

Septage Disposal By-Law

Title

1 This By-Law is made pursuant to section 333 of the *Municipal Government Act*, S.N.S. 1998, c. 18, may be cited as the Septage Disposal By-Law and shall apply to the entire Municipality of the County of Cumberland.

Interpretation

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- (1) In this By-Law the words "shall" and "must" are mandatory and not permissive. Words used in the present tense include the future. Words used in the singular include the plural except where otherwise indicated and words used in the plural include the singular.
- (2) This By-Law shall be read and applied in conjunction with all federal and provincial regulations governing the pumping, handling, transportation and treatment of septage.

Definitions

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- (1) In this By-Law, unless the context otherwise requires:
 - (a) "Council" means the Municipal Council of the Municipality of the County of Cumberland.
 - (b) "domestic septage" means the liquid, semi-solid and solid material resulting from the treatment of domestic sewage (as defined herein) by on-site wastewater disposal systems including septic tanks, holding tanks and vault privies.
 - (c) "domestic sewage" means the wastewater produced as a result of normal human living activities such as food preparation and consumption, household cleaning, washing and the use of toilet facilities, whether those activities take place in a residential, commercial or institutional setting. Domestic sewage specifically excludes wastewater produced by industrial, processing, manufacturing, mining or agricultural activities.
 - (d) "Engineer" means the Director of Public Works of the Municipality and his or her delegate(s).
 - (e) "holding tank" means a closed watertight receptacle that is designed and used to receive and store domestic sewage, as defined herein, prior to collection by a domestic septage disposer for disposal;
 - (f) "license" means a document issued by the Engineer pursuant to this By-law stating that the person named therein, subject to this By-law and any conditions specified in the license, may dispose of domestic septage at the septage treatment facility, and "licensed" has a similar meaning.

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- (g) "licensed domestic septage disposer" and "licensed disposer" mean persons holding a license pursuant to this By-Law to dispose of domestic septage at the septage treatment facility.
- (h) "Municipality" means the Municipality of the County of the Cumberland.
- (i) "NSDEL" means Nova Scotia Department of Environment and Labour.
- (j) "owner" includes a part owner, joint owner, tenant in common or joint tenant of the whole or any part of any land or building; and in case of the absence or incapacity of the person having title to the land or building a trustee, an executor, an administrator, a guardian, an agent, a mortgagee in possession or any other persons having the care or control of the land or building and in absence of proof to the contrary, the person assessed for the property;
- (k) "person" and "persons" mean an individual, sole proprietorship, partnership, co-operative or corporation;
- (l) "pumper/transport vehicle" means a vehicle operated by a domestic septage disposer and used for the purposes of collecting and/or transporting domestic septage intended for disposal at the septage treatment facility.
- (m) "septage" means the liquid, semi-solid and solid material resulting from the treatment of sewage by individual on-site wastewater disposal systems and includes domestic septage (as defined herein).
- (n) "septage treatment facility" means the centralized treatment facility designed for the storage and de-watering of septage and holding tank material located at Little Forks, Cumberland County and owned and operated by the Municipality.
- (o) "standard methods for the examination of water and wastewater" and "Standard Methods" mean the analytical and examination procedures provided in the edition current at the time of testing, published jointly by the American Public Health Association and the American Water Works Association or any publication by or under the authority of the Canadian Standards Association deemed appropriate by the Municipality;
- (p) "year" means the fiscal year of the Municipality.

Administration and Authority

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- (1) The Engineer may conduct inspections and take steps to administer and enforce this by-law or remedy a contravention of this by-law without prior notice to a licensed domestic septage disposer.
- (2) Council may by Policy set and from time to time, revise the fees, limits and the service area set out in Schedules "A", "B" and "C", attached hereto.

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Disposal

- 5 All domestic septage originating within the service area and collected by a licensed domestic septage disposer may be disposed of at the septage treatment facility provided this By-law is complied with.

Licensing

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- (1) Only licensed domestic septage disposers may use the septage treatment facility.
- (2) A license shall only be issued to a sole proprietorship, partnership, cooperative or corporation duly registered with the Registry of Joint Stock Companies for the Province of Nova Scotia, or to an individual doing business under his or her own name.
- (3) A license shall only be issued to a person who holds a valid permit or registration to pump and transport septage, as required or issued by the Nova Scotia Department of the Environment and Labour.
- (4) Any person wishing to obtain a domestic septage disposer's license must make application to the Municipality as set out in Schedule "C" herein and, on an annual basis pay the appropriate fee listed in Schedule "A" herein.
- (5) The Engineer shall issue a license to a person who has submitted all information required by, and who is in compliance with, this By-law and the Schedules to this By-law.
- (6) The license shall specify the particular vehicle(s), by description and vehicle license plate particulars, that a licensed disposer shall use when pumping, transporting or disposing of septage in the Municipality together with such other conditions as the Engineer may reasonably impose.

Testing

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The contents of all pumper and transport vehicles disposing of domestic septage at the septage treatment facility are subject to sampling, monitoring and analysis by the Municipality, at the direction of the Engineer, at any time and without notice.

Prohibitions

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- (1) Any person discharging or causing to be discharged domestic septage into the septage treatment facility must comply with the following:
 - (a) only domestic septage may be discharged to the facility;
 - (b) all domestic septage must comply with all limits specified in this By-law and all the Schedules attached herein; and,
 - (c) the domestic septage vehicle operator shall ensure no material of any description is spilled or deposited at the septage treatment facility except in compliance with this By-law and any directions posted at the facility or provided by the Engineer.
- (2) No person shall deposit, or cause or permit to be deposited, any material in the septage treatment facility that they know or should reasonably know:

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- (a) is not domestic septage;
 - (b) has a temperature excess of sixty (60) degrees Celsius.
 - (c) is flammable or explosive;
 - (d) is capable of obstructing the flow in, or interfering with the proper operation of, the facility;
 - (e) has a corrosive property that could be hazardous to the facility;
 - (f) could cause the facility to generate foam in such a quantity that it creates a nuisance;
 - (g) contains fish or animal offal or pathological or medical wastes;
 - (h) contains animal fats, wax, grease or vegetable oil in liquid or solid form in concentrations exceeding those levels set out in Schedule "B";
 - (i) contains herbicides, pesticides, xenobiotics, polychlorinated biphenols or radioactive materials;
 - (j) contains any substance that destroys, prohibits or inhibits the growth of micro-organisms or cultures;
 - (k) has concentrations of suspended solids that exceed the limit specified in Schedule "B" herein;
 - (l) contains toxic substances in excess of the concentrations set out in Schedule "B" herein;
 - (m) contains substances for which special treatment or disposal practices are required by any applicable enactments of Canada or the Province of Nova Scotia; or
 - (n) contains ashes, cinders, garbage, sand, potters clay, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, cellulose or other solid or viscous substances capable of causing obstruction or other interference with the proper operation of the septage treatment facility.
- (3) No person shall deposit, or cause to be deposited, septage in a storm sewer.
- (4) No person shall deposit, or cause or permit to be deposited, septage into a sanitary sewer, manhole or wastewater treatment facility or collection system operated by the Municipality without written authorization from the Municipality.
- (5) Violation of subsections (1), (2), (3) or (4) of this section is a "license offense" with the consequences set out in section 19 in this By-law.

Volume

- 9 All domestic septage discharged at the septage treatment facility shall be measured for volume and/or weight by such methods as the Municipality or the Engineer may direct.

Daily Operational Manifest

- 10 Domestic septage disposers must maintain a daily operational manifest tabulated in the form specified in Schedule "D" herein. This manifest must be kept in the cab of the pumper/transport vehicle and all information must be completed in full on the form including the property owner's signature or in the absence of the owner's signature must include a copy of the job invoice. This manifest must be presented to the engineer or delegate upon request. Copies of these manifests must be submitted to the Engineer monthly. Failure to present or submit or the presentation or submission of incomplete manifests will result in license suspension as set out in section 18 herein.

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Auditing

- 11 The Municipality shall have the authority to audit operational manifests including communicating with the property owner identified to verify the information. Random auditing may also be conducted of reported volumes and delivered volumes. False reporting of information and significant volume variances between reported and actual volumes are license offenses with consequences set out in section 19 of this By-law and may be subject to further legal actions as deemed appropriate.

Vehicle Signage

- 12 The Engineer shall assign a license number to each licensed pumper and shall provide signage indicating that number and the existence of the license for each vehicle identified in a license. Failure to install the signage as directed by the engineer or to maintain its visibility will result in license suspensions as set out in section 18 of this By-law.

Limits per Week

- 13
- (1) Council may by policy set limits for the weekly total amount of domestic septage disposed of in the septage treatment facility. Upon reaching the weekly discharge limit, all discharge to the facility will be suspended, without notice if necessary, until such time as the Engineer determines the facility can safely resume operations.
 - (2) The Engineer shall make reasonable efforts to notify license holders when it appears the weekly discharge limit of the septage treatment facility will be reached.

Prohibiting Discharge

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- (1) Any employee of the Municipality present at the septage treatment facility has the authority to order any domestic septage disposer and any other person not to dispose of, or to stop disposing, septage, or any other material, at the septage treatment facility. Such order shall be based on the employee's reasonable belief that the disposal is or would be in violation of this By-law or would interfere with the normal operation of the facility. This authority may also be exercised by any employee of the CJSMA specifically authorized in writing, which may be conveyed by facsimile, by the Engineer.
- (2) Failure to comply with an order made pursuant to section (1) of this section is a "license offense" with consequences as set out in section 19 of this By-law.

Fee per Liter of Septic Waste

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- (1) Council shall by Policy adopt a schedule of fees to be paid for use of the septage treatment facility, which Policy shall be annexed hereto as Schedule "A";
- (2) A domestic septage disposer using the treatment facility shall pay the fees set out in Schedule "A", within 30 days of the invoiced date.
- (3) Failure to pay the fees prescribed in Schedule "A" within 30 days of the invoiced date will result in a license suspension with consequences as set out in section 18 herein.
- (4) Fees owing to the Municipality pursuant to this By-law, and the Schedules to this By-law are collectable as ordinary debt pursuant to the laws of Nova Scotia.

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Business Hours

- 16 The days and hours during which domestic septage may be disposed of at the septage treatment facility shall be determined by the Engineer and posted at the facility.

Notification

- 17 Notification and invoicing will be deemed as received five business days after the date of mailing by regular mail to the mailing address listed on the licensing form; or the following calendar day if hand delivered to the street address listed on the licensing form.

License Suspension

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- (1) Any licensed disposer who contravenes or fails to comply with the provisions of sections 10, 12 or 15 of this By-law shall:
- (a) on a first contravention or failure to comply, receive a temporary license suspension which shall last until 5 days after the infraction for which the suspension had been given is corrected;
 - (b) on a second contravention or failure to comply, receive a temporary license suspension which shall last until 30 days after the infraction for which the suspension had been given is corrected; and
 - (c) on a third or any subsequent contravention or failure to comply, receive a temporary license suspension which shall last until 90 days after the infraction for which the suspension had been given is corrected.

License Offenses

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- (1) Any licensed disposer who contravenes or fails to comply with the provisions of sections 8, 11 or 14 of this By-law has committed a license offense and shall:
- (a) on a first contravention or failure to comply, receive a temporary license suspension of 5 days and must pay to the Municipality a reinstatement fee of \$250.00 before the license is reinstated;
 - (b) on a second contravention or failure to comply, receive a temporary license suspension of 30 days and must pay to the Municipality a reinstatement fee of \$1000.00 before the license is reinstated;
 - (c) on a third contravention or failure to comply, receive a temporary license suspension of 90 days and must pay to the Municipality a reinstatement fee of \$2500.00 before the license is reinstated; and
 - (d) on a fourth or any subsequent contravention or failure to comply, receive an indeterminate license suspension, shall be prohibited from applying for reinstatement for 12 months, must obtain Council approval for the reinstatement and must pay a reinstatement fee of \$5000.00.
- (2) If a license offense continues for more than one day, each day may be dealt with as a separate violation.

Accountability

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- 20 The actions of any persons in the employ or acting on behalf of a domestic septage disposer while performing activities governed by this by-law are deemed, for the purpose of this bylaw, to be conducted by the licensed disposer.

Clerk's Annotation For official By-Law Book

Date of first reading: June 14, 2006
Date of advertisement of Notice of Intent to Consider: June 24, 2006
Date of second reading: July 19, 2006
*Date of advertisement of Passage of By-Law: August 5, 2006
Date of mailing to Minister a certified copy of By-Law: August 3, 2006

I certify that this SEPTAGE DISPOSAL BY-LAW was adopted by Council and published as indicated above.

Rennie Bugley
Rennie Bugley, Clerk

October 23, 2006
Date

*Effective Date of the By-Law unless otherwise specified in the text of the By-Law

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Policy Respecting Schedule "B" of the Septage Disposal By-Law

Schedule "B" Septage Treatment Facility –

Additional Disposal Limits and Parameters

Schedule "B" Septage Treatment Facility – Additional Disposal Limits and Parameters

Weekly Limits

- 1 The total weekly volume of septage received at the Plant is limited to 130,000 liters with a solids content of 1.5%. The total weekly amount of solids received at the Plant is limited to 195 kilograms.

Solids Content

- 2 The solid content of septage cannot exceed 4% regardless of the volume to be dumped at the Plant.

Fats, Oil and Grease

- 3 There are no limits on fats, oil and grease, as of the effective date of the Septage Disposal By-Law.

Additional Prohibited Toxic Parameters

- 4 There are no additional prohibited toxic parameters, as of the effective date of the Septage Disposal By-Law.

Clerk's Annotation For Official Policy Book

Date of Notice to Council Members
of Intent to Consider [7 days minimum]: July 11, 2006

Date of Passage of Current Policy: July 19, 2006

I certify that this POLICY RESPECTING SCHEDULE "B" OF THE SEPTAGE DISPOSAL
BY-LAW was adopted by Council as indicated above.

Rennie Bugley
Rennie Bugley, Clerk

October 23, 2006
Date

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Policy Respecting Schedule "C" of the Septage Disposal By-Law

Schedule "C" Septage Treatment Facility – Licensing Application

Schedule "C" Septage Treatment Facility – Licensing Application

APPLICATION FOR A LICENCE TO DISPOSE OF DOMESTIC SEPTAGE AT THE LITTLE FORKS SEPTAGE TREATMENT FACILITY

(Please print clearly and legibly)

Name of Applicant (if a company, corporate name) _____

Mailing Address _____

Street Address _____

Community _____ **Postal Code** _____

Phone: Work _____ **Home** _____

Cellular _____ **Fax** _____

HST # _____ **No. of Pumper/Transport Vehicles** _____

Plate# (Truck #1) _____ **Plate # (Truck #2)** _____

Make (Truck #1) _____ **Make (Truck #2)** _____

Model (Truck #1) _____ **Model (Truck #2)** _____

VIN# (Truck #1) _____ **VIN# (Truck #2)** _____

Signing Authority:

First Name _____ **Last Name** _____ **Position** _____

Date _____ **Signature of Applicant** _____

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Information:

1. The application fee of \$50.00 must accompany this application form (Make the cheque payable to the Municipality of Cumberland County).
2. The completed form and payment can be returned by mail or dropped off at the Municipal offices.
3. Include proof of registration with Nova Scotia Department of the Environment and Labour as a septic tank cleaner as per section 37(1) of the Nova Scotia On-site Sewage Disposal Systems Regulations.
4. All licences expire on March 31st each year.
5. Annual renewal requires a completed application and the licensing fee.

Clerk's Annotation For Official Policy Book

Date of Notice to Council Members
of Intent to Consider [7 days minimum]: July 11, 2006

Date of Passage of Current Policy: July 19, 2006

I certify that this POLICY RESPECTING SCHEDULE "C" OF THE SEPTAGE DISPOSAL
BY-LAW was adopted by Council as indicated above.

Rennie J. Bugley
Rennie Bugley, Clerk

October 23, 2006
Date

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Policy Respecting Schedule "D" of the Septage Disposal By-Law

Schedule "D" Septage Treatment Facility – Operator Manifest

Schedule "D" Septage Treatment Facility – Operator Manifest

LICENSED DOMESTIC SEPTAGE DISPOSER DAILY OPERATIONAL MANIFEST

Company Name _____

Pumpers License # _____

Month _____

Year _____

CUSTOMER DATA							
OWNER'S NAME	CIVIC #	STREET/ ROAD	COMMUNITY	DATE	TIME	VOLUME	OWNER'S SIGNATURE

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Clerk's Annotation For Official Policy Book

Date of Notice to Council Members
of Intent to Consider [7 days minimum]: July 11, 2006

Date of Passage of Current Policy: July 19, 2006

I certify that this POLICY RESPECTING SCHEDULE "D" OF THE SEPTAGE DISPOSAL
BY-LAW was adopted by Council as indicated above.

Rennie J Bugley
Rennie Bugley, Clerk

October 23, 2006
Date