

**ENVIRONMENTAL COMPLIANCE APPROVAL**

NUMBER 2006-BJWMZ6  
Issue Date: January 31, 2020

Jennifer Lynne Burn  
370 St. Andrew Street East  
Fergus, Ontario  
N1M 1R1

Site Location: Cottage 400 Fourth Street, Belwood Lake  
Part Lot 11, Concession 6  
Township of Centre Wellington, Ontario  
N0B 1J0

*You have applied under section 20.2 of Part II.1 of the Environmental Protection Act, R.S.O. 1990, c. E. 19 (Environmental Protection Act) for approval of:*

sewage works for the collection of domestic sewage with a daily sanitary sewage design flow of 750 litres per day to service a one (1) bedroom cottage, located at the above noted location, consisting of the following.

**Proposed Holding Tank**

One (1) proposed precast concrete one-compartment holding tank with a minimum working capacity of 9,000 litres, to be vented in compliance of the OBC, equipped with an access riser to grade and a high level alarm system connected to a device that shall produce an audible and visual warning alarm, collecting raw sewage from the cottage.

all in accordance with Supporting Documentation submitted to the Ministry as listed in the **Schedule A** in this Approval.

*For the purpose of this environmental compliance approval, the following definitions apply:*

"Approval" means this entire document and any schedules attached to it, and the application;

"Director" means a person appointed by the Minister pursuant to Section 5 of the EPA for the purposes of Part II.I of the EPA;

"District Manager" means the District Manager of the Guelph District Office of the Ministry's Central

Region;

"EPA" means the Environmental Protection Act, R.S.O. 1990, c.E.19, as amended;

"Licensed Installer" means a person who is registered under the OBC to construct, install, repair, service, clean or empty on-site sewage systems;

"Ministry" means the ministry of the government of Ontario responsible for the EPA and OWRA and includes all officials, employees or other persons acting on its behalf;

"OBC" means the Ontario Building Code;

"Owner" means Jennifer Lynne Burn and its successors and assignees;

"OWRA" means the *Ontario Water Resources Act* , R.S.O. 1990, c. O.40, as amended;

"Professional Engineer" means a person entitled to practice as a Professional Engineer in the Province of Ontario under a license issued under the Professional Engineers Act;

"Supporting Documentation" means the documents listed in Schedule A of this Approval;

"Works" means the approved sewage works, and includes Proposed Works, and Existing Works;

*You are hereby notified that this environmental compliance approval is issued to you subject to the terms and conditions outlined below:*

## TERMS AND CONDITIONS

### 1. GENERAL PROVISIONS

1. The Owner shall ensure that any person authorized to carry out work on or operate any aspect of the Works is notified of this Approval and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.
2. Except as otherwise provided by these conditions, the Owner shall design, build, install, operate and maintain the Works in accordance with the description given in this Approval, and the application for approval of the Works.
3. Where there is a conflict between a provision of any document in the schedule referred to in this Approval and the conditions of this Approval, the Conditions in this Approval shall take precedence, and where there is a conflict between the documents in the schedule, the document bearing the most recent date shall prevail.
4. Where there is a conflict between the documents listed in the Schedule submitted documents, and the application, the application shall take precedence unless it is clear

that the purpose of the document was to amend the application.

5. The Conditions of this Approval are severable. If any Condition of this Approval, or the application of any requirement of this Approval to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this Approval shall not be affected thereby.

## **2. EXPIRY OF APPROVAL**

1. This Approval will cease to apply to those parts of the Works which have not been constructed within five (5) years of the issuance date of this Approval.

## **3. CHANGE OF OWNER**

1. The Owner shall notify the District Manager and the Director, in writing, of any of the following changes within thirty (30) days of the change occurring:
  - a. change of Owner or operating authority, or both;
  - b. change of address of Owner or operating authority or address of new Owner or operating authority;
  - c. change of partners where the Owner or operating authority is or at any time becomes a partnership, and a copy of the most recent declaration filed under the *Partnerships Registration Act*;
  - d. change of name of the corporation where the Owner or operator is or at any time becomes a corporation, and a copy of the most current "Initial Notice or Notice of Change" (Form 1, 2 or 3 of O. Reg. 189, R.R.O. 1980, as amended from time to time), filed under the *Corporations Information Act* , shall be included in the notification to the District Manager;
2. In the event of any change in ownership of the Works, the Owner shall notify in writing the succeeding owner of the existence of this Approval, and a copy of such notice shall be forwarded to the District Manager.
3. The Owner shall ensure that all communications made pursuant to this condition will refer to this Approval's number.

## **4. CONSTRUCTION**

1. The Owner shall ensure that the construction of the Works is supervised by a Licensed Installer or a Professional Engineer.
2. The Owner shall ensure that the Works are constructed such that minimum horizontal

clearance distances as specified in the OBC are satisfied.

3. Upon construction of the Works, the Owner shall prepare a statement, certified by a Licensed Installer or a Professional Engineer that the Works are constructed in accordance with this Approval, and upon request, shall make the written statement available for inspection by Ministry staff and staff of the local municipality.
4. Upon construction of the Works, as-built drawing(s) showing the works “as constructed” shall be prepared by the Licensed Installer or a Professional Engineer. The drawing(s) shall be kept up to date through revisions undertaken from time to time and a copy shall be retained at the Works for the operational life of the Works.

## **5. OPERATIONS AND MAINTENANCE**

1. The Owner shall ensure that at all times, the Works and related equipment and appurtenances which are installed or used to achieve compliance with this Approval are properly operated and maintained.
2. The Owner shall make all necessary investigations, take all necessary steps and obtain all necessary approvals so as to ensure that the physical structure, siting and operations of the sewage Works do not constitute a safety or health hazard to the general public.
3. The Owner shall maintain and service the Works in such a manner that leaks and spills are prevented, and shall use best efforts to immediately identify and clean up all spills.
4. The Owner shall ensure that during the operating season, all holding tanks are inspected on a weekly (once every week) basis.
5. The Owner shall enter into a written Agreement with a licensed hauled sewage system operator for the disposal of sanitary sewage from the holding tanks, on an as required basis, and shall keep a copy of the valid Agreement at the site at all times during the operation of the Works.
6. In the event a leak or a spill is observed from any component of the holding tank, the Owner shall do the following:
  - a. immediately discontinue the discharge of sewage to the holding tank;
  - b. verbally report the incident forthwith to the Spills Action Centre (SAC) at (416) 325-3000 or 1-800-268-6060;
  - c. immediately verbally report the incident to the District Manager, followed by within seven (7) days of the leak, the spill or break-out, submit a written report to the District Manager;
  - d. ensure that during the time remedial actions are taking place the sewage generated at

the site shall not be allowed to discharge to a surface water body or to the environment; and

- e. ensure sewage generated at the site is safely collected and disposed off through a licensed waste hauler to an approved waste disposal site.
7. The Owner shall maintain a logbook and keep the logbook at the site and make it available for inspection by the Ministry staff. The logbook shall include the following:
    - a. the results of Operation and Maintenance activities specified in the above sub-clauses;
    - b. the date, time and volume of the sewage pump out from the holding tank;
    - c. observances (including location) of any leaks and/or spills at or around any component of the Works, including recommendations for remedial action and the actions taken to mitigate the situation.
  8. The Owner shall retain for a minimum of five (5) years from the date of their creation, all records and information related to or resulting from the Operation and Maintenance activities required by this Approval.

## **6. REPORTING**

1. One week prior to the start up of the operation of the Works, the Owner shall notify the District Manager, in writing, of the pending start up date of the Works.
2. The Owner shall, upon request, make all manuals, plans, records, data, procedures and supporting documentation available to Ministry staff.

*The reasons for the imposition of these terms and conditions are as follows:*

1. Condition 1 is imposed to ensure that the Works are built and operated in the manner in which they were described for review and upon which approval was granted. This condition is also included to emphasize the precedence of Conditions in the Approval and the practice that the Approval is based on the most current document, if several conflicting documents are submitted for review. The condition also advises the Owners their responsibility to notify any person they authorized to carry out work pursuant to this Approval the existence of this Approval.
2. Condition 2 is included to ensure that, when the Works are constructed, the Works will meet the standards that apply at the time of construction to ensure the ongoing protection of the environment.
3. Condition 3 is included to ensure that the Ministry records are kept accurate and current with

respect to the approved works and to ensure that subsequent owners of the Works are made aware of the Approval and continue to operate the Works in compliance with it.

4. Condition 4 is included to ensure that the works are constructed, and may be operated and maintained such that the environment is protected and deterioration, loss, injury or damage to any person or property is prevented.
5. Condition 5 is included to require that the Works be properly operated, maintained, and equipped such that the environment is protected.
6. Condition 6 is included to provide a performance record for future references, to ensure that the Ministry is made aware of problems as they arise, and to provide a compliance record for all the terms and conditions outlined in this Approval, so that the Ministry can work with the Owner in resolving any problems in a timely manner.

## **Schedule A**

1. Application for Environmental Compliance Approval submitted by Jennifer Lynne Burn received on November 13, 2019 for the proposed Municipal and Private Sewage Works, including design brief, final plans and specifications prepared by John Duffy, P.Eng., Van Harten Surveying Inc.

*In accordance with Section 139 of the Environmental Protection Act, you may by written Notice served upon me, the Environmental Review Tribunal and in accordance with Section 47 of the Environmental Bill of Rights, 1993, the Minister of the Environment, Conservation and Parks, within 15 days after receipt of this Notice, require a hearing by the Tribunal. The Minister of the Environment, Conservation and Parks will place notice of your appeal on the Environmental Registry. Section 142 of the Environmental Protection Act provides that the Notice requiring the hearing shall state:*

- a. The portions of the environmental compliance approval or each term or condition in the environmental compliance approval in respect of which the hearing is required, and;
- b. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

*The Notice should also include:*

1. The name of the appellant;
2. The address of the appellant;
3. The environmental compliance approval number;
4. The date of the environmental compliance approval;
5. The name of the Director, and;
6. The municipality or municipalities within which the project is to be engaged in.

*And the Notice should be signed and dated by the appellant.*

*This Notice must be served upon:*

The Secretary\*  
Environmental Review Tribunal  
655 Bay Street, Suite 1500  
Toronto, Ontario  
M5G 1E5

AND

The Minister of the Environment,  
Conservation and Parks  
777 Bay Street, 5th Floor  
Toronto, Ontario  
M7A 2J3

AND

The Director appointed for the purposes of  
Part II.1 of the Environmental Protection Act  
Ministry of the Environment,  
Conservation and Parks  
135 St. Clair Avenue West, 1st Floor  
Toronto, Ontario  
M4V 1P5

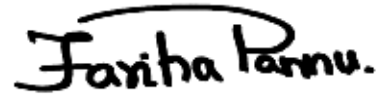
**\* Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 212-6349, Fax: (416) 326-5370 or [www.ert.gov.on.ca](http://www.ert.gov.on.ca)**

*This instrument is subject to Section 38 of the Environmental Bill of Rights, 1993, that allows residents of Ontario to seek leave to appeal the decision on this instrument. Residents of Ontario may seek leave to appeal within 15 days from the date this decision is placed on the Environmental Registry. By accessing the Environmental Registry at <https://ero.ontario.ca/>, you can determine when the leave to appeal period ends.*



*The above noted activity is approved under s.20.3 of Part II.1 of the Environmental Protection Act.*

DATED AT TORONTO this 31st day of January, 2020



---

Fariha Pannu, P.Eng.

Director

appointed for the purposes of Part II.1 of the  
*Environmental Protection Act*

JC/

c: District Manager, MECP Guelph District Office

John Duffy, Van Harten Surveying Inc.

Matt Amy, Grand River Conservation Authority