in the picture',
provide input when requested or
required



The role of "I" (inform) involves the least responsibility while the role of "A" (accountable) involves the most. Where two parties share the role of "R" indicates collaboration.

Activity	York Region	Vaughan	ICI
1. Sampling and Monitoring			
Includes regular sampling and monitoring, legal sampling, site inspections, fats, oil and grease			
1.1 Local Impact Sampling and Monitoring Policies			
Create, review, update	S C	AR	I
Communicate with ICIs	C	AR	I

Activity	York Region	Vaughan	ICI
1.2 Regional Impact Sampling and Monitoring Policies			
Create, review, update	A R	S C	I
Communicate	A R	C	I
1.3 Surcharge Monitoring in Vaughan			
Surcharge ICIs	AR	SI	I
Inspect Surcharge ICIs	AR	SI	
Provide Surcharge ICI Listing	AR	CI	
Communicate with surcharge ICIs for all violations including pH, oil & grease and SS.	AR	I	
Communicate with customers if surcharge ICIs affect/damage the local pipe integrity.	CI	AR	
Review new agreements within 1 week of receipt	CI	AR	
1.4 Routine Monitoring in Vaughan			
1.4 a) Region - Sampling High, Medium, Low Risk ICIs (including surcharges). Test for TSS, and other parameters including pH and FOG	AR	CI	I
○ Determine which parameters are sampled at each location	AR	SI	
○ Prepare COCs and sampling bottles; take samples and deliver them to the Lab; pay lab fee	AR		
○ Inspect industries	AR	CI	
1.4 b) City – Sampling ICI dischargers	CI	AR	I
○ Determine which parameters are sampled at each location	SI	AR	
○ Prepare COCs and sampling bottles; take samples and deliver them to the Lab; pay Lab Fee		AR	
○ Inspect Industries	SC	AR	
1.5 Ensuring Grease Traps in Food Establishments			
Education materials - development	AR	SC	C
Education materials – delivery to customers	R	AR	

Activity	York Region	Vaughan	ICI
On-site inspections and communication	R	AR	
1.6 Identification of New Businesses			
Vaughan to liaise with appropriate departments and agencies to get regular updates on new businesses	CI	AR	S
1.7 Discharger Information Report			
Collect information from Surcharge ICIs	AR	CI	I
Collect information from ICIs other than surcharges	AR	AR	
Collect and analyse initial characterization samples	AR	AR	
Conduct Risk Assessment solely for pH, TOG and S.S.	CI	AR	S
Conduct Risk Assessment for all parameters	AR	CI	S
Determine if new ICI to be monitored by City or Region	AR	AR	
1.8 Regional Asset Management			
Proactive infrastructure inspection	AR	SC	
Investigation (e.g.) tracing questionable discharges up the sewer system to identify potential source	AR	SC	
1.9 City Asset Management			
Proactive infrastructure inspection	SC	AR	
Investigation (e.g.) tracing questionable discharges up the sewer system to identify potential source	SC	AR	
Billing ICIs for damages	SC	AR	

Activity	York Region	Vaughan	ICI
2. Enforcement and Compliance Includes escalation protocol for non-compliant dischargers: Violation notices, issuing of tickets, orders, compliance programs, investigations, collection of evidence, court proceedings. The monitoring of industrial discharges within the City will be carried out collaboratively by the Region and the City. Both the Region and the City will enforce their own Sewer Use Bylaw. However, enforcement pertaining to discharges impacting local systems will primarily be done by the City, whereas the Region will focus on the enforcement of the matters that have an impact on Regional infrastructure. Notwithstanding the above enforcement will typically be conducted by the municipality that has conducted the non-compliant sampling and that has a history with the ICI.			
2.1 Local Impact Enforcement and Compliance			
Create, review, update policies	S C	A R	C
Communicate policies	S I	A R	I
Take enforcement action <ul style="list-style-type: none"> • Violation Notices • Compliance Orders • Legal Proceedings • Recover repair costs from dischargers for infrastructure damages 	S C	A R	I
2.2 Regional Impact Enforcement and Compliance (Surcharge ICIs)			
Create, review, update policies	A R	CI	I
Communicate policies	A R	CI	I
Take enforcement action <ul style="list-style-type: none"> • Violation Notices • Compliance Orders • Legal Proceedings 	A R	S C	I
2.3 Industrial Sanitary Spill Response			
Create, review, update and communicate policy	S C	A R	C
Respond	S C	A R	R
2.4 Compliance Program			
Create, review, update and communicate policy	A R	S C	

Activity	York Region	Vaughan	ICI
Process and review application	A R	S C	
Issue approval	A R	C I	
Monitor compliance plan progress	A R	S I	
Conduct Compliance Program Close-out Inspection	A R	I	
2.5 Vehicle and Equipment Service Oil and Grease Interceptor Inspection			
Create, review and update inspection form	A R	C I	
Inspect facility <ul style="list-style-type: none"> • Ensure maintenance requirements are posted • Check maintenance records 	A R	A R	I
Take enforcement action <ul style="list-style-type: none"> • Violation Notices • Compliance Orders • Legal Proceedings 	S C	A R	I
3. Administration			
Includes activities and tools for the entire program			
* The Region and local municipalities will each be responsible for their respective bylaws and program data			
3.1 Data Management			
Collect and store the testing data from the local municipality	A R	SC	I
Collect, store and provide data re:			
<ul style="list-style-type: none"> • Surcharges/compliance program 	A R	SCI	I
<ul style="list-style-type: none"> • Regular monitoring 	A R	I	I
<ul style="list-style-type: none"> • Sharing DIR data 	A R	AR	I
Review Data	A R	SC	I

Activity	York Region	Vaughan	ICI
4. Communication and Outreach Includes communication to Council, ICI dischargers, residents, and industry organizations/associations The Region and the City will work collaboratively to develop reports, presentations, and promotional/educational materials. Each party, however, will be responsible for its own production of the materials.			
Council Reports and Presentations – to ROY’s Council	A R	CI	
Council Reports and Presentations – to Vaughan’s Council	CI	AR	
Distributing promotional and educational materials – Regional Impacts	A R	SI	
Distributing promotional and educational materials – Local Impacts	SI	AR	
Complaints – Local infrastructure	S I	A R	
Complaints – Regional Infrastructure	AR	S I	

This York Region – Vaughan Responsibility Matrix is not a legally binding document; rather it provides the foundation in which both municipalities will work to achieve a collaborative sewer use program. Staff endorse the principles set out in the Matrix.

Signatures:

Roy Huetl, Director, OMM, York Region

Date

Jennifer Rose, Director, Environmental Services, City of Vaughan

Date