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TO: Chair and Members of Environment and Climate Protection Committee

DESTINATAIRE : Présidente et membres du Comité de l'environnement

et de la protection climatique

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**SUBJECT: REPORT ON THE USE OF DELEGATED AUTHORITY DURING 2016 BY
THE PUBLIC WORKS ENVIRONMENTAL SERVICES DEPARTMENT, AS SET OUT IN
SCHEDULE "I" OF BY-LAW 2016-369**

**OBJET : L'UTILISATION DE LA DÉLÉGATION DE POUVOIRS EN 2016 PAR LA
DIRECTION GÉNÉRALE DES TRAVAUX PUBLICS ET DE L'ENVIRONNEMENT ,
COMME IL EST INDIQUÉ À L'ANNEXE I DU RÈGLEMENT 2016-369)**

PURPOSE

The purpose of this report is to inform the Environment and Climate Protection Committee on the use of delegated authority for 2016 under Schedule “I” – Public Works and Environmental Services of the By-law by the Water Services’ Branch and Solid Waste Services Branch of the Public Works and Environmental Services Department, specific to the following sections:

- Section 5 - Discharge Agreements
- Section 6 - Compliance Certificates
- Section 7 - Hauled Waste
- Section 9 - Leachate Agreements
- Section 10 - Provincial and Federal Agreements

Schedule “I” of the By-law also delegates authority to appropriate officers within the Public Works and Environmental Services Department for the following sections, however, this authority was not used in 2016:

- Section 1 - Ontario Water Resources Act
- Section 2 - Soil Tests
- Section 3 - Water Service Agreements
- Section 4 - Non-Municipal Water Systems
- Section 8 - City Consents and Certificate Approval

BACKGROUND

The Public Works and Environmental Services Department exercises its delegated authority in two separate areas: Water Services and Solid Waste Services.

Water Services

Water Services plays an important role in ensuring that water used and discharged by homes, businesses, industries, and institutions is handled safely and protects the environment and human health. Once collected by the municipal wastewater collection system, Ottawa’s wastewater goes to the Robert. O. Pickard Environmental Centre (ROPEC) where it is treated and returned to the Ottawa River. Ottawa’s Sewer Use By-law controls the quality of wastewater discharged into the municipal sewer system. This process is managed by two divisions within Water Services: Wastewater Collection Branch and Wastewater Treatment Branch.

Section 5 - Discharge Agreements

The General Manager, Public Works and Environmental Services is delegated the authority to enter into and execute or amend sewer discharge agreements in accordance with Section 9 of By-law No. 2003-514, as amended, the Sewer Use By-law or any successor by-law thereto.

A discharge agreement is entered into when a facility's wastewater discharges exceed certain limits or contain prohibited substances, to bring their discharge into compliance with the Sewer Use By-law. The agreement outlines the conditions that must be met and provides the recovery of treatment costs. The City administers four (4) types of discharge agreements:

1. Special Discharge Agreement – For facilities wishing to discharge non-toxic waste that exceeds the discharge limits for substances that can be treated at the wastewater treatment plant.
2. Sanitary Sewer Agreement – For discharges of liquid material that comes from a source other than the municipal water system, such as remediated groundwater
3. Sludge Agreement - Under specific circumstances and conditions sludge can be discharged to the sewer or hauled to the water treatment plant.
4. Combined Agreements – For instances when more than one agreement type is required.

Section 6 - Compliance Certificates

The General Manager, Public Works and Environmental Services is delegated the authority to issue or amend compliance certificates for sewer and waste disposal programs in accordance with section 10 of By-law No. 2003-514, as amended, the Sewer Use By-law or any successor by-law thereto.

Facilities discharging wastewater exceeding the limits set out in the Sewer Use By-Law 2003-514 can request the implementation of a compliance program. The objective of the compliance program is to bring the discharge within the requirements of the Sewer Use By-law while providing the facility with sufficient time to implement the required corrective action. The compliance program sets conditions and timeframes under which the facility may be allowed to discharge the waste to the sanitary or combined sewer.

Section 7 - Hauled Waste

The General Manager, Public Works and Environmental Services is delegated the authority to enter into and execute or amend permits for the disposal of hauled liquid materials in accordance with Section 7 of By-law No. 2003-514, as amended, the Sewer Use By-law or any successor by-law thereto.

Liquid waste material haulers must obtain an annual permit from the City and abide by its terms and conditions. The permit specifies the types of waste that are acceptable for discharge and the times and location of the discharge. Haulers must provide a manifest

for each load of waste they discharge; and must ensure that the liquid material meets the Sewer Use By-law requirements.

Section 9 - Leachate Agreements

The General Manager, Public Works and Environmental Services is delegated the authority to grant, approve, execute and amend leachate agreements.

Under specific circumstances and conditions, leachate may be discharged to the sewer or hauled to the wastewater treatment plant. Anyone wishing to discharge leachate to the sewage works must make their request in writing and provide recent and historical analytical results of the leachate.

Solid Waste Services

Solid Waste Services is responsible for the operational planning, development, management, and environmentally sound operation of the residential solid waste management system for the City. This includes the provision of systems and facilities for residential recycling, including household hazardous waste management.

Section 10 - Provincial and Federal Agreements

The General Manager, Public Works and Environmental Services, is delegated the authority to approve, amend, extend, and execute service agreements, contribution agreements, and grant agreements with provincial and federal governments, or any funding organization or agency designated by these governments, provided that these agreements are:

- a) related to approved departmental programs and objectives;
- b) within approved budget limits; and
- c) contain appropriate insurance, termination, workplace safety and indemnification provisions.

DISCUSSION

The following is a summary of fees for the use of delegated authority under Schedule I Sections 5 - Discharge Agreements, 6 - Compliance Certificates, 7 - Hauled Waste, and 10 - Provincial and Federal Agreements. The names of the companies for these agreements are listed in Document 1.

Section 5 - Discharge Agreements

- Special Discharge Agreements

- The fees collected from special discharge agreements totalled \$397,907.47
- Sanitary Sewer Agreements
 - The fees collected from sanitary sewer agreements totalled \$835,269.00
- Combined Agreements
 - The fees collected from combined agreements totalled \$76,077.65
- Sludge Agreement
 - The fees collected from sludge agreements totalled \$7,096,491.70

Section 6 - Compliance Certificates

The fees collected from compliance certificates totalled \$440.00

Section 7 - Hauled Waste

The fees collected from permits to waste haulers in 2015 totalled \$447,183.86

Section 9 Leachate Agreement

The fees collected from leachate agreements totalled \$744,407.78

Section 10 Provincial and Federal Agreements

The fees collected from provincial and federal agreements totalled \$519,303.57

CONCLUSION

The Public Works and Environmental Services Department will continue to report to the Environment and Climate Protection Committee once per year on the use of delegated authority, in accordance with Schedule "I" – Public Works and Environmental Services of By-law 2016-369.

Regards,

Kevin Wylie

General Manager, Public Works and Environmental Services Department

CC: Public Works and Environmental Services Senior Leadership Team

Director, Public Information and Media Relations

Program Manager, Media Relations and Outreach

Public Works and Environmental Services Leadership Team

Coordinator, Finance and Economic Development Committee

SUPPORTING DOCUMENTATION

Document 1 - 2016 Delegated Authority for the Environmental Services Department
under Schedule "I" – Public Works and Environmental Services of By-Law 2016-369