

*B. Shulman*

SCHEDULE "B"

HALIFAX REGIONAL WATER COMMISSION

SCHEDULE OF RULES AND REGULATIONS FOR  
AIRPORT/AEROTECH SYSTEM

(Effective for water, wastewater and stormwater services rendered on and after  
December 1, 2008)

Definitions

1. In these Rules and Regulations ("Regulations"), unless the context otherwise requires, the expressions:
  - a) "**Commission**" means the Halifax Regional Water Commission, a body corporate;
  - b) "**Municipality**" means the Halifax Regional Municipality;
  - c) "**Customer**" means a person, firm, or corporation who is supplied with water, wastewater or stormwater service at a specified location or locations;
  - d) "**Board**" means the Nova Scotia Utility and Review Board;
  - e) "**Stormwater Building Service Connection**" means a piping system that conveys stormwater from a property to a stormwater main;
  - f) "**Wastewater Building Service Connection**" means a piping system that conveys sewage or liquid waste from a property to a sewer main;
  - g) "**Biochemical Oxygen Demand**" means the quantity of oxygen utilized, expressed in milligrams per litre, in the biochemical oxidation of matter within a 120 hour period at a temperature of 20 degrees centigrade;
  - h) "**Blow Down**" means the discharge of recirculating non-contact cooling water for the purpose of discharging materials contained in the water;
  - i) "**Chemical Oxygen Demand**" means the quantity of oxygen utilized in the chemical oxidation of organic matter under standard laboratory procedure, expressed in milligrams per litre;
  - j) "**Combined Sewer**" means a sewer intended to function simultaneously as a stormwater and a wastewater sewer.
  - k) "**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;



- l) **“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 any raw material, intermediate product, waste product, or finished product, but does not include blow down water;
- m) **“Discharge”** means to discharge, release, permit or cause to be discharged into the wastewater facility or the stormwater system;
- n) **“Dwelling Unit”** means living quarters that are accessible from a private entrance either outside the building or in a common area within the building, are occupied or, if unoccupied, are reasonably fit for occupancy, contain kitchen facilities within the unit, and have toilet facilities that are not shared with the occupants of other dwelling units;
- o) **“Fuel”** includes alcohol, gasoline, naphtha, diesel fuel, fuel oil or any other ignitable substance intended for use as a fuel;
- p) **“Industrial, Commercial or Institutional”** includes or pertains to industry, manufacturing, commerce, trade, business, or institutions, as distinguished from domestic or residential;
- q) **“Infrastructure Charge”** means a charge levied as a condition of subdivision approval pursuant to a by-law adopted under the authority of Section 274 of the Municipal Act;
- r) **“Large Volume”** means a discharge of wastewater from a single source of such a nature that it has a negative measurable impact on the operation of the collection or treatment systems of HRWC and would include such items as ships ballast, construction site dewatering or a change or expansion of an industrial process or institutional use that results in flows of the nature described above;
- s) **“Leachate”** includes any liquid that has percolated through solid waste and has extracted dissolved or suspended materials from it, including the liquid produced from the decomposition of waste materials and liquid that has entered the waste material from external sources including surface drainage, rainfall and groundwater;
- t) **“Pathological Waste”** includes those fluids or materials which may contain pathogens of human or animal origin;
- u) **“Pesticides”** includes any substance that is a pest control product within the meaning of the “Pest Control Products Act” (Canada) or a fertilizer within the meaning of the “Fertilizers Act” (Canada) that contains a pest control product;
- v) **“Phenolic Compounds”** means hydroxyl derivatives of benzene and its condensed nuclei;

- w) **“Sanitary Sewer”** means a sewer receiving and carrying liquid and water-carried wastes and to which storm, surface or groundwaters are not intentionally admitted;
- x) **“Service”** means the water supply and water service and/or wastewater collection and wastewater service and/or stormwater collection and stormwater service or any combination of the three;
- y) **“Sewage”** means the combination of liquid and water-carried wastes from buildings, containing animal, vegetable or mineral matter in suspension or solution, together with such groundwater, surface water or stormwater as might be present;
- z) **“Sewer”** means a pipe or conduit for carrying sewage, groundwater, stormwater or surface runoff, and includes all sewer drains, storm sewers, clearwater sewers, storm drains and combined sewers vested in, or under the control of, the Municipality;
- aa) **“Solvent Extractable Matter”** includes grease or oils from animal, vegetable, mineral or synthetic sources;
- bb) **“Standard Methods”** means Standard Methods for the examination of water and wastewater by the utilization of 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 for the testing of water and waterworks to determine water quality standards;
- cc) **“Storm Sewer”** means a sewer that carries stormwater and surface runoff water, excluding sewage;
- dd) **“Stormwater”** means water from precipitation of all kinds, and includes water from the melting of snow and ice, groundwater discharge and surface water;
- ee) **“Stormwater System”** means a method or means of carrying stormwater including, but not limited to, those ditches, swales, sewers retention ponds, streets or roads that are owned by the Commission and/or the Municipality;
- ff) **“Suspended Solids”** means the insoluble matter suspended in wastewater that is separable by laboratory filtration;
- gg) **“Total Kjeldahl Nitrogen”** means organic nitrogen;
- hh) **“Uncontaminated Water”** means potable water or any other water to which no matter has been added as a consequence of its use;
- ii) **“Waste Radioactive Substances”** includes 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 ionizing radiation;

- jj) **“Waste”** means any material discharged into wastewater facilities;
- kk) **“Wastewater”** means liquid waste containing animal, vegetable, mineral or chemical matter in solution or suspension carried from any premises.
- ll) **“Wastewater Facilities”** means the structures, pipes, devices, equipment, processes or other things used, or intended, for the collection, transportation, pumping or treatment of sewage and disposal of the effluent.

It is noted that all infrastructure within the Halifax International Airport Authority (HIAA) lands are owned by the HIAA. This infrastructure is operated as an unregulated service by the Commission under the terms of the 1987 Agreement between Her Majesty the Queen And the Municipality of the County of Halifax (currently HRM).

### **Water, Wastewater and Stormwater Service**

- 2. The Commission is a full service water, wastewater and stormwater utility. The Commission has a number of charges to recover its costs as outlined in the Schedule of Rates and Charges.

### **Liability for Payment of Service**

- 3. a) **Water, Wastewater and Stormwater Service**
  - i) An agreement is deemed to exist between a customer and the Commission for the water supply and water service, wastewater collection and wastewater service and stormwater collection and stormwater service at such rates and in accordance with these Regulations by virtue of:
    - 1) the customer applying for and receiving approval for each or all services;
    - 2) the customer consuming water or discharging wastewater into the sanitary sewer and/or combined sewer and the customer paying for each service from the date that the customer who is a party to an agreement pursuant to clause (i) (the customer of record) moves out of the premises, in which case the customer of record shall remain jointly and severally liable for the service up to the date the Commission is notified that the customer of record wishes to terminate the service.

At the discretion of the Commission, a property owner who rents or leases a property or self-contained unit to a tenant or lessee may be

- required to open an account for the provision of service at the property rented or leased.
- 3) the customer discharging stormwater into the stormwater sewer, combined sewer and/or open ditch system. Any person, business or corporation that receives stormwater service is liable to pay any bill rendered by the Commission for such service.
- ii) Any person, business or corporation that receives service, or service that is unmetered, without the consent of the Commission, shall be liable for the cost of such service which cost shall be determined in the sole discretion of the Commission based upon its reasonable estimate of the amount of service utilized.
  - iii) Where service is supplied to a condominium unit, the Condominium Corporation in which the unit is situated, shall be deemed to be the customer of record and shall be liable for payment of the service bill for the condominium unit.

#### **Deposits**

4. When required by the Commission, an applicant for water, wastewater and/or stormwater service shall deposit with the Commission a sum equal to the estimated charges for six months of service. The deposit shall be held by the Commission as collateral security for the payment of the applicant's bills. When a customer ceases to use the service, the deposit shall be returned to the customer with interest thereon at the current simple interest rate being paid by the Commission's chartered bank.

#### **Refusal of Service**

5. Service may be refused or suspended to customers who have failed to discharge all of their liabilities and obligations to the Commission, or who are in breach of these Regulations. For the purposes herein, liabilities and obligations shall include monies owed to the Commission by any Customer under a private contract for services entered into between the Commission and the Customer.

#### **Payment of Bills**

6. a) Bills for service will be rendered as follows:
  - 1) Bills are due on the billing date. Bills issued on a quarterly basis and which are not paid within thirty (30) days after the billing date shall be subject to an interest charge of 1.5% per month or part thereof, or a maximum of 19.56% per annum. The amount due within the thirty (30) day period and the effective date of the interest charge shall be clearly shown on the bill.
  - 2) Bills issued on a monthly basis and which are not paid within twenty-five (25) days after the billing date shall be subject to an interest charge of 1.5% per month or part thereof, or a maximum of 19.56% per annum. The amount

due within the twenty-five (25) day period and the effective date of the interest charge shall be clearly shown on the bill.

- 3) Bills for Stormwater service shall be issued annually and which are not paid within thirty (30) days after the billing date shall be subject to an interest charge of 1.5% per month, or part thereof, or a maximum of 19.56% per annum. The amount due within the thirty (30) day period and the effective date of the interest charge shall be clearly shown on the bill.

### **Adjustment of Bills**

#### 7. a) Water and/or Wastewater Service

- i) If the seal of a meter is broken or if the meter does not register correctly, the bill for water and wastewater service shall be estimated in accordance with the best data available. If the premises is unmetered or a non-user of the water system, then the bill for service will be estimated in accordance with the best available data.

#### ii) Customers Under-billed

- 1) Should it be necessary for the Commission to make a billing adjustment as a result of a customer being under-billed for any reason, such adjustment shall be retroactive for a maximum of four billing periods or one year, whichever is the longest. Notwithstanding the above, in the event that a billing adjustment is the result of the customer's illegal connection to the water or wastewater system or willful interference or damage of metering equipment, the billing adjustment in such circumstances will not be limited to one year or four billing periods, but rather the customer shall be responsible for all payments of such accounts from the date such illegal connection or interference to meter equipment took place.

#### iii) Customers Over-billed

- 1) Shall it become necessary for the Commission to make a billing adjustment as a result of a customer being over-billed for any reason, such adjustment will be estimated by the Commission, and the Commission will be responsible for payment of the over-billed amount with interest calculated on the basis current simple interest paid by the Commission's chartered bank.

b) Stormwater Service

i) Customers Under-billed

- 1) Should it be necessary for the Commission to make a billing adjustment as a result of a customer being under-billed for any reason, such adjustment shall be retroactive for a period of one year. Notwithstanding the above, in the event that a billing adjustment is the result of the customer's illegal connection to the stormwater system, the billing adjustment in such circumstances will not be limited to one year, but rather the customer shall be responsible for all payments of such accounts from the date of such illegal connection.

ii) Customers Over-billed

- 1) Shall it become necessary for the Commission to make a billing adjustment as a result of a customer being over-billed for any reason, such adjustment will be estimated by the Commission, and the Commission will be responsible for payment of the over-billed amount with interest calculated on the basis current simple interest paid by the Commission's chartered bank.

**Estimated Reading for Billing Customers**

- 8) The Commission has the right to estimate the meter reading with the provision that under no circumstance will an estimated reading be used for more than three consecutive billing periods. If an estimated bill is rendered on three consecutive billing periods, the Commission shall make every effort to obtain a meter reading. If entry to the property is required, the Commission shall notify the customer by first class mail and arrangements must be made for the Commission to obtain a reading, and failing such arrangements, the Commission may suspend service until the arrangements are made. When the meter reading has been obtained, the previous estimated bill or bills shall be adjusted accordingly.

**Suspension of Service for Non-Payment of Bills**

9. The Commission shall have the right to suspend service to a customer whose bill remains unpaid for more than:
  - a) Forty (40) days in the case of customers who are billed on a quarterly basis. (Meter sizes 15mm (5/8 inch) to 50mm (2 inch)).
  - b) Thirty-five (35) days in the case of customers who are billed on a monthly basis. (Meter sizes 80mm (3 inch) and larger).

**Public Fire Service Charge**

10. The Commission shall annually render to the Municipality not later than the last day of August, an account for fire protection service. Such account shall be calculated in the manner set out in the Schedule of Rates for Public Fire Protection Service in effect from time to time.

**Water to be Supplied Only By Meter**

11. a) Except where a system is not metered or when water is used for special purposes from a hydrant under the supervision of the Commission, as provided for in the Schedule of Rates and Charges in effect from time to time, and except as otherwise provided in these Regulations, all water service other than that used exclusively for fire protection shall be metered. The Commission shall approve the size and type of meter to be installed in each case. All meters shall be the property of the Commission. Customers must supply compatible strainers with all turbine and compound meters.
- b) Unmetered water resold to others without the express written consent of the Commission is prohibited. In the event that a customer is reselling unmetered water to others without prior approval by the Commission, the Commission may suspend service to the premises until such time as the activity ceases or approval to resell water is granted.

**Installation and Removal of Meters**

12. Meters and outside registers, or RF units, shall be installed and removed with the approval of and under the supervision of the Commission, and no other persons shall install, alter, change or remove a meter without the written permission of the Commission.

Each metered service shall have a curb stop located at the property line or outside the building foundation wall, as may be determined by the Commission, to permit control of the service. Every service line shall be metered individually.

The connection for the meters shall be installed with a shut-off valve on both sides of the meter, inside the building, to the satisfaction of and without expense to the Commission, as prescribed by the Commission.

**Location of Meters**

13. The Commission shall have the right to refuse water service to, or suspend the water service of any customer who does not provide a place, which in the opinion of the Commission, is suitable for the meter, and the related outside reading device. The meter shall be in the building served at or near the point of entry of the service pipe, in a place where it can be easily read, and exchanged, and where it will not be exposed to freezing

temperatures. The outside reading device shall be located on the outside of the building, in a place where it can be easily read and exchanged.

If any alteration is made to the building, the customer shall be responsible if deemed necessary by the Commission, to relocate the meter, and/or the outside reading device, at the customer's expense to a place suitable to the Commission.

Where the premises of a customer are of such a nature that a meter cannot be properly installed in a building or if the building is not sufficiently frost proof as to guarantee the safety of the meter, the Commission may order the customer to provide a suitable frost-proof box in which the meter can be installed. Water service to the premises may be refused or suspended until the frost-proof box approved by the Commission is installed. The Commission may require a by-pass around a meter 50mm (2 inch) or larger. If such by-pass is required as determined by the Commission, the cost of the by-pass shall be borne by the customer.

### **Master Meters**

14. In the case of any existing customer or customers served by the Commission with multiple meters, the Commission may supply, at its own expense, a master meter (so called) and install the same in a suitable frost-proof box constructed by the customers to be served, to the satisfaction of the Commission where the service pipe for the customer(s) joins the Commission's main pipe. Each customer shall be liable to pay for the water which passes through the customer's own meter, but if the amount of the total consumption of the individual meters is less than the amount of the water which passes through the master meter, the difference in cost is to be divided equally among the group of customers; and upon failure of customers to pay their portion of this amount within forty (40) days after the bill is rendered, the Commission may suspend the water service without notice.

All customers receiving water service where there is a master meter as hereinbefore provided shall be jointly and severally liable for all the water passing through the meter and also for the minimum charges as herein set forth.

The customer, or group of customers, as the case may be, shall be responsible for the distribution of water from the Commission's master meter to the properties of a customer or customers, and the Commission shall be under no obligation to install, maintain or replace any pipes, appliances, fixtures, or other apparatus connected therewith.

### **Meter Readers**

15. The Commission shall provide each meter reader with official identification which shall be presented upon request.

### **Access to Customer's Premises**

16. Representatives of the Commission shall have the right of access to all parts of a customer's property or premises at all reasonable hours for the purpose of suspension or disconnection of water service, inspecting any water pipes, fittings, appliances, or for the purpose of installing, removing, repairing, reading, testing or inspecting meters or outside reading devices or inspecting any sewer pipes, fittings, appliances, or for the purpose of installing, removing, repairing, testing or inspecting the stormwater and/or the wastewater service connection. The Commission shall have the right to use all legal means including suspension of service to any customer who refuses such access or does not respond to requests by the Commission for such access.

### **Damage to Water Meters**

17. The customer shall be responsible for the meter installed on the service pipe and shall protect such water meter. The customer shall be liable for any damage to the meter or outside reading device resulting from carelessness, hot water, steam, or the action of frost or any other cause not the fault of the Commission or its employees. The cost to the Commission occasioned by the damage to the water meter or outside reading device shall be paid by the customer. If after the rendering of a bill by the Commission to the customer the bill is not paid within thirty (30) days from the date rendered, the supply of water to the premises may be suspended until all charges are paid.

### **Meter Testing**

18. On the request of a customer to have their meter tested (meter sizes 15mm (5/8 inch) to 50mm (2 inch)), the Commission may charge the sum of thirty dollars (\$30.00) to defray in part the cost of making the test. If the test shows that:
  - a) for positive displacement meters (disc type) the meter is over-registering by more than 1½%, or
  - b) for turbine or compound meters the meter is over-registering by more than 3%,

The sum so charged shall be refunded to the customer and the bill for service rendered to the customer shall be adjusted accordingly. No adjustment shall extend for a period beyond one year prior to the test and one refund shall be made only to the person who overpaid.

Meters 80mm (3 inch) and larger require on-site testing. The Commission shall be entitled to a fee to cover the expenses involved in contracting a third party for testing. This amount shall be billed to the customer if the meter should be found to be registering satisfactorily.

### **Water Service Cross Connection Control & Backflow Prevention**

19. (a) No owner, consumer, customer or other person hereinafter collectively referred to in this rule and regulation as "person" shall connect, cause to be

connected, or allow to remain connected to the water system, or plumbing installation, without the express written consent of the Commission, any piping fixtures, fittings container or appliance in a manner which, under any circumstances, may allow water, wastewater, or any other liquid, chemical or substance, to ingress or egress the water system.

- (b) Where, in the opinion of the Commission, there may be a risk of contamination to the potable water system, notwithstanding the provisions of subparagraph (a), the Commission may require the customer, at the customer's sole cost and expense, to install at any point on the customer's water service connection or water service pipe, one or more backflow prevention (BFP) devices, which devices shall be of a quality and type approved by the Commission.
- (c) All BFP devices shall be maintained in good working order. Such devices must be inspected and tested by a certified tester, approved by the Commission, at the expense of the customer. Such inspections shall take place upon installation, and thereafter annually, or more often if required by the Commission. The customer shall submit a report in a form approved by the Commission on any or all tests performed on a BFP device within 30 days of a test. A record card shall be displayed on or adjacent to the BFP device on which the tester shall record the name and address of the owner of the device; the location, type, manufacturer, serial number and size of the device; and the test date, the tester's initials, the tester's name, the name of his employer, and the tester's license number.
- (d) The Commission shall maintain a program for the issuance, renewal and cancellation of Cross Connection Control Tester's Licenses. The Commission's program shall establish minimum standards, insurance requirements, fees and administrative procedures.
- (e) Installation, maintenance, field-testing and selection of all BFP devices shall fully conform to the latest revision of CSA B64.10 and CSA B64 series.
- (f) In the event of any breach, contravention or non-compliance by a person of any of the provisions and regulations in sub-paragraphs (a), (b), (c), (d) or (e), the Commission may:
  - (i) suspend water service to such person, or
  - (ii) give notice to the person to correct the breach, contravention or non-compliance within 96 hours, or a specified lesser period. If the person

fails to comply with such notice, the Commission may immediately thereafter suspend water service to such person.

**Cross Connection of Stormwater and Wastewater Discharges**

20. The Commission may from time to time undertake testing to detect unapproved connections to the stormwater system.
21. No owner, customer, or other person hereinafter collectively referred to in this rule and regulation as "person" shall connect, cause to be connected, or allow to remain connected to the stormwater system or plumbing installation, without the express written consent of the Commission, any piping, fixtures, fitting or appliance in a manner which, under the circumstances, may allow wastewater, sewage or any other liquid as specified elsewhere in these regulations to ingress or flow into the stormwater system. This regulation does not apply to existing premises currently connected to the combined sewer system.
22. No owner, customer, or other person hereinafter collectively referred to in this rule and regulation as "person" shall connect, cause to be connected, or allow to remain connected to the wastewater system or plumbing installation, without the express written consent of the Commission, any piping, fixtures, fitting or appliance in a manner which, under the circumstances, may allow water, stormwater, or any other liquid as specified elsewhere in these regulations to ingress or flow into the wastewater system. This regulation does not apply to existing premises currently connected to the combined sewer system.
23. Where in the opinion of the Commission, there may be a risk of wastewater, sewage and/or any other liquid as specified elsewhere in these regulations, flowing into the stormwater system and/or a risk of water, stormwater and/or any other liquid as specified elsewhere in these regulations, flowing into the wastewater system, the Commission may require the customer, at the customer's sole cost and expense, to install (or remove) at any point on the customer's stormwater or wastewater system, one or more fittings or appurtenances to prevent such connection.
24. In the event of any breach, contravention or non-compliance by a person of any of the provisions of regulations 21, 22 or 23, the Commission may:
  - a) suspend service to such person, or
  - b) give notice to the person to correct the breach, contravention or non-compliance within 96 hours, or other specified period. If the person fails to comply with such notice, the Commission may immediately thereafter suspend wastewater and/or water service to such person.

**Alternate Water Supply Prohibited**

- 25) Connection to any customer's installation served by the Commission to any other source of water supply is prohibited. Failure to comply with this regulation shall entitle the Commission to suspend the service.

**Plumbing to be Satisfactory**

26. Within the service boundary of the Commission, all plumbing, pipes, fittings, vents, fixtures, and other devices for conveying, distributing, controlling or handling water, wastewater and/or stormwater, which are used by a customer and are not the property of the Commission, shall be installed in a manner provided by the plumbing ordinance of the Municipality and be approved by the plumbing inspector of the Municipality. The water shall not be turned on and the wastewater and stormwater shall not be connected (except for construction and testing purposes) until the applicant for service has satisfied the Commission that the requirements have been met. The supply of the water service may be discontinued at any time, if in the opinion of the Commission, the plumbing, pipes, fittings, vents, fixtures, and other devices as hereinbefore mentioned, or any of them, fail to comply with the above requirements or if any part of the water system of the customer or the meter is in any unsuitable, dirty, unsanitary or inaccessible place. Water and/or wastewater and/or stormwater service shall not be re-established until the condition is corrected to the satisfaction of the Commission.

**Prohibited Appliances**

27. Water service may be refused or suspended by the Commission to a customer who installs or uses any device or appurtenance, as for example, booster pumps, quick-opening or quick-closing valves, water operated pumps or siphons, stand pipes, or large outlets for supplying ships, etc., which may occasion sudden large demands of short or long duration thereby requiring oversize meters and pipe lines, or affect the stability of regulation of water pressure in the Commission's system. Permission to install or use any such device or appurtenance must be obtained from the Commission, which permission shall specify the special arrangement, such as elevated storage tanks, surge tanks or equalizing tanks, etc., that must be provided by the customer.

**Improper Use or Waste of Water**

28. No customer shall permit the improper use or waste of water, nor sell or give water to any person, except upon such conditions and for such purposes as may be approved in writing by the Commission.

**Service Pipes**

29. (a) Water Service

- (i) Upon receipt of an application for water service to any premises fronting on a public street and there exists in this section of the public street a Commission owned and active water main and the premises is not already provided with water service, the Commission shall install a service pipe which it considers to be of suitable size to provide the demand required. No water service smaller than 20 mm (3/4 inch) in diameter shall be installed. The necessary excavation for the laying of the service pipe, backfilling, and replacement of the street and sidewalk surfaces from the water main in the street to the premises, shall be the responsibility of the applicant for water service and all such work shall be performed without cost to the Commission.
- (ii) The excavation may be the same excavation as is used for the sewer service pipe or if minimum horizontal and vertical separation between water and sewer pipes cannot be obtained, a separate excavation for the water service pipe shall be required. In either case, the excavation is to be provided by the applicant to the satisfaction of the Commission.
- (iii) The cost of supplying and laying a 20 mm (3/4 inch) water pipe and fittings in the trench provided between the main pipe and the street line shall be paid by the Commission. From the street line to the premises, the cost shall be paid by the customer.
- (iv) For water service pipes larger than 20 mm (3/4 inch), the whole cost shall be borne by the customer, less the cost of 20 mm (3/4 inch) service pipe and fittings in the trench provided from the main to the street lines.
- (v) Should any person make application for more than one service pipe to a premises, the decision as to the necessity of the additional service pipe shall be made by the Commission. All service pipes shall be installed in accordance with the plumbing ordinance of the Municipality and to the satisfaction of the Commission.
- (vi) When a service pipe has been installed without objection from the customer as to the location of the same, no subsequent removal of or alteration to the position of the service pipe shall be made except at the expense of the customer requesting such removal or alteration.
- (vii) Each service is to be metered individually.
- (viii) In the event of a change of the user of premises, by way of rezoning, re-subdivision, condominium conversion or otherwise, where such use would result in an increased occupancy of the premises, the owner of such premises shall apply to the Commission for a determination as to whether the existing service pipe(s) is/are of a suitable size to provide the increased demand required. The applicant may be required to provide a hydraulic

analysis of the proposed water use and existing system to determine the suitability of the service for the new use. In the event that the Commission, in its sole discretion, determines that the existing service pipe(s) is/are not suitable, the owner shall comply with the requirements of the Commission with respect to the appropriate type and size of water service pipes to be utilized. All such service pipes shall be installed at the owner's expense, from the main line to the premises, and all installation shall be in accordance with the plumbing ordinance of the Municipality and to the satisfaction of the Commission.

- (ix) The Commission may require the owner of a property to cap off abandoned service laterals at the water main as prescribed by and without cost to the Commission.

(b) Wastewater and/or Stormwater Service

- (i) Every wastewater and/or stormwater building service connection shall be designed and constructed at the expense of the customer serviced by the connection, whether on privately owned property or not.
- (ii) Should any person make application for more than one wastewater and/or stormwater building service connection to a premise, the decision as to the necessity of the additional service connection shall be made by the Commission. All wastewater service connections shall be installed to the satisfaction of the Commission.
- (iii) When a wastewater and/or stormwater building service connection has been installed without objection from the customer as to the location of the same, no subsequent removal of or alteration to the position of the service pipe shall be made except at the expense of the customer requesting such removal or alteration.
- (iv) In the event of a change of the use of premises, by way of rezoning, re-subdivision, condominium conversion or otherwise, where such use would result in an increased occupancy of the premises, the owner of such premises shall apply to the Commission for a determination as to whether the existing wastewater and/or stormwater building service connection(s) is/are of a suitable size to provide the increased demand required. The applicant may be required to provide a hydraulic analysis of the proposed wastewater and/or stormwater generation and existing system capacity to determine the suitability of the service connection for the new use. In the event that the Commission, in its sole discretion, determines that the existing wastewater and/or stormwater service connection(s) is/are not suitable, the owner shall comply with the requirements of the Commission with respect to the appropriate type and size of wastewater and/or stormwater service connection to be utilized. All such wastewater and/or

stormwater service connections shall be installed at the owner's expense, from the main sewer line to the premises, and all installation shall be to the satisfaction of the Commission.

- (v) The Commission may require the owner of a property to cap off abandoned wastewater and/or stormwater service connections at the sewer main line as prescribed by and without cost to the Commission.

### **Repairs to Service Pipes**

#### **30. (a) Water Service**

- (i) If a leak or other trouble occurs in a service pipe, it shall be repaired as soon as possible. If the leak or trouble occurs between the main and the street line or the easement boundary, it shall be repaired by the Commission at its expense. If the leak or trouble occurs elsewhere on the service pipe, it shall be repaired by the customer at the customer's expense. The Commission may make such repairs for any customer provided the customer agrees to pay the cost of same. When required, each customer desiring the Commission to do such work shall deposit with the Commission a sum equal to the estimated cost of the work.
- (ii) If a leak occurs on the customer's portion of the service pipe, and the customer after being notified of the same refuses or unduly delays to have repairs made, the Commission may discontinue the supply of water to the service pipe if in its opinion, the action is necessary in order to prevent wastage of water. The Commission shall notify the customer affected of its intention to discontinue the supply.

#### **(b) Wastewater and/or Stormwater Service**

- (i) If a wastewater and/or stormwater building service connection is obstructed, the following procedure shall be followed in removing the obstruction:
  - 1) The customer is responsible for the initial investigation and clearing of the obstruction. The customer shall secure the services of a licensed plumber to identify the cause and the location of the obstruction and take all necessary measures to remove the obstruction before requesting the Commission for assistance. The expenses of the plumber and any necessary video services shall be borne by the customer.
  - 2) If the obstruction is located in the portion of the service connection on private property, the customer is responsible for all the costs of removal of the obstruction, including the expenses of any contractor to excavate and replace the pipe if necessary. The customer shall

obtain any permits required by municipal by-laws and/or the Commission before commencing any excavation.

- 3) If the obstruction is located in the portion of the service connection on municipal property, and the plumber is unable to remove it pursuant to clause 30(b)i(1) the customer shall submit to the Commission a written report from the plumber and a video tape identifying the location and probable cause of the obstruction; and on receipt of the report and video tape, the Commission shall investigate the obstruction and if it is determined by the Commission that the cause of the obstruction was:
  - a) non-structural, the Commission shall advise the customer of its determination and the customer shall be responsible for clearing the obstruction, including replacing the pipe, if necessary;
  - b) If the obstruction is caused by a broken, sheared, sagged or collapsed pipe or some other structural problem, the Commission will rectify the deficiency and reimburse the customer for the cost of plumbing and video services in an amount not exceeding \$250.00, including HST.
  - c) If the obstruction is caused by the roots from a municipally owned tree, the Commission will rectify the deficiency, reimburse the customer for the cost of plumbing and video services in an amount not exceeding \$250.00, including HST, and recover these costs from HRM.

### **Fire Protection Service Pipes**

31. On receipt of an application, the Commission will permit the applicant to install a fire protection service pipe from the street main to the applicant's premises. The applicant will be responsible for all excavation, backfill, labour, material and street and sidewalk restoration costs related to a fire protection service pipe installation. The applicant may have such fire protection service pipe installed by a competent contractor; however, the Commission shall make the necessary connection to the street main at the applicant's cost. If requested by the applicant, a metered service pipe may be connected to the fire protection service pipe, but only if it is connected outside the building with an approved shutoff valve. Before any metered service pipe is connected to a fire protection service pipe, the applicant must obtain approval from the appropriate authority and provide the Commission with a certified copy of such approval.

The customer is responsible for the maintenance of the fire protection service pipe from the valve at the street main to the building. The Commission is responsible for maintenance of the valve at the street main.

**Private Fire Protection**

32. Fire protection lines within buildings shall be so installed that all pipes will be open and readily accessible for inspection at any time, and no connection for any purposes other than fire protection shall be made thereto. Unless approved by the Commission in writing, no fire protection charge line shall be connected in any way to a metered service.

The owner is solely responsible for the maintenance; repair or replacement of any and all privately owned fire protection systems, including fire protection lines, valves, sprinklers, hydrants, and related appurtenances.

**Discharge into the Stormwater System**

33. No person shall discharge into a stormwater system, matter which causes or may cause or may result in:
- (a) a health or safety hazard;
  - (b) interference with the operation of a stormwater system;
  - (c) obstruction or restriction of a stormwater system or the flow therein;
  - (d) damage to the stormwater system;
  - (e) impairment to the quality of the water in a stormwater system;
  - (f) the quality of the water discharged from a Commission stormwater system to be in violation of Provincial or Federal Acts or Regulations.
34. No person shall discharge into a stormwater system, matter which results in one or more of the following characteristics:
- (a) visible sheen, film or discoloration;
  - (b) one or more separate layers;
  - (c) a pH less than 6.0 or greater than 9.5;
  - (d) a temperature greater than 40 degrees Celsius.
35. No person shall discharge into a stormwater system:
- (a) hazardous waste chemicals;
  - (b) combustible liquids;
  - (c) floating debris;
  - (d) fuel;
  - (e) hauled sewage or hauled waste;
  - (f) pathological waste;
  - (g) PCB's;
  - (h) pesticides;
  - (i) reactive waste;
  - (j) toxic waste;
  - (k) waste radioactive substances.

36. No person shall discharge into a stormwater system, matter containing a concentration, expressed in milligrams per litre, in excess of any one or more of the limits in Table 1 below:

**Table 1 - Limits for Stormwater System Discharge**

<b>Substance</b>	<b>Milligrams per litre</b>
Arsenic	0.5
B.E.T.X. (benzine, ethyl benzine, toluence, xylene)	0.02
Biochemical Oxygen Demand	15
Cadmium	0.015
Carbon tetrachloride	0.02
Chromium	0.02
Copper	0.03
Cyanide	0.05
Fluoride	1.5
Lead	0.05
Mercury	0.001
Oil and Grease	15
Phosphorus	0.5
Selenium	0.01
Silver	0.001
Suspended Solids	15
Thallium	0.01
Trichloroethylene	0.02
Zinc	0.30

37. The provisions of Sections 33, 34, 35 and 36 apply to the discharge of stormwater runoff from industrial, commercial and institutional process areas to a stormwater system, and to any stormwater discharge to which the matter prohibited by Section 34 has been added for the purpose of disposing of the matter.

**Discharge into the Wastewater System**

38. No person shall discharge into wastewater facilities, sewage or wastewater which causes or may cause or results or may result in:
- (a) a health or safety hazard;
  - (b) obstructions or restrictions to the flow in the wastewater facilities;
  - (c) an offensive odour to emanate from wastewater facilities, and without limiting the generality of the foregoing, sewage containing hydrogen sulphide, mercaptans, carbon disulphide, other reduced sulphur compounds, amines, or ammonia in such quantity that may cause an offensive odour;
  - (d) damage to the wastewater system;
  - (e) interference with the operation and maintenance of wastewater facilities;
  - (f) a restriction of the beneficial use of sludge from the Commission's wastewater facilities;
  - (g) effluent from the Commission's wastewater facilities to be in violation of any Provincial or Federal Acts or Regulations.
39. No person shall discharge into wastewater facilities, sewage or wastewater with any one or more of the following characteristics:
- (a) a pH less than 5.5 or greater than 9.5;
  - (b) two or more separate liquid layers;
  - (c) a temperature greater than 65 degrees Celsius.
40. No person shall discharge, into wastewater facilities, sewage or wastewater containing one or more of the following:
- (a) combustible liquids;
  - (b) fuel;
  - (c) hauled sewage, hauled wastewater or leachate, except where written permission from the Commission has been obtained;
  - (d) ignitable waste including but not limited to, flammable liquids, solids, and/or gases, capable of causing or contributing to explosion or supporting combustion in wastewater facilities;
  - (e) detergents, surface-active agents or other substances that may cause excessive foaming in the wastewater facilities;
  - (f) sewage containing dyes or colouring materials which pass through wastewater facilities and discolour the wastewater facility or effluent;
  - (g) pathological waste in any quantity;
  - (h) material containing polychlorinated biphenyls (PCBs);
  - (i) pesticides;
  - (j) reactive materials;
  - (k) radioactive substances;
  - (l) leachate, except where the discharger has written permission from the Commission.

41. No person shall discharge, into wastewater facilities, sewage or wastewater containing a concentration in excess of any of the limits set out in Table 1:

**Table 1 - Concentration Limits - Wastewater Facilities**

<b>Substance</b>	<b>Milligrams Per Litre</b>
Aluminum, Total	50
Antimony, Total	5
Arsenic, Total	1
Barium, Total	5
Benzene	0.01
Beryllium, Total	5
Biochemical Oxygen Demand	300
Bismuth, Total	5
Cadmium, Total	1
Chemical Oxygen Demand	1000
Chlorides	1500
Chloroform	0.05
Chromium, Total	2
Cobalt, Total	5
Copper, Total	1
Cyanide, Total	2
1,2 - Dichlorobenzene	0.1
1,4 - Dichlorobenzene	0.1
cis - 1,2 - Dichloroethylene	4.0
Trans - 1,3 - Dichloropropylene	0.15
Ethylbenzene	0.15
Fluoride	10
Iron, Total	50

Lead, Total	1
Manganese, Total	5
Mercury, Total	0.01
Methylene chloride	0.2
Molybdenum, Total	5
Nickel, total	2
Oil & Grease - mineral or synthetic in origin	15
Oil & Grease - animal or vegetable in origin	150
o-Xylene	0.5
Phenolic Compounds (4AAP)	1
Phosphorus, Total	10
Selenium, Total	1
Silver, Total	2
Sulphates Expressed as SO <sub>4</sub>	1500
Suspended Solids, Total	300
1,1,2,2 - Tetrachloroethane	1.0
Tetrachloroethylene	1.0
Tin, Total	5
Titanium, Total	5
Toluene	0.01
Total Kjeldahl Nitrogen	100
Trichloroethylene	1.0
Vanadium, Total	5
Xylenes, Total	1.5
Zinc, Total	2

A reference to "Total" in this table denotes total concentrations of all forms of the metal and ion including both particulate and dissolved species.

42. No person shall discharge, into wastewater facilities, sewage or wastewater under circumstances where water has been added for the purpose of dilution to achieve compliance with Sections 39 and 41.
43. No person shall discharge cooling water or uncontaminated water to wastewater facilities unless the discharge has been permitted by the Commission.

#### **Wastewater Service Grease, Oil, Sediment, Sand Traps or Interceptors**

44. Grease, oil, sediment and sand traps or interceptors shall be installed in all food service establishments or operations, vehicle service facilities, and car or truck washes when, in the opinion of the Commission, such a device is necessary for the proper handling and control of wastewater being discharged to the Commission wastewater facilities.
45. Traps or interceptors shall be installed such that they are easily accessible for all aspects of cleaning and inspection.
46. Traps or interceptors shall be maintained by the owner or operator in a condition of continuous efficient operation at the owner's expense.
47. No retained or trapped oil, grease, sediment, sand, silt or other matter in any form shall be allowed to pass from the installed trap or interceptor into the wastewater facilities. Instead, removal of retained or trapped materials shall be achieved by pumping or other physical means and shall be hauled away and disposed of as required by law.
48. Whenever an inspection of an installed trap or interceptor results in a written notice for action on the part of the person(s) responsible for the installed device, such action shall be completed within the compliance period granted by the written notice.
49. The owner or operator of an establishment shall provide the Commission, upon request, with the frequency of inspection and maintenance of any installed grease, oil, sediment and sand traps or interceptors, as well as information as to the disposal method employed and location of hauled waste material.
50. Any reasonable request for inspection by the Commission shall be granted by the owner or operator of the establishment.

#### **Stormwater Service Sampling and Analytical Requirements**

51. Where the Commission determines that monitoring of any discharge to the stormwater system is required, the owner or operator of premises may be required to monitor, analyse, and report to the Utility the results of the monitoring program at the owner's expense.
52. The Commission may specify specific time periods for collection of samples and analytical requirements based on practices of the business, as required.

53. The Commission may from time to time enter any premises and conduct such tests as deemed necessary.
54. All tests, measurements, analyses and sample handling shall be carried out in accordance with "Standard Methods" and by a laboratory certified by the Canadian Association of Environmental Laboratories.

#### **Wastewater Service Reporting Requirements**

55. No industrial, commercial or institutional discharger shall discharge sewage, wastewater, cooling water, uncontaminated water or any combination thereof, to wastewater facilities without first submitting to the Commission reports as identified by the Commission.
56. If a discharger has been discharging to wastewater facilities prior to the enactment of these Rules and Regulations, the discharger shall comply with the requirements set out in Section 54 within thirty (30) days of receipt of written notice from the Commission.
57. The discharger shall provide written notification to the Commission of any changes to the information filed pursuant to Sections 55 and 56 within sixty (60) days of the change.

#### **Wastewater Service Discharger Self-Monitoring**

58. The discharger shall undertake the monitoring or sampling of any discharge to the wastewater facilities as may be required by the Commission, and provide the results in accordance with written notice from the Commission.
59. The obligations set out in or arising out of Section 58 shall be completed at the expense of the discharger.

#### **Wastewater Service Extra Strength and Volume Surcharge Agreement**

60. Where large volumes of sewage, extra strength sewage or wastewater is discharged to wastewater facilities, the Commission may enter into a surcharge agreement with a discharger permitting exceedances of the limits set out in Section 41, including, but not limited to, any one or more of the following:
  - (a) biochemical oxygen demand;
  - (b) solvent extractables - animal or vegetable in origin;
  - (c) total kjeldahl nitrogen;
  - (d) phosphorous, total;
  - (e) suspended solids, total; or
  - (f) large volumes.
61. The agreement may include terms and conditions under which the discharge is permitted and the method by which the Commission shall recover costs incurred by the pumping and treatment of the wastewater.

62. During the term of the agreement, the discharger shall be exempt from meeting the limits set out in Section 41 for the parameter(s) included in the agreement, if all conditions stipulated in the agreement are met.
63. Notwithstanding Section 60, where a discharger has entered into an extra strength surcharge or large volume agreement, any anticipated change in the information provided pursuant to Sections 55 to 57 inclusive must be submitted to the Commission prior to the change to allow an assessment of the impact of the change on the agreement.
64. The Commission may terminate the agreement at any time and the termination shall be effective within thirty (30) days of the delivery of a written notice to the discharger's site or head office.

#### **Wastewater Service Compliance Agreement**

65. Where the discharger, at the coming into force of these Rules and Regulations, is out of compliance with one or more conditions in Sections 38 to 43 inclusive, the Commission may enter into a compliance agreement with a discharger to provide a plan for achieving compliance with this Schedule of Rules and Regulations within a specified time.
66. The agreement shall:
  - (a) be for a fixed term;
  - (b) contain reporting requirements to the Commission on significant stages in the progress towards compliance as determined by the Commission; and
  - (c) include a maximum interim limit for the parameter or parameters covered by the agreement.
67. During the term of the compliance agreement, the discharger shall be exempt from those parts of Sections 38 to 43 inclusive specified in the compliance agreement provided that all of the conditions of the agreement are met by the discharger prior to the expiry of the agreement.
68. The agreement may be terminated with 48 hours notice by the Commission at any time where the terms and conditions of the agreement are not being met.

#### **Wastewater Service Sampling and Analytical Requirements**

69. Where the Commission determines that monitoring of any discharge to the wastewater facilities is required, the owner or operator of residential, industrial, commercial or institutional premises may be required to monitor, analyse, and report to the Commission the results of the monitoring program at the owner's expense.
70. The Commission may specify specific time periods for collection of samples and analytical requirements based on practices of the business, as required.

71. The Commission may from time to time enter any premises and conduct such tests as deemed necessary.
72. All tests, measurements, analyses and sample handling shall be carried out in accordance with "Standard Methods" and by a laboratory certified by the Canadian Association of Environmental Laboratories.

#### **Wastewater and Stormwater Control Service Access**

73. The Commission may require the installation of a control service access or the upgrading of an existing control service access, for each connection to the stormwater system for the purpose of monitoring or sampling discharges.
74. A control service access shall be:
  - (a) located on the property of the discharger unless the Commission permits an alternative location;
  - (b) constructed and maintained at the expense of the discharger;
  - (c) accessible at all times by the Commission;
  - (d) constructed in a manner which meets the standards of the Commission; and
  - (e) maintained to ensure access and structural integrity.

#### **Season for Laying Pipes**

75. The Commission shall not be required to lay pipe in any season of the year which, in its opinion, is not suitable. The Commission may not guarantee a free flow of water, wastewater and/or stormwater in service pipes exposed, extended or installed in severe winter conditions.

#### **Water Service Pressure Reducing Valves**

76. Where, in the opinion of the Commission, it is necessary for proper water service, a customer shall install on the service pipe, between the meter and the shutoff valve on the supply side of the meter, a pressure reducing valve of a type satisfactory to the Commission. The customer shall be responsible for the cost of installing and maintaining the pressure reducing valve at all times.

#### **Unauthorized Extensions, Additions or Connections**

77. No person shall, without the written consent of the Commission, make or cause to be made any connection to any part of the water, wastewater and/or stormwater system, or in any way obtain or use the stormwater system thereon in any manner other than as set out in the Schedule of Rules and Regulations.

**Wastewater and Stormwater Service Backflow Preventer Valves**

78. The Commission may require that customers install backflow preventer valves in their service pipe if, in the opinion of the Commission the area may be subjected to flow backups in the street system at that location. The customer is responsible for the maintenance and operation of valves including their replacement if they fail.

**Liability for Supply of Service**

79. (a) **Water Service**

- (i) The Commission shall not be deemed to guarantee an uninterrupted supply of water at a sufficient or uniform pressure. The Commission shall not be liable for any damage or injury caused or done by reason of the interruption of supply, variation of pressure or on account of turning off the water for any cause.

(b) **Wastewater Service**

- (i) The Commission shall not be deemed to guarantee an uninterrupted wastewater service. The Commission shall not be liable for any damage, direct or consequential, loss or liability or injury caused or done by reason of the interruption of the wastewater service, intermittent flow of the wastewater system or flooding of basements as a result of stoppages in the wastewater system for any cause.

(c) **Stormwater Service**

- (i) The Commission shall not be deemed to guarantee an interrupted stormwater service. The Commission shall not be liable for any damage, direct or consequential, loss or liability or injury caused or done by reason of the interruption of the stormwater service, intermittent flow of the stormwater system or flooding of basements as a result of stoppages in the stormwater system for any cause.
- (ii) Where an overflow of water from a sewer, drain, ditch or watercourse is a consequence of snow, ice or rain, the Commission is not liable for a loss as a result of the overflow.

**Interference with Commission Property**

80. (a) **Water Service**

- (i) No persons, unless authorized by the Commission in writing, shall draw water from open, close, cut, break, or in any way injure or interfere with any fire hydrant, water main, service pipe, or any property of the Commission or

obstruct the free access to any hydrant, valve, service box, meter or building etc., provided however, that nothing in this paragraph contained shall be deemed to prevent an officer or member of the Fire Department engaged in the work of the Department, from using any hydrant or other source of water supply of the Commission for such purpose.

(b) Wastewater Service

- (i) No persons, unless authorized by the Commission in writing, shall discharge wastewater into, open, cut, break, or in any way injure or interfere with any wastewater main, manhole, service pipe, pumping station, or any property of the Commission, or obstruct the free access to any wastewater main, manhole, service pipe, pumping station, etc.

(c) Stormwater Service

- (i) No persons, unless authorized by the Commission in writing, shall discharge stormwater into, open, cut, break, or in any way injure or interfere with any stormwater main, manhole, service pipe, pumping station, or any property of the Commission, or obstruct the free access to any stormwater main, manhole, service pipe, pumping station, etc.

**Water Service Control Valves**

- 81. The service box and/or valve housing the premises' control valve shall be exposed for access by the Commission personnel at all times. The Commission shall require all control valve service boxes and/or valves to be fully exposed and adjusted to final landscape grade before the installation of the premises' water meter. Any adjustment to the service box or valve box shall be the responsibility of the customer. The Commission may provide the service to adjust the service box or valve box and invoice the customer for all expenses incurred from this activity at the premises.

The customer shall ensure the service box and/or valve box is exposed at all times. In the event that the service box is buried, paved over, back-filled or damaged as a result of carelessness, willful obstruction of any other occurrence that, in the opinion of the Commission, results in the requirement of the Commission to expose, adjust or repair the service box and/or valve box, it shall be at the customer's expense. The Commission may undertake such activities as it deems necessary to gain access to the premises' control valve (curb-stop) without expense to the Utility.

When such action is undertaken, reinstatement of the road, right-of-way, driveway, sidewalk, curb or landscape may, at the discretion of the Commission, be charged back to the customer if such activity is undertaken by the Commission.

**Water Conservation Directives**

82. The Commission may enact conservation of water directives to its customers, if in the opinion of the Commission, such directives will permit the Commission to provide a reliable, continuous water supply to all customers serviced by the Commission.

During such times as these directives may be enacted, customers who do not comply with the directives may have their water supply suspended until such time as the customer will agree to comply with the directive or upon suspension of the water conservation directive, whichever occurs first.

In the event that water is temporarily suspended for non-compliance of a water conservation directive, the cost of turning on the service will be billed to the customer.

**Capital Cost Contribution**

83. The Commission may establish a Capital Cost Contribution from developers and/or future users requiring extension or improvements of the water, wastewater and/or stormwater system. The total amount of the capital contribution shall ensure that the Commission is cost neutral to the design, construction, financing and applicable overhead as prescribed by the Commission. Cost factors shall include, but not be limited to the supply, storage, transmission distribution, pressure control and fire protection requirements as required by the Commission. The Commission will allocate the capital costs on the basis of the approved Schedule of Rates and Charges.

**Suspending Service for Violation**

84. Whenever in the opinion of the Commission, violation of these Rules and Regulations is existing or has occurred, the Commission may take action including the suspension of service to the premises where the violation has occurred or is existing and may keep the same suspended from the premises where the violation has occurred or is existing.

**Halifax Water Pollution Prevention Program**

**Discharger Information Report  
(Form 1)**

**1. General Information**

\_\_\_\_\_  
(Company Name, Corporation, Owner)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(Fax Number)

\_\_\_\_\_  
(Mailing address)

\_\_\_\_\_  
(Postal Code)

Location of Premises:

\_\_\_\_\_  
(Street Name, Number, Block Number, Unit Number)

Company Officer responsible for waste effluent control:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Telephone Number)

**2. Product or Service Information**

(a) Number of Employees: \_\_\_\_\_

Plant: \_\_\_\_\_ Office: \_\_\_\_\_

(b) Number of shifts per day: \_\_\_\_\_ Number of days per week: \_\_\_\_\_

(c) What are your principal products produced or services rendered:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(d) Provide a brief description of your manufacturing or service activities:

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**3. Waste Characteristics and Disposal**

(a) Consumption of water:

(Please provide a recent copy of water billing records)

(b) Please list the types and volumes of chemicals used in your manufacturing process and/or stored on site:

Chemicals:

Quantities:

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

(c) Please list the type of chemicals, cooling water or other waste materials that are discharged to the sanitary sewer.

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(d) Is your wastewater subjected to any type of treatment before discharge into the sewer system? Please describe the treatment provided to the wastewater.

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(e) Has your company sampled and analysed wastewater that is discharged to the sewer system? If yes, please provide details and attach a copy of any available sample information.

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Name of person submitting report:

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(Name)

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(Title)

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(Date of Completion)

**Halifax Water Pollution Prevention Program**

**Discharger Information Report  
(Form 2)**

**1. General Information**

\_\_\_\_\_  
(Company Name, Corporation, Owner)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(Fax Number)

\_\_\_\_\_  
(Mailing address)

\_\_\_\_\_  
(Postal Code)

Location of Premises:

\_\_\_\_\_  
(Street Name, Number, Block Number, Unit Number)

Company Officer responsible for waste effluent control:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Telephone Number)

**2. Product or Service Information**

(a) What are your principal products produced or services rendered:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Provide a brief description of your manufacturing or service activities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(c) Standard Industrial or Canadian Codes (SIC) of those products produced:

\_\_\_\_\_  
\_\_\_\_\_

Indicate if these are ( ) SICs, or Canadian ( ) SICs

(d) Provide a brief description of the process(es) used in the manufacturing or servicing:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(e) Number of employees: \_\_\_\_\_

Plant: \_\_\_\_\_ Office: \_\_\_\_\_

(f) Number of shifts per day: \_\_\_\_\_ Number of shifts per week: \_\_\_\_\_

(g) Please indicate if major processes are:

( ) Batch ( ) Continuous ( ) Both

(h) Is the production subject to seasonal variation: ( ) yes ( ) no

If yes indicated, briefly describe your seasonal production cycle:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **Waste Characteristics**

(a) List all sources of water supply:

- Municipal water \_\_\_\_\_
- Private well water \_\_\_\_\_
- Hauled water \_\_\_\_\_
- Other sources (Describe) \_\_\_\_\_

(b) Type of waste water discharged: (please check all that apply)

- Sanitary sewage Estimated volume: \_\_\_\_\_ m<sup>3</sup>/day
- Non-contact cooling water Estimated volume: \_\_\_\_\_ m<sup>3</sup>/day
- Contact cooling water Estimated volume: \_\_\_\_\_ m<sup>3</sup>/day
- Process water Estimated volume: \_\_\_\_\_ m<sup>3</sup>/day
- Others Estimated volume: \_\_\_\_\_ m<sup>3</sup>/day

(c) Wastewater is discharged to: (please check all that apply)

- | <u>Location</u>   | <u>Estimated Volume</u>   |
|---|---------------------------|
| <input type="checkbox"/> Sanitary # 1   | _____ m <sup>3</sup> /day |
| <input type="checkbox"/> Sanitary # 2   | _____ m <sup>3</sup> /day |
| <input type="checkbox"/> Storm Sewer # 1  | _____ m <sup>3</sup> /day |
| <input type="checkbox"/> Storm Sewer # 2  | _____ m <sup>3</sup> /day |
| <input type="checkbox"/> Surface water, pond, creek, river, etc.  | _____ m <sup>3</sup> /day |
| <input type="checkbox"/> Storage tank   | _____ m <sup>3</sup> /day |
| <input type="checkbox"/> Ground water or well   | _____ m <sup>3</sup> /day |
| <input type="checkbox"/> Liquid waste hauler - please indicate company used and disposal site if known. |                           |

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. Pre-treatment and Disposal**

(a) Pre-treatment devices or processes used for treating wastewater or sludges before discharge to the sewer system. (Please check as many as is appropriate):

- |   |  |
|---|--|
| <input type="checkbox"/> Air floatation                 | <input type="checkbox"/> Screening                 |
| <input type="checkbox"/> Centrifuge                     | <input type="checkbox"/> Sedimentation             |
| <input type="checkbox"/> Chemical Precipitation         | <input type="checkbox"/> Septic Tank               |
| <input type="checkbox"/> Chlorination                   | <input type="checkbox"/> Solvent Separation        |
| <input type="checkbox"/> Cyclone                        | <input type="checkbox"/> Spill Protection          |
| <input type="checkbox"/> Filtration                     | <input type="checkbox"/> Sump                      |
| <input type="checkbox"/> Flow Equalization              | <input type="checkbox"/> Biological Treatment      |
| <input type="checkbox"/> Grease or Oil Separation       | type: _____  |
|   | type: _____  |
| <input type="checkbox"/> Rainwater Diversion or Storage |  |
| <input type="checkbox"/> Grease Trap                    | type: _____  |
| <input type="checkbox"/> Grit Removal                   |  |
| <input type="checkbox"/> Other Chemical Treatment       |  |
| <input type="checkbox"/> Ion Exchange                   | _____  |
| <input type="checkbox"/> Neutralization, Ph Correction  | <input type="checkbox"/> Other treatment           |
| <input type="checkbox"/> Ozonation                      | type: _____  |
| <input type="checkbox"/> Reverse Osmosis                | <input type="checkbox"/> No Pre-treatment Provided |

(b) Describe in detail the treatment process for your waste streams:

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(c) Provide a flow diagram of your Pre-treatment Process in the space below:

(d) Provide a description of the identified pre-treatment facilities and operating data.

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(e) Describe how solids are handled, stored and disposed.

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(f) Describe any current operational problems or required shutdowns of pre-treatment facilities that may affect the quality of wastewater discharged to the sewer system.

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(g) Is sludge generated from the pre-treatment process: ( ) yes ( ) no  
If yes, please describe the treatment and disposal method for sludge removal.

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(h) Do you recover any chemicals from your wastewater: ( ) yes ( ) no  
If yes, please explain.

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**5. Pollutant Information (Sewer Discharge)**

(a) Please indicate in the appropriate location whether the chemical parameter is known, or suspected to be present in each waste stream leaving your facility.

**Sewer Discharge Characteristics**

Parameter	Known Present	Suspected Present	Concentration(mg/l)
Antimony			
Arsenic			
Bismuth			
BOD			
Cadmium			
Chromium			
Cobalt			
Copper			
Cyanide			
Kjeldahl			

Lead			
Manganese			
Mercury			
Molybdenum			
Nickel			
Oil/Grease (A/V)			
Oil/Grease (M/S)			
Phenolics			
Phosphorus			
Selenium			
Silver			
Tin			
Titanium			
TSS			
Vandium			
Zinc			

**6. Pollutant Information (No discharge)**

(a) List pollutants or chemicals that have the potential to enter either sanitary or storm sewers due to accidental spills, machinery malfunctions or process upsets:

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(b) Does your Company have any existing agreements with the Municipality, former municipalities or the Province regarding wastewater discharged to the sanitary or storm sewers?

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(c) Does the Company have any flow measurement or sampling equipment available?

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(d) Has the Company ever conducted sampling and analysis of wastewater discharged to either the sanitary or storm sewer system? If so, please provide as an attachment to this report any copies of analysis that are available.

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Name of person submitting report:

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(Name)

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(Title)

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(Date of Completion)