

## MUNICIPALITY OF LEAMINGTON

### BY-LAW 259-01

BEING a by-law to regulate discharges into the municipal sewer works.

WHEREAS Sections 210 (83) and 210 (84) of the Municipal Act, R.S.O. 1990, c. M. 45, as amended authorizes the Council of the Municipality to enact a by-law to regulate sewage and regulate the operation and maintenance of sewage works;

AND WHEREAS Section 322 of the Municipal Act authorizes the Council of a Municipality to provide for fines for the contravention of such a by-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF LEAMINGTON ENACTS AS FOLLOWS:

#### ***Part 1 – Definitions:***

1 In this bylaw:

- 1) “biomedical waste” means  
biomedical waste as defined in the Ontario Ministry of the Environment Guideline C-4 entitled “The Management of Biomedical Waste in Ontario” dated April 1994, as amended from time to time;
- 2) “biochemical oxygen demand (B.O.D.)” means  
the quantity of oxygen utilized in the biochemical oxidation of organic matter in five (5) days at twenty (20) degrees centigrade as determined in accordance with Standard Methods and expressed in milligrams per litre;
- 3) “blowdown water” means  
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 impair the operation of the system;
- 4) “coliform count” means  
the number of all coliform bacteria and expressed in number of coliform bacteria per 100 millilitres of solution as determined in accordance with Standard Methods;
- 5) “colour of liquid” means  
the appearance of a liquid from which the suspended solids have been removed, as determined in accordance with Standard Methods;
- 6) “combined sewer” means  
a sewer intended to function as a storm sewer and a sanitary sewer designed to carry sewage, storm water, or uncontaminated water;
- 7) “combustible liquid” means  
a liquid that has a flash point not less than 37.8 degrees Celsius and not greater than 93.3 degrees Celsius;
- 8) “cooling water” means  
water that is used in a process for the purpose of removing heat and that has not, by design, come into contact with process materials and that has been circulated through the cooling device, but does not include blowdown water;

- 9) "fuels" means  
alcohol, gasoline, naphtha, diesel fuel, fuel or any other ignitable substance for use as a fuel;
- 10) "hauled sewage" means  
waste removed from a cesspool, a septic tank system, a privy vault or privy pit, a chemical toilet, a portable toilet, or a sewage holding tank;
- 11) "hauled waste" means  
any industrial waste which is transported to and deposited into any location in the sewage works excluding hauled sewage;
- 12) "ignitable waste" means  
a substance that
  - a) is a liquid, other than an aqueous solution containing less than 24 per cent alcohol by volume and has a flash point less than 61 degrees Celsius, as determined by the Tag Closed Cup Tester (ASTM D-56-79), the Setaflash Closed Cup Tester (ASTM D-3243-77 or ASTM D-3278-78), the Pensky-Martens Closed Cup Tester (ASTM D-93-79), or as determined by an equivalent test method;
  - b) is a solid and is capable, under standard temperature and pressure, of causing fire through friction, absorption of moisture or spontaneous chemical changes and, when ignited, burns so vigorously and persistently that it creates a danger;
  - c) is an ignitable compressed gas (Class 2, Division D) as defined in the regulations under the Transportation of Dangerous Goods Act, 1992, S.C. 1992, as amended,
  - d) is an oxidizing substance (Class 5, Divisions 1 and 2) as defined in the regulations under the Transportation of Dangerous Goods Act, 1992, S.C.
- 13) "industrial" means  
of or pertaining to industry, manufacturing, commerce, trade, business, or institutions as distinguished from domestic or residential;
- 14) "Municipality" means  
The Corporation of the Municipality of Leamington;
- 15) "PCB" means  
any monochlorinated or polychlorinated biphenyl or any mixture of them or mixture that contains one or more of them;
- 16) "PCB waste" means  
a PCB waste within the meaning of O.Reg.352, as amended, made under the Environmental Protection Act, R.S.O. 1990 c.E.19 (EPA);
- 17) "pesticides" means  
a pesticide regulated under the Pesticides Act, R.S.O. 1990, c.P. (PA);
- 18) "pH" means  
the logarithm to the base 10 of the reciprocal of the concentration of hydrogen ions in grams per litre of solution;
- 19) "phenolic compounds" means  
the hydroxy 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 eleventh edition of Standard Methods for the Examination of Water and Wastewater;

- 20) "plant" means  
any site capable of discharging to a sewage works covered by this by-law;
- 21) "reactive waste" means  
a substance that,
- a) is normally unstable and readily undergoes violent changes without detonating,
  - b) reacts violently with water,
  - c) forms potentially explosive mixtures with water,
  - d) when mixed with water, generates toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment,
  - e) is a cyanide or sulphide bearing waste which, when exposed to pH conditions between 2 and 12.5 can generate toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment,
  - f) is capable of detonation or explosive reaction if it is subjected to a strong initiating source or if heated under confinement,
  - g) is readily capable of detonation or explosive decomposition or reaction at standard temperature and pressure,
  - h) is an explosive (Class 1) as defined in the regulations under the Transportation of Dangerous Goods Act, 1992, as amended;
- 22) "sanitary sewer" means  
a sewer for the collection and transmission of domestic, residential, commercial, institutional and industrial sewage or any combination thereof;
- 23) "sewage" means  
any liquid, solid or gas containing organic, inorganic, animal, vegetable or mineral matter in solution or in suspension but does not include storm water or uncontaminated water;
- 24) "sewage works" means  
any works for the collection, transmission, treatment or disposal of sewage and contaminated water, including a combined sewer, sanitary sewer or storm sewer, or any part of such works, but does not include plumbing or other works to which regulations made under clause 75(3)(a) of the Ontario Water Resources Act, R.S.O. 1990 c. 0 40. (OWRA) applies;
- 25) "single grab sample" means  
a portion of the discharge from or deposit to the sewage works taken at a particular time and place;
- 26) "spill" means  
a direct or indirect discharge or deposit to the sewage works or the natural environment which is abnormal in quantity in light of all the circumstances of the discharge;
- 27) "storm sewer" means  
a sewer for the collection and transmission of uncontaminated water, storm water, drainage from land or from a watercourse or any combination thereof;
- 28) "storm water" means  
rainwater runoff, water runoff from roofs, flow from foundation drains, snow melt, and surface runoff;
- 29) "suspended solids" means  
solid matter in or on a liquid which matter is removable by filtering with a glass fibre filter paper;

- 30) "uncontaminated water" means  
potable water as supplied by the municipality or any other water to which no matter has been added as a consequence of its use;
- 31) "watercourse" means  
an open channel or ditch constructed as or resulting from the construction of municipal work in which a flow of storm water occurs either continuously or intermittently, including other natural depressions or watercourses draining into any such open channel or ditch whether connected to a storm sewer or not;
- 32) "waste disposal site leachate" means  
leachate from any waste disposal site;
- 33) "waste radioactive prescribed substances" means  
uranium, thorium, plutonium, neptunium, deuterium, their respective derivatives and compounds and such other substances as the Atomic Energy Control Board may designate as being capable of releasing atomic energy or as being requisite for the production, use or application of atomic energy.

***Part 2 – Sanitary and Combined Sewer Requirements***

- 2 No person shall cause or permit the deposit or discharge of sewage into a land drainage work, private branch drain or connection to any sewer, sewer system or sewage works which are connected directly or indirectly to the sewage treatment plant of the Municipality if such sewage:
  - 1) causes or may cause or results in any one or more of the following conditions:
    - a) a health or safety hazard to a sewage works person authorized to operate, maintain, repair or otherwise work on a sewage works;
    - b) a breach of the OWRA or the EPA, as amended from time to time, or any regulation made there under from time to time;
    - c) biosolids from a sewage works to fail, either directly or indirectly as a result of the sewage discharge, to meet the objectives and criteria as set out in the Ministry of the Environment publication entitled "Guidelines for the Utilization of Biosolids and Other Wastes on Agricultural Land" dated March 1996, as amended from time to time;
    - d) an obstruction or restriction to the flow of the sanitary sewer or combined sewer;
    - e) an offensive odour to emanate from the sanitary sewer, combined sewer or sewage works;
    - f) damage to the sanitary or combined sewer works infrastructure;
    - g) interference with the operation and maintenance at a sewage works;
  - 2) contains any one or more of the following characteristics:
    - a) a pH less than 6.0 or greater than 10.5;
    - b) consisting of two or more separate liquid layers;
    - c) having a temperature greater than sixty degrees Celsius.

- 3) contains one or more of the following:
- a) biomedical waste, except where the sewage meets the conditions for discharge as listed in the Ontario Ministry of the Environment Guideline C-4 entitled "The Management of Biomedical Waste in Ontario" dated April 1994 as amended from time to time;
  - b) combustible liquid;
  - c) fuel;
  - d) hauled sewage, except where:
    - i) the carrier of the hauled sewage is a waste management system operating under a certificate of approval or provisional certificate of approval issued under the EPA or is exempt from the requirement to have a certificate or provisional certificate of approval;
    - ii) a copy of the most recent certificate or provisional certificate and any amendment is provided to the municipality; and
    - iii) the carrier meets all conditions for discharge that are or may be required from time to time by the municipality;
  - e) hauled waste, except where:
    - i) the carrier of the hauled waste is a waste management system operating under a certificate of approval or provisional certificate of approval issued under the EPA or is exempt from the requirement to have a certificate or provisional certificate of approval;
    - ii) a copy of the most recent certificate or provisional certificate and any amendment is provided to the municipality;
    - iii) hauled waste meets the conditions set out in clauses 23(3)(c) and 25(5)(b) of O.Reg 347 R.R.O. 1990, as amended from time to time; and
    - iv) the carrier meets all conditions for discharge that are or may be required from time to time by the municipality;
  - f) ignitable waste;
  - g) PCB waste, except where:
    - i) a certificate of approval for a mobile site or PCB mobile waste disposal system has been issued under the EPA or if an exemption, is being claimed, it has been demonstrated to the municipality that the conditions of the exemption are met;
    - ii) a copy of the most recent certificate or provisional certificate and any amendment is provided to the municipality;
    - iii) written approval has been given by the municipality for the discharge of the PCB waste to the sewage works; and
    - iv) all requirements of O.Reg.352 are met;
  - h) pesticides;
  - i) reactive waste;
  - j) waste radioactive prescribed substances, except where:
    - i) the waste radioactive prescribed substances are being discharged under a valid and current license issued by the Atomic Energy Control Board or its successor; and
    - ii) a copy of the license has been provided to the municipality; or
  - k) waste disposal site leachate, except where:
    - i) written approval has been given by the municipality which authorizes the discharge or deposit of the waste site leachate to the sewage works; and
    - ii) where a certificate of approval or order has been issued which includes a provision for the disposal of waste disposal site leachate, a copy of the certificate of approval or order is provided to the municipality or where an exemption is being claimed the municipality is satisfied that the conditions of the exemption are being met;

- 4) contains a concentration, expressed in milligrams per litre, in excess of any one of more of the limits in Table 1 of this by-law entitled "Limits for Sanitary and Combined Sewers".
- 3 No person shall cause or permit the discharge of cooling water, storm water and uncontaminated water into a sanitary sewer except where:
- 1) discharges which have been permitted by the municipality or its predecessor prior to the enactment of this by-law or discharges which have been regularly made since the enactment date of this by-law are identified to the municipality and the municipality has provided exemption in writing; or
  - 2) an agreement has been entered into with the municipality regarding the discharge prior to any discharge and the sewage is discharged in compliance with the agreement.
- 4 No person shall cause or permit the discharge of water which originates from a source separate from the potable water supplied by the municipality to a combined sewer or sanitary sewer except where the following is met:
- 1) the amount of water, location of the water source, and address of the premises where the water is being used is provided to the municipality;
  - 2) in the case where the amount of water taken is greater than 50,000 litres per day and a copy of the Permit to Take Water issued under the OWRA is required, a copy of the Permit to Take Water is provided to the municipality;
  - 3) in the case where a person is claiming exemption from the requirement to have a certificate of approval, the person has demonstrated to the municipality that all conditions of the exceptions are met; or
  - 4) there is a written agreement with the municipality regarding the discharge prior to any discharge and the discharge is in compliance with the agreement.

***Part 3 – Prohibition of Dilution***

- 5 No person shall add water or any other material from any source to sewage for the purposes of dilution to achieve compliance with Part 2.

***Part 4 – Storm Sewer Requirements***

- 6 No person shall cause or permit the discharge of any substance into a storm sewer unless:
- 1) the discharged substance is cooling water or storm water or uncontaminated water;
  - 2) the discharged substance does not interfere with the proper operation of a storm sewer;
  - 3) the discharged substance does not obstruct or restrict a storm sewer of the flow therein;
  - 4) the discharged substance does not result in any hazard or other adverse impact, to any person, animal, property, or vegetation;
  - 5) the discharged substance does not impair the quality of the water in any well, lake, river, pond, spring, stream, reservoir or other water or watercourse;
  - 6) the discharged substance does not contravene or result in the contravention of a certificate or provisional certificate issued under the OWRA or the EPA;
  - 7) the discharged substance does not have one or more of the following characteristics:
    - a) two or more separate layers;
    - b) a pH less than 6.5 or greater than 8.5;
  - 8) the discharged substance does not contain one or more of the following:

- a) biomedical waste as defined in the Ontario Ministry of the Environment Guideline C-4 entitled "The Management of Biomedical Waste in Ontario" dated April 1994, as amended from time to time;
  - b) combustible liquids;
  - c) fuels;
  - d) hauled sewage;
  - e) hauled waste;
  - f) ignitable waste;
  - g) PCB waste;
  - h) pesticides;
  - i) reactive waste;
  - j) waste radioactive prescribed substances;
  - k) waste disposal site leachate; and
- 9) the discharged substance does not contain contaminants from raw materials, intermediate or final products or wastewater from an industrial operation.
- 7) A person who discharges a substance into a storm sewer may be required, upon receipt of notice from the municipality, to complete one or more of the following:
- 1) a study on storm water quality and/or quantity;
  - 2) modification and/or construction of storm water facilities;
  - 3) development and implementation of a best management plan;
  - 4) adoption and implementation of pollution prevention techniques and measures;
  - 5) development and adoption of an environmental management system; or
  - 6) any other requirement as specified by the municipality.

#### ***Part 5 – Reporting Requirements***

- 8) Prior to discharging sewage, storm water, cooling water, uncontaminated water or any combination thereof, into a sewage works from an industrial site, the following reports are required to be completed and returned to the municipality:
- 1) the "Short Version of the Discharge Information Report" attached as Form #1; or
  - 2) the "Complete Discharge Information Report" attached as Form #2 under the following conditions:
    - a) where in the sole opinion of the municipality, the discharge may have a significant impact on the sewage works and the municipality has provided notice to complete the report; or
    - b) the discharge has or may require an extra strength surcharge agreement with the municipality.
- 9) If a person was discharging to the sewage works prior to the enactment of this by-law, the person shall comply with the requirements of Section 8 of this by-law, within 30 days of receiving written notice from the Municipality.
- 10) The requirements in Section 8 do not apply if adequate information has been provided to and accepted by the municipality prior to the date of enactment of this by-law.
- 11) Written notification to the municipality of any change to the information required under Section 8 shall be provided within 30 days of the change.

#### ***Part 6 – Self-Monitoring***

- 12) Any person who discharges sewage or storm water into a sewage works shall complete any monitoring or sampling or discharges as required by the municipality, and provide the results to the municipality in accordance with written notification from the municipality.

- 13 The obligations set out in or arising out of Section 12 shall be completed at the expense of the person who is responsible for the discharge.

***Part 7 – Extra Strength Surcharge Agreement***

- 14 The municipality may authorize an extra strength surcharge agreement to permit exceedances for any one or more of the following parameters set out in Table 1, where sewage is discharged to a sanitary sewer or combined sewer:

- 1) Biochemical Oxygen Demand;
- 2) Phenolics (4AAP);
- 3) Solvent Extractables – animal or vegetable in origin;
- 4) Kjeldahl Nitrogen, Total;
- 5) Phosphorus, Total; or
- 6) Suspended Solids, Total.

- 15 The agreement may contain terms and conditions including terms and conditions related to the calculation and payment for the discharge to the sanitary sewer or combined sewer.

- 16 Where an extra strength surcharge agreement is in existence, any change in the information required in Part 5 must be submitted to the municipality prior to the change to allow sufficient assessment of the impact of the change on the agreement.

***Part 8 – Compliance Agreement***

- 17 The municipality may authorize a compliance agreement to eliminate a non-compliance situation, where the discharged substance is not in compliance with one or more conditions in Part 2.

- 18 The agreement shall have the following characteristics:

- 1) be for a fixed term;
- 2) contain reporting requirements to the municipality on significant stages in the progress towards compliance as determined by the municipality; and
- 3) list the non complying situation identified in Section 17 and include a maximum interim limit for the parameter or parameters covered by the agreement.

- 19 During the term of the compliance agreement, Part 2 of this by-law shall not apply to those premises specified in the compliance agreement provided that all of the conditions of the agreement are met.

- 20 If the compliance agreement is terminated by either Party then the provisions of Part 2 of this by-law will apply immediately.

***Part 9 – Sampling and Analytical Requirements***

- 21 The Council of the Municipality may establish procedures for the sampling and analysis of sewage in the municipality's sewage works and all samples required by this by-law shall be collected in compliance with the procedures established pursuant to this Section.

- 22 In the case of sampling a discharge to a combined sewer, any storm water or uncontaminated water which is discharged at the time of sampling, is not to be considered a component of the sample for determining compliance.

23 The owner or occupant of commercial or industrial premises with one or more connections to a sewage works shall install and maintain in good repair in each connection a suitable manhole to allow observation, sampling and measurement of the flow of sewage therein, provided that where installation of a manhole is not possible, an alternate device or facility may be substituted with the approval of the Pollution Control Officer or the Pollution Control Superintendent:

- 1) Every manhole, device or facility installed as required by this by-law shall be designed, constructed and situated in accordance with good engineering practice and the requirements of the Municipality, and shall be constructed and maintained on the lands of the owner or occupant of the premises at his expense;
- 2) The owner or occupant of commercial or industrial premises shall at all time ensure that every manhole, device or facility installed as required by this by-law is at all times accessible for the purposes of observing, sampling and measuring the flow of sewage therein.

***Part 10 – Maintenance Access Points***

24 The municipality may require in written notification, the installation of maintenance access points or the upgrading of existing maintenance access points, for each connection to the sewage works at any site from which discharges occur, for the purpose of monitoring or sampling discharges as set out in Part 9.

25 Maintenance access points required under section 24 shall be:

- 1) located on the property from which the discharge originates unless the municipality permits an alternative location;
- 2) accessible at all time by the municipality;
- 3) constructed in a manner which meets the standards of the municipality;
- 4) maintained to ensure access and structural integrity; and
- 5) maintained and constructed at the expense of the person responsible for the discharge.

***Part 11 – Spills***

26 In the event of a spill of a prohibited substance into a sewage works, the person having the charge, management or control of the substance shall immediately notify the municipality, provide any information with respect to the spill which the municipality advises it requires and complete any work the municipality requires to mitigate the spill.


27 The person having the charge, management or control of the substance shall provide a report on the spill to the municipality, within seven (7) days after the spill, containing the following information:

- 1) location where spill occurred;
- 2) name and phone number of person who reported the spill and location where they can be contacted;
- 3) date and time of spill;
- 4) material spilled;
- 5) characteristics of material spilled;
- 6) volume of material spilled;
- 7) duration of spill event;
- 8) work completed and/or still in progress in the mitigation of the spill; and
- 9) preventative actions being taken to ensure the situation does not occur again.

*Part 12 – Offences*

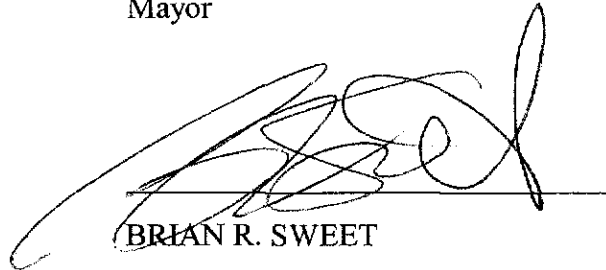
- 28 Any person who contravenes any provisions of this By-law is guilty of an offence and upon conviction of the first offence is liable to a maximum fine of \$10,000, and upon subsequent convictions, to a maximum fine of \$25,000. Should any contravention of this by-law continue for more than one day then each day during which such contravention continues constitutes a separate offence.
- 29 Notwithstanding section 28, a corporation convicted of an offence under this by-law is liable to a maximum fine of \$50,000.00 for the first offence and \$100,000.00 for any subsequent offence.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
9TH DAY OF JULY, 2001.



DAVE WILKINSON

Mayor



BRIAN R. SWEET

Municipal Clerk

Table 1 – Limits for Sanitary and Combined Sewers

<i>ATG*</i>	<i>Parameter</i>	<i>Limit (mg/L)</i>
1a	Biochemical Oxygen Demand	300
2	Cyanide, Total	2
4a	Kjeldahl Nitrogen, Total	100
6	Phosphorus, Total	10
8	Suspended Solids, Total	350
9	Cadmium, Total	0.7
	Chromium, Total	5
	Cobalt, Total	5
	Copper, Total	3
	Lead, Total	2
	Molybdenum, Total	5
	Nickel, Total	3
	Silver, total	5
	Zinc, total	3
10	Antimony, Total	5
	Arsenic, Total	1
	Selenium, Total	5
12	Mercury, Total	0.05
14	Phenolics (4AAP)	1.0
16	Chloroform	0.04
	1,4 - Dichlorobenzene	0.47
	Methylene chloride	0.21
	1,1,2,2 - Tetrachloroethane	0.04
	Tetrachlorethylene	0.05
	Trichloroethylene	0.07
17	Benzene	0.01
	Ethylbenzene	0.16
	Toluene	0.27
	o-Xylene	0.52
25	Solvent Extractables - mineral or synthetic in origin	15
	Solvent Extractables - animal or vegetable in origin	150
30	Fluoride	10

\*ATG - Analytical Test Group as used and presented in the Protocol referenced in Part 9

*Form # 1*

*The Corporation of the Municipality of Leamington  
Sewer Use Program*

The completion of this form is required by all persons discharging substances into the sewage works under By-law # \_\_\_\_\_ addressing sewer use in the Municipality of \_\_\_\_\_.

\*\* If you have any questions on the form, please call

Pollution Control Centre 326-7101

The completed form is to be forwarded to:

Brad MacIntyre, Superintendent  
Pollution Control Centre  
c/o Leamington Community Services  
249 Sherk Street  
Leamington ON N8H 4X7

Please print clearly while completing this form.

<i>The "Short Version of the Discharge Information Report"</i>	
1	Name of Company:
2	Address of Company:  Phone: Fax:
3	Owner of property (if different from Company listed above)  Phone: Fax:
4	Brief Description of Product or Service
5	Brief Description of the Process(es) used in the Manufacturing or Servicing

<i>The "Short Version of the Discharge Information Report"</i>									
6	<p>"Are there" or "Will there be" any of the following wastewater discharges from the description as provided in # 5?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Process wastewater</td> <td style="text-align: right;">Yes/No</td> </tr> <tr> <td>cooling water</td> <td style="text-align: right;">Yes/No</td> </tr> <tr> <td>other sources of wastewater (other than sanitary)</td> <td style="text-align: right;">Yes/No</td> </tr> </table> <p>(if yes, brief description)</p>	Process wastewater	Yes/No	cooling water	Yes/No	other sources of wastewater (other than sanitary)	Yes/No		
Process wastewater	Yes/No								
cooling water	Yes/No								
other sources of wastewater (other than sanitary)	Yes/No								
7	<p>Does the site have any existing connections to the following sewers?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Sanitary</td> <td style="text-align: right;">Yes/No</td> </tr> <tr> <td>combined</td> <td style="text-align: right;">Yes/No</td> </tr> <tr> <td>storm</td> <td style="text-align: right;">Yes/No</td> </tr> </table>	Sanitary	Yes/No	combined	Yes/No	storm	Yes/No		
Sanitary	Yes/No								
combined	Yes/No								
storm	Yes/No								
8	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Location of process units?</td> <td style="text-align: right;">Inside/Outside/Outside but covered</td> </tr> <tr> <td>Storage of raw materials?</td> <td style="text-align: right;">Inside/Outside/Outside but covered</td> </tr> <tr> <td>Storage of intermediate products?</td> <td style="text-align: right;">Inside/Outside/Outside but covered</td> </tr> <tr> <td>Storage of final products?</td> <td style="text-align: right;">Inside/Outside/Outside but covered</td> </tr> </table>	Location of process units?	Inside/Outside/Outside but covered	Storage of raw materials?	Inside/Outside/Outside but covered	Storage of intermediate products?	Inside/Outside/Outside but covered	Storage of final products?	Inside/Outside/Outside but covered
Location of process units?	Inside/Outside/Outside but covered								
Storage of raw materials?	Inside/Outside/Outside but covered								
Storage of intermediate products?	Inside/Outside/Outside but covered								
Storage of final products?	Inside/Outside/Outside but covered								
9	<p>Does the site have any of the following programs in place to address discharges to the sewer system?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Pollution Prevention</td> <td style="text-align: right;">Yes/No</td> </tr> <tr> <td>Best Management Plan</td> <td style="text-align: right;">Yes/No</td> </tr> <tr> <td>Environmental Management System</td> <td style="text-align: right;">Yes/No</td> </tr> <tr> <td>Other program/practices</td> <td style="text-align: right;">Yes/No</td> </tr> </table>	Pollution Prevention	Yes/No	Best Management Plan	Yes/No	Environmental Management System	Yes/No	Other program/practices	Yes/No
Pollution Prevention	Yes/No								
Best Management Plan	Yes/No								
Environmental Management System	Yes/No								
Other program/practices	Yes/No								
<p>Date form completed:</p> <p>Name and Title of Company Representative:</p> <p>Signature of Authorized Company Representative:</p>									
<p>Note: Completion of the "Complete Discharger Information Report" may be required based on this report and/or subsequent verification of the site by the Municipality</p> <p><b>FOR MUNICIPALITY USE ONLY – DATE COMPLETED FORM RECEIVED:</b></p>									

**Form # 2**



**The Corporation of the Municipality of Leamington  
Sewer Use Program**

The completion of this form is required by all persons discharging substances into the sewage works under By-law # \_\_\_\_\_ addressing sewer use in the Municipality of \_\_\_\_\_.

**\*\* If you have any questions on the form, please call**

Pollution Control Centre 326-7101

The completed form is to be forwarded to:

Brad MacIntyre, Superintendent  
Pollution Control Centre  
c/o Leamington Community Services  
249 Sherk Street  
Leamington ON N8H 4X7

Please note the following:

- Print clearly while completing the form
- Additional information and attachments – are required
- Indicate what material has been attached to ensure that the Municipality is aware of all the information provided.

<i>The "Complete Discharge Information Report"</i>	
1	Name of Company:
2	Address of Company:  Phone: Fax:
3	Owner of property (if different from Company listed above)  Phone: Fax:

<i>The "Complete Discharge Information Report"</i>																	
4	<p>General Site Operation Information</p> <p>Number of Employees involved in</p> <p>Plant _____ Office: _____ Other: _____ Total: _____</p> <p>Number of Shifts per day: _____ Number of operating days per week: _____</p>																
5	<p>Description of Product(s) or Service</p> <p>Include Standard Industrial Code (SIC) - state if SIC is Canadian or American</p>																
6	<p>Description of the Process(es) used in the Manufacturing or Servicing</p> <p>Include characteristics such as Batch (how many per time period), Continuous, or Both (explanation to be provided), Seasonal Production Cycles, Specific Clean-up Periods and Clean-up Activities</p>																
7	<p>Average Daily Water Use and Sources</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%;">Municipal Supply or Measured</td> <td style="width: 10%;">Yes/No</td> <td style="width: 20%;">_____ m<sup>3</sup>/day</td> <td style="width: 25%;">Estimated</td> </tr> <tr> <td>Surface Water ** or Measured</td> <td>Yes/No</td> <td>_____ m<sup>3</sup>/day</td> <td>Estimated</td> </tr> <tr> <td>Groundwater* or Measured</td> <td>Yes/No</td> <td>_____ m<sup>3</sup>/day</td> <td>Estimated</td> </tr> <tr> <td>Other sources** or Measured</td> <td>Yes/No</td> <td>_____ m<sup>3</sup>/day</td> <td>Estimated</td> </tr> </table> <p>If flow rate varies significantly provide peak flow rates per day and month and explanation</p> <p>* Provide copy of the Permit to Take Water (as required by the OWRA) according to By-law Requirements</p> <p>** If "Yes" provide explanation as an attachment</p>	Municipal Supply or Measured	Yes/No	_____ m <sup>3</sup> /day	Estimated	Surface Water ** or Measured	Yes/No	_____ m <sup>3</sup> /day	Estimated	Groundwater* or Measured	Yes/No	_____ m <sup>3</sup> /day	Estimated	Other sources** or Measured	Yes/No	_____ m <sup>3</sup> /day	Estimated
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Other sources** or Measured	Yes/No	_____ m <sup>3</sup> /day	Estimated														

<i>The "Complete Discharge Information Report"</i>	
8	<p>Discharge Points from Site</p> <p>List all discharge points and average daily flow in cubic metres per day of sanitary, non-contact cooling water, process wastewater, contact cooling water and other discharge water to the sanitary sewer, combined sewer, storm sewer, groundwater, surface water, evaporation losses (if applicable), and percent of water in the final product (if significant and applicable to the site).</p> <p>i.e. process wastewater from manufacturing line to sanitary sewer at an average daily flow of 200 m<sup>3</sup>/day (measured)</p>
9	<p>Known Characteristics of Discharges</p> <p>Provide existing data on quality of the discharges listed above in # (complete Parameter Information Form for each discharge point as provided with this form)</p>
10	<p>Physical Layout</p> <ul style="list-style-type: none"> <li>• provide sketch of property (to scale or approximate) showing buildings, pretreatment works, property boundaries, effluent lines and connections to sanitary, combined and storm sewers.</li> <li>• please identify sewers as listed on the Parameter Information Form as completed above.</li> <li>• layout may be attached as separate document – leave note to indicate submission with this form.</li> <li>• a flow diagram of the site flows/processes is also required.</li> </ul>
11	<p>Regulation 347 Information</p> <p>Provide any Generator Registration Number that the site under the requirements of Ontario Regulation 347 under the EPA.</p>
12	<p>Extra Strength Surcharge Agreements (ESSA)</p> <p>Does this site have an existing ESSA with the Municipality Yes/No</p> <p>Did the site previously have an ESSA with the Municipality Yes/No</p> <p>If Yes to either question – Attach a copy of each agreement to this form</p>
<i>The "Complete Discharge Information Report"</i>	
13	Pretreatment of Discharges Prior to Discharge

	<p>Does the site have any pretreatment systems for processes effluents prior to discharge to the sewer system?</p> <p>Yes/No</p> <p>If Yes - provide a description of the pretreatment devices, contaminants removed, operational procedures for the device and description of process utilized in the device.</p>								
<p>14</p>	<p>Does the site have any of the following programs addressing discharges to the sewer system in place?</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 70%;">Pollution Prevention</td> <td style="width: 30%;">Yes/No</td> </tr> <tr> <td>Best Management Plan</td> <td>Yes/No</td> </tr> <tr> <td>Environmental Management System</td> <td>Yes/No</td> </tr> <tr> <td>Other program/practices</td> <td>Yes/No</td> </tr> </table> <p>If yes - attach copy of each to the form and explanation for implementation</p>	Pollution Prevention	Yes/No	Best Management Plan	Yes/No	Environmental Management System	Yes/No	Other program/practices	Yes/No
Pollution Prevention	Yes/No								
Best Management Plan	Yes/No								
Environmental Management System	Yes/No								
Other program/practices	Yes/No								
<p>Date Form completed:</p> <p>Name and Title of Company Representative:</p> <p>Signature of Authorized Company Representative:</p>									
<p>The information submitted in this form may be subject to verification by the Municipality:</p> <p>For Municipality use only</p> <p style="text-align: center;">Date completed form received:</p> <p style="text-align: center;">Date information verified/approved:</p>									

***“Parameter Information Form” for discharges to sanitary and combined sewers.  
Illustration Only - match with local sewer use by-law***

Plant Name and Location:

Date:

For Discharge Point Identified as:

Parameter or Condition*	By-law Limit (mg/L)	Average Concentration or Range (in mg/L)	Significant Variation (Yes or No) and Reason for the Variations	Additional Information Attached (Yes or No)
pH level*	6.0 to 10.5			
two or more layers*	one			
temperature*	60 <sup>0</sup> C			
B.O.D.	300			
Total Cyanide	2			
Total Kjeldahl Nitrogen	100			
Total Phosphorous	10			
Total Suspended Solids	350			
Total Cadmium	0.7			
Total Chromium	5			
Total Cobalt	5			
Total Copper	3			
Total Lead	2			
Total Molybdenum	5			
Total Nickel	5			
Total Silver	5			
Total Zinc	3			
Total Antimony	5			
Total Arsenic	1			
Total Selenium	5			
Total Mercury	0.05			
Phenolics (4AAP)	1.0			
Chloroform	0.04			
1,4 - Dichloromethane	0.47			
Methyl Chloride	0.21			
1,1,2,2 - Tetrachloroethane	0.04			
Tetrachlorethylene	0.05			
Trichloroethylene	0.07			
Benzene	0.01			
Ethylbenzene	0.16			
Toluene	0.27			
o-Xylene	0.52			
Solvent Extractables (Mineral)	15			

<i><b>“Parameter Information Form” for discharges to sanitary and combined sewers. Illustration Only - match with local sewer use by-law</b></i>				
Solvent Extractables (Vegetable/Animal)	150			
Fluoride	10			
Any additional parameters as found in your by-law				