

ENVIRONMENTAL COMPLIANCE APPROVAL

NUMBER 0559-CTUK3T
Issue Date: August 28, 2023

Inter-Varsity Christian Fellowship of Canada
1361 Price Rd RR #2
Arden, Ontario
K0H 1B0

Site Location: Circle Square Ranch - Big Circle Lake
1361 Price Rd
Arden Unorganized Township, District of Kingston

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:

the establishment of Works for the treatment of sanitary sewage and subsurface disposal of treated effluent from a recreational camp site/ education centre at the above site location, rated at a Maximum Daily Flow of 29,980 litres per day, consisting of the following:

Proposed Work

One (1) new sewage treatment and subsurface disposal system, having a total daily design sanitary sewage flow of approximately 7,280 litres per day, servicing the Bunkhouse, which is for accommodating a maximum capacity of forty-eight (48) people and one (1) staff member, consisting of the following:

- one (1) new 22,730 litres septic tank, provided with access risers to grade and equipped with an effluent filter, receiving sewage from the Bunkhouse and discharging via PVC pipe, 100 millimetre in diameter, into the new pump chamber described below;
- one (1) new 1,250 litres precast concrete Pump Manhole, equipped with high level alarm float, and one (1) 1 Hp sewage pump, have the capacity to dose 30 litres of effluent every minutes, receiving sewage from the septic tank and discharging effluent via a 100 millimetre polyethylene forcemain to the proposed absorption trench leaching bed described below; and
- one (1) new raised absorption trench leaching bed with a total length of approximately 364 metres of twelve (12) runs spaced at a minimum centre-line distance of 2000 millimetres, each run has a length of approximately 30 metres and equipped with 75 millimetres diameter perforated distribution pipe.

Existing Work

SS-1

One (1) existing sewage treatment and subsurface disposal system, having a total daily peak design sanitary sewage flow of approximately 20,000 litres per day, servicing the Western Town - a residence building (with dining and laundry facilities) - which has a maximum occupancy of approximately 100 people, consisting of the following:

- two (2) existing septic tanks, one has a volume capacity of 9,500 litres and the other one has a volume capacity of 19,000 litres, connected in series, provided with access risers to grade, no effluent filter installed, receiving sewage from the Western Town and discharging via pipe into the existing raised absorption trench below;
- one (1) existing raised absorption trench leaching bed, with a design capacity of 20,000 litres per day, equipped with a total length of approximately 1,680 metres of forty-two (42) runs spaced at a minimum centre-line distance of 914.4 millimetres, each run has a length of approximately 40 metres, equipped with 100 millimetres diameter perforated PVC distribution pipe, the peak capacity for the bed is 20,000 litres per day;

SS-2

One (1) existing sewage treatment and subsurface disposal system, having a design sanitary sewage flow of 1,600 litres per day, servicing a three (3) bedroom building name as the Directors House, consisting of the following:

- one (1) existing septic tank of 3,600 litres, provided with access risers to grade, equipped with an effluent filter, receiving sewage from the Directors House and discharging via pipe into the existing raised absorption trench described below;
- one (1) existing raised absorption trench leaching bed with a total length of approximately 180 metres of twelve (12) runs spaced at a minimum centre-line distance of 1,500 millimetres, each run have a length of approximately 15 metres, equipped with 75 millimetres diameter distribution pipe, the capacity for the bed is 1,600 litres per day;

SS-4

One (1) existing sewage treatment and subsurface disposal system, having a total daily design sanitary sewage flow of approximately 1,100 litres per day, servicing a two (2) bedroom building named the OPS Directors consisting of the following:

- one (1) existing 3,600 litres septic tank, provided with access risers to grade, do not have an effluent filter installed, receiving sewage from the OPS Directors and discharging via pipe into the existing raised absorption trench described below;

- one (1) existing raised absorption trench leaching bed with a total length of approximately 180 metres of twelve (12) runs spaced at a minimum centre-line distance of 1,500 millimetres, each run has a length of approximately 15 metres, equipped with 75 millimetres diameter distribution pipe; and

including all other controls, electrical equipment, instrumentation, piping, pumps, valves and appurtenances essential for the proper operation of the aforementioned sewage works;

Works to be Decommission:

SS-3

One (1) existing sewage treatment and subsurface disposal system SS-3, servicing the Junior Barn is to be decommissioned.

All in accordance with the submitted supporting documents listed in **Schedule A**.

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

1. "Approval" means this entire document and any schedules attached to it, and the application;
2. "Commissioned" means the construction is complete and the system has been tested, inspected, and is ready for operation consistent with the design intent;
3. "Director" means a person appointed by the Minister pursuant to section 5 of the EPA for the purposes of Part II.1 of the EPA;
4. "District Manager" means the District Manager of the Kingston District Office;
5. "EPA" means the *Environmental Protection Act*, R.S.O. 1990, c.E.19, as amended;
6. "Existing Works" means those portions of the Works included in the Approval that have been constructed previously;
7. "Licensed Engineering Practitioner" means a person who holds a licence, limited licence or temporary licence under the *Professional Engineers Act*, R.S.O. 1990, c. P.28;
8. "Licensed Installer" means a person who is registered under the OBC to construct, install, repair, service, clean or empty on-site sewage systems;
9. "Maximum Daily Flow" means the largest volume of flow to be received during a one-day period for which the Works is designed to handle;
10. "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;

11. "OBC" means the Ontario Building Code, Ontario Regulation 332/12 (Building Code) as amended to January 1, 2015, made under the *Building Code Act*, 1992, S.O. 1992, c. 23;
12. "Owner" means Inter-Varsity Christian Fellowship of Canada and its successors and assignees;
13. "OWRA" means the *Ontario Water Resources Act*, R.S.O. 1990, c. O.40, as amended;
14. "Proposed Works" means those portions of the Works included in the Approval that are under construction or to be constructed;
15. "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 terms and conditions herein and shall take all reasonable measures to ensure any such person complies with the same.
2. The Owner shall design, construct, operate and maintain the Works in accordance with the conditions of this Approval.
3. Where there is a conflict between a provision of any document referred to in this Approval and the conditions of this Approval, the conditions in this Approval shall take precedence.

2. EXPIRY OF APPROVAL

1. The approval issued by this Approval will cease to apply to those parts of the Works which have not been constructed within **five (5) years** of the 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 30 days** of the change occurring:
 - a. change of address of Owner;
 - b. change of Owner, including address of new owner;
 - c. change of partners where the Owner is or at any time becomes a partnership, and a copy of

the most recent declaration filed under the *Business Names Act* , R.S.O. 1990, c.B17 shall be included in the notification;

- d. change of name of the corporation and a copy of the most current information filed under the *Corporations Information Act* , R.S.O. 1990, c. C39 shall be included in the notification.
2. In the event of any change in ownership of the Works, other than a change to a successor municipality, 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 and the Director.
3. The Owner shall ensure that all communications made pursuant to this condition refer to the number of this Approval.

4. CONSTRUCTION

1. The Owner shall ensure that the construction of the Works is supervised by a Licensed Engineering Practitioner or a Licensed Installer.
2. The Owner shall ensure that the Works are constructed such that minimum horizontal clearance distances as specified in the OBC are satisfied.
3. The Owner shall ensure that an imported soil that is required for construction of any subsurface disposal bed as per this Approval is tested and verified by the Licensed Engineering Practitioner or a Licensed Installer for the percolation time (T) prior to delivering to the site location and the written records are kept at the site.
4. Within **six (6) months** of the Works being Commissioned, the Owner shall prepare a statement, certified by a Licensed Engineering Practitioner or a Licensed Installer, that the Works are constructed in accordance with this Approval, and upon request, shall make the written statement available for inspection by Ministry staff.
5. Within **six (6) months** of the Works being Commissioned, the Owner shall prepare a set of as-built drawings showing the Works "as constructed". "As-built" drawings shall be kept up to date through revisions undertaken from time to time and a copy shall be retained at the site for the operational life of the Works and shall be made available for inspection by Ministry staff.

5. OPERATIONS, MAINTENANCE AND RECORDING

1. The Owner shall ensure that, at all times, the Works and the related equipment and appurtenances used to achieve compliance with this Approval are properly operated and maintained. Proper operation and maintenance shall include effective performance, adequate funding, adequate staffing and training, including training in all procedures and other requirements of this Approval and the OWRA and regulations, adequate laboratory facilities, process controls and alarms and the use of process chemicals and other substances used in the Works.

2. The Owner shall ensure that the septic tanks are pumped out every 3-5 years or when the tank is 1/3 full of solids and the effluent filter is cleaned out at minimum once a year (or more often if required).
3. The Owner shall ensure that grass-cutting is maintained regularly over the subsurface disposal bed(s), and that adequate steps are taken to ensure that the area of the underground Works is protected from vehicle traffic.
4. The Owner shall visually inspect the general area where Works are located for break-out once every month during the operating season.
5. In the event a break-out is observed from a subsurface disposal bed, the Owner shall do the following:
 - a. sewage discharge to that subsurface disposal system shall be discontinued;
 - b. the incident shall be **immediately** reported verbally to the Spills Action Centre (SAC) at (416) 325-3000 or 1-800-268-6060;
 - c. submit a written report to the District Manager within **one (1) week** of the break-out;
 - d. access to the break-out area shall be restricted until remedial actions are complete;
 - e. during the time remedial actions are taking place the sewage generated at the site shall not be allowed to discharge to the environment; and
 - f. sewage generated at the site shall be safely collected and disposed of through a licensed waste hauler to an approved sewage disposal site.
6. The Owner shall maintain a logbook to record the results of operation and maintenance activities specified in the above sub-clauses, and shall keep the logbook at the site and make it available for inspection by the Ministry staff.
7. 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. MONITORING AND RECORDING

1. The Owner shall, upon commencement of operation of the Works, carry out a scheduled monitoring program of collecting samples at the required sampling points, at the frequency specified or higher, by means of the specified sample type and analyzed for each parameter listed in the tables under the monitoring program included in Schedule B and record all results, as follows:
 - a. all samples and measurements are to be taken at a time and in a location characteristic of the

quality and quantity of the sewage stream over the time period being monitored.

- b. definitions and preparation requirements for each sample type are included in document referenced in Paragraph 2.b.
 - c. definitions for frequency:
 - i. Monthly means once every month;
 - ii. Quarterly means once every three months;
 - d. a schedule of the day of the week/month for the scheduled sampling shall be created. The sampling schedule shall be revised and updated every year through rotation of the day of the week for the scheduled sampling program, except when the actual scheduled monitoring frequency is three (3) or more times per week.
 - e. The measurement frequencies specified in Schedule B in respect to any parameter may, after one (1) year of monitoring in accordance with this Condition, be modified by the Director in writing.
2. The methods and protocols for sampling, analysis and recording shall conform, in order of precedence, to the methods and protocols specified in the following documents and all analysis shall be conducted by a laboratory accredited to the ISO/IEC:17025 standard or as directed by the District Manager:
- a. the Ministry's Procedure F-10-1, "Procedures for Sampling and Analysis Requirements for Municipal and Private Sewage Treatment Works (Liquid Waste Streams Only), as amended;
 - b. the Ministry's publication "Protocol for the Sampling and Analysis of Industrial/Municipal Wastewater Version 2.0" (January 2016), PIBS 2724e02, as amended;
 - c. the publication "Standard Methods for the Examination of Water and Wastewater", as amended; and
 - d. for any parameters not mentioned in the documents referenced in Paragraphs 2.a, 2.b and 2.c, the written approval of the District Manager shall be obtained prior to sampling.
3. 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 monitoring activities required by this Approval.

7. REPORTING

1. **One (1) 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.
2. In addition to the obligations under Part X of the EPA and O. Reg. 675/98 (Classification and Exemption of Spills and Reporting of Discharges) made under the EPA, the Owner shall, within

fifteen (15) days of the occurrence of any reportable spill as provided in Part X of the EPA and O. Reg. 675/98, submit a full written report of the occurrence to the District Manager describing the cause and discovery of the spill, clean-up and recovery measures taken, preventative measures to be taken and a schedule of implementation.

8. DECOMMISSIONING OF UN-USED WORKS

1. The Owner shall properly abandon any portion of unused Existing Works, as directed below, and upon completion of decommissioning report in writing to the District Manager:
 - a. any sewage pipes leading from building structures to unused Works components shall be disconnected and capped;
 - b. any unused septic tanks, holding tanks and pump chambers shall be completely emptied of its content by a licensed hauler and either be removed, crushed and backfilled, or be filled with granular material;
 - c. if the area of the existing leaching bed is going to be used for the purposes of construction of a replacement bed or other structure, all distribution pipes and surrounding material must be removed by a licensed hauler and disposed off site at an approved waste disposal site; otherwise the existing leaching bed may be abandoned in place after disconnecting, if there are no other plans to use the area for other purposes.

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 regarding operation and maintenance is included to require that the Works be properly operated, maintained, funded, staffed and equipped such that the environment is protected and deterioration, loss, injury or damage to any person or property is prevented. As well, the inclusion of a comprehensive operations manual governing all significant areas of operation, maintenance and repair is prepared, implemented and kept up-to-date by the Owner. Such a manual is an integral part of the operation of the Works. Its compilation and use should assist the Owner in staff training, in proper plant operation and in identifying and planning for contingencies during possible abnormal conditions. The manual will also act as a benchmark for Ministry staff when reviewing the Owner's operation of the Works.
7. Condition 7 is included to ensure the Ministry is given prior notice of the pending start up date of the Works and all reportable spills are properly dealt with, documented and reported.
7. Condition 8 is included to ensure that any components of un-used Works are properly decommissioned.

Schedule A

1. Application for Environmental Compliance Approval submitted by Anne Douglas, Project Manager of Inter-Varsity Christian Fellowship of Canada received on November 17, 2022 for the proposed subsurface disposal system serving the bunkhouse, including Environmental Study Report, design report, final plans and specifications.

Schedule B

Monitoring Program

Groundwater - Groundwater monitoring wells

Parameters	Sample Type	Minimum Frequency
Total Nitrogen	Grab	Quarterly
BOD	Grab	Quarterly
Total Phosphorus	Grab	Quarterly

*for locations of the monitoring wells, refer to Figure 2 of the Design Brief forming part of Schedule A of this Approval.

In accordance with Section 139 of the *Environmental Protection Act*, you may by written notice served upon me, the Ontario Land 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 ("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:

Registrar*
Ontario Land Tribunal
655 Bay Street, Suite 1500
Toronto, Ontario
M5G 1E5
OLT.Registrar@ontario.ca

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

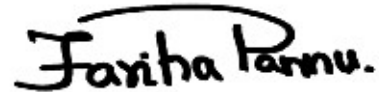
* Further information on the Ontario Land Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 212-6349 or 1 (866) 448-2248, or www.olt.gov.on.ca

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 28th day of August, 2023



Fariha Pannu, P.Eng.

Director

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

ZD/

c: District Manager, MECP Kingston - District Office
Derk Maat, Maat Environmental Engineering Corp.