

MANDATORY SEWAGE SYSTEM RE-INSPECTION AGREEMENT

This Agreement dated 30th in the month of May, 2022

BETWEEN:

RIDEAU VALLEY CONSERVATION AUTHORITY

(a conservation authority under the *Conservation Authorities Act*, R.S.O. 1990 c. C-27)
(hereinafter called the "Conservation Authority")

-AND-

THE CORPORATION OF THE TOWNSHIP OF CENTRAL FRONTENAC

(a municipal corporation under the *Municipal Act, 2001*, S.O. 2001 c. 25)
(hereinafter called the "Municipality")

WHEREAS this Agreement is being entered into for the purpose of conducting approximately three hundred (300) septic re-inspections under the Mandatory Sewage System Re-Inspection Program within the municipality.

AND WHEREAS the Municipality has appointed the Conservation Authority Inspectors as Building Inspectors pursuant to Section 3 of the Building Code Act for the purpose of administering this Mandatory Sewage System Re-Inspection Program pursuant to By-Law 2018-49 as amended by 2020-04;

NOW THEREFORE IN CONSIDERATION of the mutual covenants herein contained, the parties hereto hereby agree as follows:

ARTICLE ONE

GENERAL

Section 1.01 Application: This Agreement shall be applicable to all lands within the municipality serviced by private sewage systems.

Section 1.02 Duties: The Conservation Authority shall faithfully carry out its duties hereunder in accordance with Municipal By-Law 2018-49 as amended by 2020-04, attached to this Agreement as Appendix C. Any violations of the Building Code will be reported directly to the Chief Building Official for follow-up.

ARTICLE TWO

DEFINITIONS

Section 2.01 Definitions:

In this Agreement:

“Sewage System” means:

- (a) a chemical toilet, an incinerating toilet, a re-circulating toilet, a self-contained portable toilet and all forms of privy including a portable privy, an earth pit privy, a pail privy, a privy vault and a composting toilet system.
- (b) a grey water system,
- (c) a cesspool,
- (d) a leaching bed system, or
- (e) a system that requires or uses a holding tank for the retention of hauled sewage at the site where it is produced before its collection by a hauled sewage system, where these
- (f) have a design capacity of 10 000 litres per day or less,
- (g) have, in total, a design capacity of 10 000 litres per day or less, where more than one of these are located on a lot or parcel of land, and
- (h) are located wholly within the boundaries of the lot or parcel of land on which is located the building or buildings they serve.

“The Service Area” means this Agreement applies to properties selected by the Municipality for inclusion in Mandatory Septic Re-Inspection Program

ARTICLE THREE

SERVICES OF THE CONSERVATION AUTHORITY

Section 3.01 Septic Re-inspection Services: The Conservation Authority shall provide the following service in the Service Area:

- (i) Undertake an on-site septic re-inspection program as described as **Mandatory Sewage System Re-Inspection Program, Appendix A & B and as set out in Municipal By-Law 2018-49 amended by 2020-04 – appended hereto as Appendix C.**

ARTICLE FOUR

FEES

Section 4.01 Inspection: Notwithstanding Section 7.1 of By-Law 2020-04, upon completion of each Sewage System Re-inspection described in **Mandatory Sewage System Re-Inspection Program** appended hereto as Appendix A, the Conservation Authority shall provide an invoice to the property owner at the time of inspection. If the property owner chooses to pay the Conservation Authority directly at the time of inspection, the Conservation Authority will collect the fee directly and not bill the Municipality for the \$100 inspection fee. If the property owner wishes to pay at a later date, the Conservation Authority will provide the invoice from the Municipality to the owner with a 30 day payment option. The Municipality will be responsible for the collection of any invoices not directly paid to the Conservation Authority. The Conservation Authority will then invoice the Municipality at the end of the program for payment of these fees collected by the municipality said invoice shall become due and payable upon receipt.

Section 4.02 Program Administration: Upon completion of the Septic Re-inspection Services described in **the Mandatory Sewage System Re-Inspection Program** appended hereto as Appendix A and report to council, the Conservation Authority shall invoice the Municipality for the lump sum of **\$1695**. Such invoices shall become due and payable upon receipt.

ARTICLE FIVE

INSPECTORS

Section 5.01 Qualifications: Inspectors shall be qualified in accordance with the provisions of the Building Code and shall be appointed by the Conservation Authority's Board of Directors as per section 6.2 (3) (4) of the *Building Code Act*.

ARTICLE SIX

LIABILITIES AND INSURANCE

Section 6.01 Indemnification of the Conservation Authority: The Conservation Authority, its directors, officers and employees shall indemnify and save harmless the Municipality from any and all claims, demands, causes of action, loss, costs or damages that the Municipality may suffer, incur or be liable for, resulting from the performance of the Conservation Authority, its directors, officers and employees in the execution of the work and obligations described under this agreement.

Section 6.02 Insurance: Commercial General Liability Insurance issued on an occurrence basis for an amount of not less than \$5,000,000 per occurrence / \$5,000,000 annual aggregate for any negligent acts or omissions by the Conservation Authority relating to its obligations under this Agreement. Such insurance shall include but is not limited to bodily injury and property damage including loss of use; personal injury; contractual liability; premises, property and operations; non-owned automobile; broad form property damage, broad form completed operations; owners and contractors protective; occurrence property damage; products; employees as Additional Insured(s); contingent employer's liability; tenants legal liability, cross liability and severability of interest clause.

ARTICLE SEVEN

TERM AND TERMINATION OF AGREEMENT

Section 7.01 Term: This Agreement shall continue in force for a period of seven (7) months commencing May 30, 2022 and ending December 30, 2022.

Section 7.02 Termination: This Agreement may be terminated by either party on not less than 180 days written notice. Upon termination of this Agreement, the Conservation Authority shall provide the Municipality complete copies of all files and records of the Conservation Authority relating to the exercise of the delegated authority pursuant to this Agreement. The obligation of the Conservation Authority to indemnify the Municipality pursuant to Section 6.01 of this Agreement shall continue in full force and effect after the termination of this Agreement with respect to all actions or omissions of the Conservation Authority in executing the work under this Agreement prior to the date of termination.

ARTICLE EIGHT

MISCELLANEOUS

Section 8.01 Preamble: The preamble hereto shall be deemed to form an integral part hereof.

Section 8.02 Amendments: This Agreement shall not be changed, modified, terminated or discharged in whole or in part except by instrument in writing signed by the parties hereto, or their respective successors or permitted assigns, or otherwise as provided herein.

Section 8.03 Force Majeure: Any delay or failure of either party to perform its obligations under this Agreement shall be excused and this Agreement is suspended if, and to the extent, that the delay or failure is caused by an event occurrence beyond the reasonable control of the party and without its fault or negligence, such as, by way of example and not by way of limitation, acts of God, fires, floods, wind storms, riots, labor problems (including lock-outs, strikes and slow-downs) or court injunction or order.

Section 8.04 Posting: The Conservation Authority shall within ten (10) days of notification of acceptance and prior to the commencement of work, post this Agreement on its website.

Section 8.05 Notices: Any notices, report or other communication required or permitted to be given hereunder shall be in writing unless some other method of giving such notice, report or other communication is expressly accepted by the party to whom it is given and shall be given by being delivered or mailed to the following addresses of the parties respectively:

(a) To the Conservation Authority:

Rideau Valley Conservation Authority
P.O. Box 599

3889 Rideau Valley Drive
Manotick, ON
K4M 1A5
Attention: General Manager

(b) To the Municipality:

Township of Central Frontenac,
1084 Elizabeth St,
PO Box 89
Sharbot Lake, ON
K0H 2P0
Attention: CAO/Clerk

Any notice, report or other written communication, if delivered, shall be deemed to have been given or made on the date on which it was delivered to any employee of such party, on the date of receipt of facsimile transmission, or if mailed, postage prepaid, shall be deemed to have been given or made on the third business day following the date on which it was mailed (unless at the time of mailing or within forty-eight hours thereof there shall be a strike, interruption of lock-out in the Canadian Postal Service, in which case service shall be by way of delivery only). Either party may at any time give notice in writing to the other party of the change of its address for the purpose of this Section.

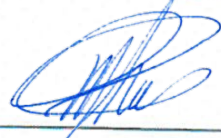
Section 8.06 Headings: The section heading hereof have been inserted for the convenience of reference only and shall not be constructed to affect the meaning, construction of effect of this Agreement.

Section 8.07 Governing Law: The provisions of this Agreement shall be construed and interpreted in accordance with the laws of the Province of Ontario as at the time in effect.

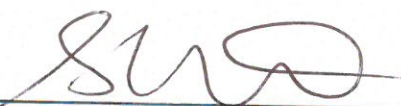
[Signature page follows]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first written above.

RIDEAU VALLEY CONSERVATION AUTHORITY

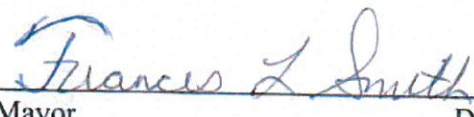


Chair Date: 2022-06-06



General Manager Date: May 31, 2022
We have authority to bind the corporation

THE CORPORATION OF THE TOWNSHIP OF
CENTRAL FRONTENAC



Mayor Date: May 30/22



CAO/Clerk Date: May 30/22

We have authority to bind the corporation

Appendix A - Schedule

Proposed Schedule of Sewage System Re-inspections for 2022.

<u>Action Item</u>	<u>Date</u>
Initial Notification to Selected Landowners	May 30, 2022
Field Inspections Begin	June, 2022
Field Inspections Completed	October 21, 2022
Draft Summary Report Prepared	November 18, 2022
Final Report Submitted	November 25, 2022

Program Administration and Management

- Testing of property selection tool
- Mailing of property owner packages
- Tracking of permits numbers – less than 10 years old.

Fee = \$1500

Site Inspection:

300 Sewage System Re-inspections @ \$100/inspection = \$30,000

Total Program Cost = \$1500 + \$30,000 = \$31,500

Appendix B – Summary of Proposal Components

Proposal 1: Visual Inspection & Septic Tank Inspection and Management Program

- ✓ Measure depth of solids (sludge and scum layers) in tank
- ✓ Estimate a homeowners individual pumping frequency based on future use remaining consistent with past use
- ✓ Identify any leaking tanks, or potential pipe blockages
- ✓ Ensure septic tank baffles are present and in working order
- ✓ Promote the installation of effluent filters, and septic tank risers
- ✓ Record all information in database, including last record of pump-out
- ✓ Identify any obvious problems with the septic system
- ✓ Confirm that separation distances are met as per the OBC
- ✓ Check for illegal wastewater discharges
- ✓ Record GPS values of all sewage systems, and wells
- ✓ Document all findings on each property in a GIS compatible database
- ✓ Provide informative pamphlets on septic system care and maintenance
- ✓ Liaise with the township building officials to insure Part 8 compliance of properties identified as deficient in the re-inspection program.

Appendix C – By-Laws 2018-49 and 2020-04

Appendix C

THE CORPORATION OF THE TOWNSHIP OF CENTRAL FRONTENAC

BY-LAW #2018-49

Being a By-law to Implement a Mandatory Sewage
Re-Inspection Program

WHEREAS the regulatory power to enter on private property is given under Section 15.9 (1) "Inspection of an Unsafe Building" in the Ontario Building Code Act (OBCA), 1992, S.O. 1992, c. 23, as amended (the "Act").

AND WHEREAS sewage systems are included in the criteria to determine whether a building is unsafe pursuant to Section 15.9(3) of the Act.

AND WHEREAS Section 15.10.1 of the Act allows an inspector to enter upon land and into buildings at any reasonable time without a warrant for the purpose of conducting a maintenance inspection;

AND WHEREAS in accordance with section 436(1) of the Municipal Act, 2001, S.O. 2001, an officer may enter upon land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the provisions of this By-law are being complied with;

AND WHEREAS the authority for sewage system maintenance inspections are under the provisions of the Section 15.10.1 of the Act;

AND WHEREAS Section 7(1) (b.1) of the Act, authorizes the council of a municipality to pass by-laws establishing and governing sewage system maintenance inspection programs in accordance with Division C, Part 1, Section 1.10.1 of the Act — Ontario Regulation 332/12 as amended (the "Building Code") hereby referred to as a "Mandatory Sewage Re-Inspection Program";

AND WHEREAS Section 10.1 of the Act prescribes that no person shall operate or maintain a sewage system or permit a sewage system to be operated or maintained except in accordance with the Act and the Building Code;

AND WHEREAS Section 10(2) of the Municipal Act, 2001, as amended, provides the ability for a municipality to pass by-laws relating to the health, safety and wellbeing of persons and Section 391 authorizes a municipality to impose fees and charges for the services provided by it;

AND WHEREAS the intention of a sewage system re-inspection program is to identify and resolve hazards associated with malfunctioning sewage systems;

AND WHEREAS the long-term goal of this program is to monitor sewage systems and prevent contamination to groundwater, watercourses, etc., to increase property owner awareness of the location and condition of their sewage systems; and to increase education on the proper operation and maintenance of sewage system(s);

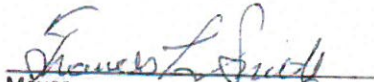
AND WHEREAS the Township of Central Frontenac deems it expedient to implement a Mandatory Sewage Re-Inspection Program within the municipality;

AND WHEREAS the Township has entered into an agreement with the Rideau Valley Conservation Authority, through its Mississippi-Rideau Valley Septic System Office (the "MRSSO") to deliver the Mandatory Sewage Re-Inspection Program on behalf of the municipality;

NOW THEREFORE, the Township of Central Frontenac enacts as follows:

1. THAT Council authorize the Building and By-law Enforcement Officers or their designate to implement a Mandatory Sewage Re-inspection Program in the Township of Central Frontenac.
2. THAT a sewage system re-inspection fee be invoiced by the Township and payable by each affected property owner. If not paid by December 31st during the year of inspection, the Township will add the cost of the sewage system inspection fee to the property owner's tax bill. This fee will be collected in the same manner as the municipal property taxes.
3. THAT the areas of the Township scheduled for re-inspection be established on Schedule "A" attached hereto and forming part of this by-law.
4. THAT the terms and conditions of the Mandatory Septic Re-inspection Program be established on Schedule "B" attached hereto and forming a part of this by-law.
5. THAT the Rideau Valley Conservation Authority, through its Mississippi-Rideau Valley Septic System Office (the "MRSSO") be hereby appointed by the Township to deliver the Mandatory Sewage Re-Inspection Program on behalf of the Township in accordance with this By-law and the terms of any agreement between the MRSSO and the Township.
6. THAT any by-laws inconsistent with this by-law are hereby rescinded and repealed.
7. THAT this by-law shall come into full force and effect upon the final passing hereof.

Read a first, second, third time and passed this 9th day of October, 2018.


Mayor


Clerk - Administrator

THE CORPORATION OF THE TOWNSHIP OF CENTRAL FRONTENAC

SCHEDULE "A" TO BY-LAW #2018-49

As the program is rolled out, properties located on the following sensitive lakes will be the first to be re-inspected;

Sensitive Lakes:

Crow Lake
Eagle Lake
Hungry Lake
Sharbot Lake – west basin
Silver Lake

Notwithstanding the aforementioned, the program will then be expanded to include all 'Head Water' lakes, hamlets, and eventually all properties within Central Frontenac.

THE CORPORATION OF THE TOWNSHIP OF CENTRAL FRONTENAC

BY-LAW 2020-04

Being a By-law to amend By-Law 2018-49 to Implement a Mandatory Sewage
Re-Inspection Program

WHEREAS By-Law 2018-49 implemented a Mandatory Sewage Re-Inspection Program within the Township of Central Frontenac (The "Township"),

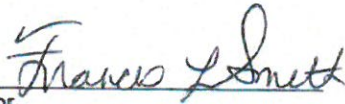
AND WHEREAS the Township deems it expedient to amend said by-law to address certain operational issues that have arisen;

NOW THEREFORE, the Township of Central Frontenac enacts as follows:

1. THAT Schedule "B" to By-Law 2018-49 is hereby rescinded and replaced by a new Schedule "B", which is attached to and forms part of this by-Law.
2. THAT this by-law shall come into full force and effect upon the final passing hereof.

Read a first, second, third time and passed this 26th day of November, 2019.

Mayor



Clerk - Administrator



THE CORPORATION OF THE TOWNSHIP OF CENTRAL FRONTENAC

REVISED SCHEDULE "B" TO BY-LAW #2018-49

TERMS AND CONDITIONS
OF THE SEPTIC SYSTEM RE-INSPECTION PROGRAM

1. DEFINITIONS

For the purpose of this by-law;

- 1.1. "Act" means the Building Code Act, 1992, S.O. as amended.
- 1.2. "Building" has the same meaning as provided for in the Act.
- 1.3. "Building Code" means Ontario Regulation 332/12 as amended or as regulations made under Section 34 of the Act which may include a more recent revision or amendment.
- 1.4. "Building Inspector" means an Inspector appointed under Section 3 of the Act and having jurisdiction for the enforcement of this Act, the Building Code and this By-law.
- 1.5. "Chief Building Official" means the Chief Building Official appointed under Section 3 of the Act and having jurisdiction for the enforcement of the Act, the Building Code and this By-law. A Chief Building Official is deemed to also be a Building Inspector in accordance with the Act.
- 1.6. "Officer" means a By-law Enforcement Officer, Building Inspector, Chief Building Official or other person appointed by by-law to enforce provisions of this by-law.
- 1.7. "Property owner" includes, in respect of the property subject to the re-inspection, the registered owner, a lessee and a mortgagee in possession.
- 1.8. "Township" means The Corporation of the Township of Central Frontenac.
- 1.9. "Sewage System" means,
 - 1.9.1. Class 1 sewage system including a chemical toilet, an incinerating toilet, a recirculating toilet, a self-contained portable toilet and all forms of privy, including a portable privy, an earth pit privy, a pail privy, a privy vault and a composting toilet system,
 - 1.9.2. Class 2 sewage system also called a greywater system, 1.9.3. Class 3 sewage system also called a cesspool,
 - 1.9.4. Class 4 sewage system also called a leaching bed system or septic system, or
 - 1.9.5. Class 5 sewage system which is a system that requires or uses a holding tank for the retention of hauled sewage at the site where it is produced before its collection by a hauled sewage system,
 - 1.9.6 where these,
 - have a design capacity of 10,000 litres per day or less,
 - have, in total, a design capacity of 10,000 litres per day or less, where more than one of these are located on a lot or parcel of land, and;
 - are located wholly within the boundaries of the lot or parcel of land on which is located near the building or buildings they serve.

1.10. Any word or terms not defined in this By-law shall have the meaning as ascribed in the Act or Building Code. Terms not defined in the Act or Building Code shall have the same meaning as described in a standard Canadian dictionary.

1.11. Whenever any reference is made in this By-law to a statute of the Legislature of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute and all successor legislation to such statute.

2. ADMINISTRATION OF THE PROGRAM

2.1. A letter will be sent out to the ratepayers of the Township of Central Frontenac that will inform them of:

- 2.1.1. The importance of the program;
- 2.1.2. The scope of work that will be completed;
- 2.1.3. Follow up options for those sewage systems that exhibit deficiencies;
- 2.1.4. Any other information deemed appropriate by the Township and/or Rideau Valley

3. INSPECTOR

3.1. The Township will retain the Rideau Valley Conservation Authority through its Mississippi-Rideau Septic System Office to implement the Mandatory Septic Re-inspection Program and qualified employees of the Mississippi-Rideau Septic System Office shall be appointed by the Township of Central Frontenac as Building Inspectors (Sewage Systems) in accordance with Section 3 of the Act and such inspectors shall have jurisdiction for the enforcement of the Act, the Building Code and this By-law.

4. PROPERTIES TO BE INSPECTED

- 4.1. Certain geographical areas within the Township will be inspected by year in accordance with Schedule "A" of this By-law.
- 4.2. All sewage systems in the Township of Central Frontenac are subject to the Mandatory Septic Re-inspection Program.
- 4.3. A letter will be sent by Rideau Valley Conservation Authority to the property owner in the targeted area scheduling the inspection date. The property owner can contact Rideau Valley Conservation Authority and re-schedule if necessary
- 4.4. It is preferable that the property owner or designate be present during the inspection, however it is not necessary. The inspector, as authorized under the Building Code may enter on the property to complete the inspection. If during an inspection an issue is identified and the inspector deems it necessary to enter into any building on the property to complete the inspection, and there is no one attending the property, the inspector will arrange for a follow-up inspection when the property owner can be present.

5. PROPERTY SELECTION

- 5.1. Participants in the program are chosen based on the following criteria:
 - a) Properties that either have a septic permit that is 30 years old or greater or does not have permit information, has not been re-inspected in the past, and is not undeveloped.
 - b) Properties that have a septic permit that is between 10 and 30 years and has not been inspected in the past.
 - c) Properties that are due for re-inspection after ten (10) years.

A septic system with registered complaints against it will have already been dealt with outside of the re-inspection program.

INSPECTION SCHEDULE

The program will conduct inspections from May to September, however inspections may be conducted between April and November each year, with weather permitting.

The program will strive to complete 300 inspections per year, with a 10 year re-inspection timeframe. The focus will be to complete inspections on the five sensitive lakes within the first phase identified in Schedule "A" of the program. This figure does not take into account the number of properties that will undergo inspections unrelated to this program but does include enforcement and follow-up.

6. CERTIFICATE AS ALTERNATE TO MAINTENANCE INSPECTION BY THE TOWNSHIP

6.1. The Township may accept third party certification as an alternative to conducting an inspection provided the requesting owner notifies the Township or its designate in advance and in writing that they have retained a third party for this purpose within specified times;

6.2. A third party certification may be accepted provided such certification is presented on the prescribed forms attached as Appendix "A" to this Schedule "B" and in accordance with the Act and Division C, Part 1, Section 1.10.1.3 of the Ontario Building Code; and,

6.3. Any individual undertaking third party certification shall be qualified for such assessment and shall not have any conflicts of interest as identified under the Act or Ontario Building Code.

7. INSPECTION FEE

7.1. An inspection fee of \$ 100.00 will be invoiced to each property owner after completion of their inspection. If this fee is not paid within 30 days of the date of invoice, it will be added to their tax bill and collected in the same manner as taxes.

8. PROCEDURES FOR A RE-INSPECTION

8.1. The inspector will review and determine the sewage systems in the proposed zone stated for inspections.

8.2. A letter will be sent to the property owner advising who to contact to book an inspection.

8.3. If there are no sewage system records in the property files, the inspector will require the property owner to provide a diagram or sewage system records to the inspector prior to performing the inspection. A letter will be sent to the owner to notify them that these documents are required.

8.4. The property owner is required to provide access to the septic tank lid(s) (i.e. uncovering/unearthing prior to the inspection).

8.5. As per Part 8 of the Ontario Building Code the following classes of sewage systems will be part of the Mandatory Septic Re-inspection Program:

- 8.5.1. Class 1- Privy
- 8.5.2. Class 2- Greywater
- 8.5.3. Class 3- Cesspool
- 8.5.4. Class 4- Septic System
- 8.5.5. Class 5- Holding Tank

8.6. The inspector will complete the following steps as part of the inspection process depending on the Class of system:

1. Review of the property's sewage system records;
2. Identify the location of the system on the property — this may require additional information from the owner;
3. Conduct a surface inspection of bed, tank, greywater pit and/or cesspool;
4. Examine the inside of the tank (estimate age of tank, size of tank, condition of tank, if there's a divider, if there are risers and filters in it etc.);
5. The inspector may require a copy of a contract with a hauled sewage system operator;
6. The inspector may examine site for any evidence of illegal discharge;
7. Estimate tank volume;
8. Estimate sludge depth/volume;
9. Request a copy of a date stamped receipt of tank pump out, if required.
10. The inspector may examine the sewage system with appropriate equipment to find any signs of malfunction.
11. The list above is not exhaustive and should other equipment be required the inspector will make provision to obtain the equipment necessary to complete the required tasks to assess the sewage system.

9. INSPECTION REPORTS

- 9.1. An inspection report will be completed by the inspector on site during the re-inspection.
- 9.2. This report will be provided to the property owner. The inspector will retain a copy for Township records.
- 9.3. The inspection report will inform the property owner that their system is either in need of remedial action or that there is no indication of an unsafe system.
- 9.4. If the system is in need of remedial action, the inspection report will indicate the deficiencies identified.
- 9.5. It will inform the property owner as to who they should contact for further information regarding their intentions to remedy the deficiencies.
- 9.6. The property owner will also be informed that if they do not respond within a specified time frame, they may be issued an Order to Comply.

10. CERTIFICATE TO OWNER

- 10.1. A certificate that is an approved document by the Ministry of Municipal Affairs and Housing will only be provided to property owners whose system is not deemed to require remedial action.
- 10.2. Once any remedial action is completed to the satisfaction of the Township and the system is re-inspected and has passed, a certificate will be provided to the property owner.

11. ENFORCEMENT

- 11.0 The authority to deliver and enforce this program resides with the *Building Code Act, 1992*.
- 11.1 Every property owner who fails to comply with the requirements of the Mandatory Septic Re-Inspection Program, is guilty of an offence.

12. FINANCIAL ASSISTANCE

- 12.1 Repairs and replacement of systems under this program are the responsibility of the property owner.
- 12.2 Funding may be available from organizations such as:
 - Frontenac County or City of Kingston
 - Canadian Mortgage and Housing Corporation
 - Rideau Valley Clean Water Program
- 12.3 As a last resort, funding assistance may be available through the Township for qualified low income property owners.

APPENDIX "A"
OF
SCHEDULE "B"

APPENDIX "A"
OF
SCHEDULE "B"

Certificate

Person Signing Certificate:

(Name, Address, Business telephone number, Building Code Identification Number, if applicable)

Certificate

Mandatory Sewage Re-Inspection Program

(pursuant to Article 1.10.2.5 of Division C of the Building Code)

Certificate Number:

Date Certificate Issued:

Address of Property on which Sewage System is Located: (hereinafter called the "Property")

Owner of Property on which Sewage System is Located:

Certificate issued to (name and address of Principal Authority):

Certification

I certify that:

- (a) I am a person described in Sentence 1.10.13. (3) of Division C of the Building Code.
- (b) I have conducted an inspection of the sewage system located at the Property
- (c) I am satisfied on reasonable grounds that the sewage system located on the Property is in compliance with the requirements of Section 8.9 of Division B of the *Building Code*.

Certificate issued by:

Name: _____

Complete as applicable:

- BCIN _____
- I am the holder of a licence, a certificate of practice or a temporary licence under the *Architects Act*.
- I am a person who holds a licence or a temporary licence under the *Professional Engineers Act*.

Signature: _____

Date: _____

This certificate is approved by the Minister of Municipal Affairs and Housing under the *Building Code Act 1992*. (Personal information contained in this form and schedules is collected under the authority of clause 34(2.2) (d) of the *Building Code Act 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) Chief Building Official of the municipality to which this application is being made, or b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made or c) Director, Building and Development Branch or Municipal Affairs and Housing 777 Bay St., 2nd Floor, Toronto, M5G 2E5 (416) 585-6565.

APPENDIX "B"
OF
SCHEDULE "B"



Existing Onsite Wastewater
System Inspection Report

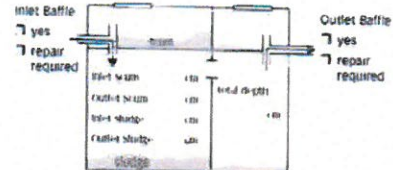
Location	Date	Time
Assessment Roll #	Permit #	Age of System
Property Owner	Insp #	Lake
Mailing Address	<input type="checkbox"/> Cottage <input type="checkbox"/> House <input type="checkbox"/> Farm <input type="checkbox"/> Business	
City	Postal Code	Questionnaire Returned <input type="checkbox"/> yes <input type="checkbox"/> no
System ID	Owner Present <input type="checkbox"/> yes <input type="checkbox"/> no	

Estimated Design Flow	Floor Area	# of Bedrooms	Est. Design Flow	L/day
-----------------------	------------	---------------	------------------	-------

Water Source Dug Well Drilled Well Lake Imported Unknown
 Pipe from Wastewater Source no concern exposed repair required

System Class Class 1 (Privy/Composting Toilet) Class 2 (GW Pit) Class 3 Class 4 Class 5

Class 1		<input type="checkbox"/> Concrete <input type="checkbox"/> Metal <input type="checkbox"/> Plastic <input type="checkbox"/> Fiberglass Tank size L m x W m x D M = approx M (L) Pump Chamber <input type="checkbox"/> yes <input type="checkbox"/> no Tank lid opened High Level Alarm <input type="checkbox"/> yes <input type="checkbox"/> no Inlet <input type="checkbox"/> yes <input type="checkbox"/> no Effluent Filter <input type="checkbox"/> yes <input type="checkbox"/> recommended Outlet <input type="checkbox"/> yes <input type="checkbox"/> no Composting Toilet <input type="checkbox"/> yes <input type="checkbox"/> no Overflow <input type="checkbox"/> yes <input type="checkbox"/> no Structure <input type="checkbox"/> good <input type="checkbox"/> repair required Venting <input type="checkbox"/> good <input type="checkbox"/> repair required Drainage <input type="checkbox"/> good <input type="checkbox"/> repair required	
Class 2		Permit Available <input type="checkbox"/> yes <input type="checkbox"/> no Greywater to surface <input type="checkbox"/> yes <input type="checkbox"/> no Approximate size Approximate depth of soil Construction Inlet Baffle <input type="checkbox"/> yes <input type="checkbox"/> repair required Outlet Baffle <input type="checkbox"/> yes <input type="checkbox"/> repair required	
Class 5		Pumping agreement <input type="checkbox"/> yes <input type="checkbox"/> required High Level Alarm <input type="checkbox"/> yes <input type="checkbox"/> required	



Treatment Unit Manufacturer Model Maintenance Agreement yes no

Distribution System	Clearance Distances
<input type="checkbox"/> Trench <input type="checkbox"/> Filter Media	Tank to water m
<input type="checkbox"/> Area Bed <input type="checkbox"/> Unknown	Tank to well m
Side slopes stable <input type="checkbox"/> yes <input type="checkbox"/> no	Tank to house m
Erosion concerns <input type="checkbox"/> yes <input type="checkbox"/> no	Privy to water m
Soft spongy ground <input type="checkbox"/> yes <input type="checkbox"/> no	Privy to line m
Effluent at surface <input type="checkbox"/> yes <input type="checkbox"/> no	Privy to well m
Amount of cover cm	to m to m
	Pipe to water m
	Pipe to well m
	Pipe to house m
	Pipe to line m
	GW to water m
	GW to line m
	GW to well m

GPS — No Signal
 Tank N E Privy N E
 Bed N E GW N E
 Well N E

System Status	Remedial Work Required	Re-inspection Required by
<input type="checkbox"/> NO CONCERNS	<input type="checkbox"/> PUMP OUT REQUIRED	<input type="checkbox"/> SITE VISIT #2
<input type="checkbox"/> REMEDIAL WORK REQUIRED	<input type="checkbox"/> MONITOR CORROSION IN TANK	<input type="checkbox"/> SITE VISIT #3
<input type="checkbox"/> SYSTEM REPLACEMENT REQUIRED	<input type="checkbox"/> RE-INSPECTION REQUIRED	<input type="checkbox"/> ORDER TO COMPLY
<input type="checkbox"/> MORE INFORMATION REQUIRED		<input type="checkbox"/> WORK COMPLETED

Comments

APPENDIX "B"
OF
SCHEDULE "B"



Certificate of Completion

For the use and operation of an on-site sewage disposal system in accordance with the Sewage System Permit.
This certifies that the on-site sewage system conforms to the Uniform Building Code, Ontario Reg. 150/04 as amended by Ontario Regulation 17/07.

Sewage System Permit Number	Issued to

Legal Description: _____
 Manual Access: _____
 Remarks: _____

Details Pertaining to System

new installation replacement alterations/repair

a) Type of System: Class sewage system trench filter media SBT area bed other

b) New Existing septic/holding/pre-treatment tank with a working capacity of _____ litres constructed of
 concrete fiberglass plastic

c) Trench Filter Media Leaching bed of total _____ metres of (mm) diameter pipe, or
 laid in _____ runs at _____ metres and fed by gravity pipe siphon _____ chambers

d) Shallow Buried Trench? metres of millimetre diameter distribution pipe laid in _____ runs at _____ metres

e) Area Bed: Stone m' Sand m' Pipe metres fed by gravity pump

f) Effluent Filter Manufacturer _____ Model _____

g) Sewage Treatment Unit(s) Manufacturer _____ Model _____

h) Maintenance Contract _____ Expiry Date _____

i) Other _____

contract must be reviewed with service provider

Certificate Issued By: _____
 Director of Regulations Mississippi Rideau Septic System Office Date Issued: _____