



# WHAT'S GOING DOWN YOUR DRAIN?



The Regional Municipality of York  
**SEWER USE BYLAW**



The Regional Municipality of York is implementing a **mandatory** discharger information report for industrial, commercial and institutional (ICI) wastewater dischargers to provide bylaw enforcement officers with a better understanding and assist in monitoring of ICI facilities within York Region.

**The Sewer Use Bylaw requires businesses to complete a Discharger Information Report outlining information on:**

- 1. General company information**
- 2. Function of your company**
- 3. Disposal of waste materials**

**This report must be completed and submitted within thirty (30) days of receipt.**

You can complete the form online at [www.york.ca](http://www.york.ca) or by filling out the attached discharger information report and mailing it to:

Program Manager, Monitoring and Enforcement  
Environmental Promotion and Protection Branch  
Environmental Services Department  
The Regional Municipality of York  
17250 Yonge Street  
Newmarket, ON L3Y 6Z1

This brochure is intended to provide a general overview only. Please refer to the Sewer Use Bylaw for the specific requirements and responsibilities. The Sewer Use Bylaw is available online at [www.york.ca](http://www.york.ca)

Should you have any questions or require assistance completing this information report, please call 905 830-4444, ext. 3000 or fax at 905 830-6927 or by email at [sewerusebylaw@york.ca](mailto:sewerusebylaw@york.ca)

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## **Who is affected by the Sewer Use Bylaw?**

The Sewer Use Bylaw applies to all businesses discharging directly or indirectly to sanitary sewers and/or storm sewers in York Region. The Sewer Use Bylaw focuses mainly on industrial, commercial and institutional facilities (ICI), although limits and restrictions also apply to residential dischargers.



## Your Business and the Sewer Use Bylaw

York Region's Sewer Use Bylaw regulates, prohibits and monitors discharges into the sanitary and storm sewer collection systems. It outlines specific limits for discharges of pollutants to the sewer system and controls the concentration of various parameters such as heavy metals, toxic waste and nutrients that are being put into our York Regional sewers.

Your business is required to submit a discharger information report to provide the Region with a greater understanding and monitoring of your facility. This report is mandatory and provides the Region with an overview of your manufacturing process or service activities. This report must be completed by all industrial, commercial and institutional (ICI) dischargers as stated in the bylaw.

Under this bylaw, enforcement officers monitor and obtain samples from ICI facilities throughout York Region. In certain situations, a business may be permitted to enter into a **surcharge agreement** with York Region to allow a discharge to the sanitary sewer which would otherwise be prohibited by the bylaw. A **surcharge agreement** sets out conditions for payment to cover additional costs incurred by York Region for the operation, maintenance and repair of the sewage works as well as any other terms and conditions a business may be required to follow.

If your sewer discharge is found to be non-compliant with the bylaw, a **compliance program** may be required to assist your business to take the necessary steps to bring materials discharged into compliance with the bylaw or related permit.

A **pollution prevention plan** may also be required based on compliance results. This plan identifies specific pollution prevention methods to be implemented within the operation over a specific period of time.

## Why we need a Sewer Use Bylaw

- To protect the public, municipal workers and property from hazardous conditions
- To protect our sewers from corrosion, obstruction and other damage
- To protect the wastewater treatment process from upset or breakdown
- To protect the environment from contaminants that our sewage treatment systems cannot remove
- To protect wastewater biosolids quality
- To assist optimum wastewater efficiency
- To assist The Regional Municipality of York in maintaining compliance with the operating conditions established by the Province of Ontario



THE REGIONAL MUNICIPALITY OF YORK  
DISCHARGER INFORMATION REPORT

**SECTION 1: General Information**

Name of company \_\_\_\_\_

Location/mailling address - plant \_\_\_\_\_

\_\_\_\_\_

Phone number \_\_\_\_\_

Location/mailling address - main office \_\_\_\_\_

\_\_\_\_\_

Phone number \_\_\_\_\_

Company officer submitting report

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone number \_\_\_\_\_

Date of discharger information report completion \_\_\_\_\_



### SECTION 3: Waste Characteristics and Disposal

Consumption of water per day (please provide your water consumption data for the past year)

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Please list the types and volumes of chemicals used in your manufacturing processes and/or stored on site (ex. Hydrochloric Acid = 100 kg)

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Please list the types of chemicals, cooling water or other waste materials discharged to the sanitary sewer

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Is your wastewater subjected to any type of treatment before discharge into the sewer system?

Yes  No

Please describe the treatment

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If your company has analyzed its wastewater at any time, please provide us with copies of analyses and the name of the laboratory \_\_\_\_\_

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Does your company have any agreement with York Region regarding wastewater discharges to sewer system?

Yes  No

If yes, please explain \_\_\_\_\_

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Please describe locations of sanitary sewer outlets from your plant. Also, is there a manhole available at each location for inspection and sampling purposes \_\_\_\_\_

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Does your company have sampling of flow measurement equipment available?

Yes  No

If yes, please list the type and make \_\_\_\_\_

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Does your company use, handle, or store any compounds on site that contain any amount of mercury?

Yes  No

## Did You Know?

- The discharge of stormwater to a sanitary sewer is prohibited except in emergency situations where York Region has provided either verbal or written approval prior to the discharge.
- A discharger shall complete and submit a discharger information report to York Region within 30 days of written notification.
- A discharger shall install and maintain, in good repair, a maintenance access hole for the purpose of observation, sampling and measurement of the flow of discharges.
- In the event of a spill to a sanitary system, the discharger shall immediately notify York Region. A detailed report must be provided within five days of the spill, detailing the pertinent information and actions taken to prevent a recurrence.

## Enforcement of the Sewer Use Bylaw

The Sewer Use Bylaw is enforced by The Regional Municipality of York Environmental Services Department.

Enforcement officers are authorized to enter, inspect, monitor and obtain samples from ICI facilities within York Region under the bylaw. Staff are also responsible for investigating complaints regarding sewer discharges from both ICI facilities and the public.

The following maximum fines could apply if convicted of an offence under the bylaw:

### **Personal:**

First time offence: up to \$25,000

Subsequent offence: up to \$50,000

### **Corporation:**

First time offence: up to \$50,000

Subsequent offence: up to \$100,000



### **Environmental Services Department**

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[www.york.ca](http://www.york.ca)



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