

1.0 Purpose

The Hauled Wastewater Site Code of Practice will ensure all generators of wastewater and the permitted hauling businesses understand the rules of application, entry and discharge at the Hauled Wastewater Site. This code of practice also outlines the penalties for not following any of the applicable rules and regulations regarding the Site.

2.0 Scope

The Hauled Wastewater Site Code of Practice applies to all generators, permitted hauling companies and their employees.

3.0 Definitions

Domestic source: A product, including wastewater, generated from premises as a result of human living processes, including cooking, cleaning, washing, drinking or other domestic activities.

Hauled Wastewater: Wastewater, septage, or FOG that is transported by a vehicle to a designated location for disposal to the public sewage works.

Hauled Wastewater Site: The City's hauled wastewater disposal location as identified by Wastewater and Storm Water Bylaw, 2016, No. 2016-24 or such locations as designated by the City Manager from time to time.

Industrial, Commercial and Institutional (ICI): Industrial, commercial, institutional premises but does not include a food service establishment.

Septage: Wastewater removed from a cesspool, septic tank system, privy vault or privy pit, chemical toilet, portable toilet, or other wastewater holding structure.

Spill: has occurred when a substance that is prohibited, or has the potential to harm the environment and/or City of Regina infrastructure has unintentionally been released.

Examples of substances that constitute a spill:

- Hydraulic fluid
- Gasoline
- Prohibited substances
- Any flammable or dangerous goods

Wastewater: The composite of water and water-carried substances released from premises or other sources.

4.0 Policy

I. Application

- a. All wastewater haulers must have a valid Hauled Wastewater Site (HWS) Use Permit to use the site.
- b. All ICI businesses must provide analysis to HWS@regina.ca on the wastewater from a laboratory accredited by the Canadian Association for Laboratory Accreditation (CALA), which must then be approved by Environmental Services prior to discharge.
- c. All permitted hauled wastewater vehicles must provide proof that all ICI loads have been approved by Environmental Services before unloading.
- d. All hauled wastewater is subject to inspection, sampling and/or analysis.
- e. Nothing in this code of practice exempts a person from complying with all other applicable municipal, provincial or federal legislation or standards.

II. Entry

- a. Each truck must use the appropriate RFID Tag on the automated entry system to enter the HWS. Entry without a valid RFID tag will not be permitted.

III. Discharge Requirements

- a. No person may release or discharge hauled wastewater at the HWS unless the discharge is done in accordance with this Code of Practice and the Wastewater and Storm Water Bylaw, 2016, No. 2016-24.
- b. All loads that exceed restricted values as listed in Schedule B must have pre-approval prior to discharge. Release of substances listed in Schedule A will not be allowed.
- c. If an alarm signals while discharging, the hauler/driver must immediately stop the discharge and contact Environmental Services. Please refer to the onsite instructions.
- d. All hauled wastewater must be accompanied by a manifest which is to be completed and deposited in the drop box at the HWS.
- e. A separate manifest must be completed for each load of hauled wastewater.
- f. All wastewater shall be deposited at the HWS using a hose, provided by the wastewater hauler and placed into the discharge portal.
- g. It is the haulers duty to ensure they are using the correct RFID tag.
- h. If the wrong RFID Tag is used while discharging wastewater and a higher charge results, the City of Regina will not refund any charges.

IV. Site Rules

- a. All spills must be cleaned up.
 - i. Clean up wastewater spills with onsite tools by pushing the wastewater into the grated area.
 - ii. If a spill that is potentially harmful to City Infrastructure or human health occurs, refer to the HWS Spill Response Plan.

- b. Smoking is not permitted at the Site.
 - c. Appropriate personal protective equipment must be worn at all times.
 - d. All signage must be followed.
 - e. All valves and hatches must be tightly sealed when entering and exiting the Site. Vehicles must not drip or leak wastewater.
- V. Penalties
- a. Notwithstanding Part VII: Enforcement of the City of Regina's *Wastewater and Storm Water Bylaw, 2016, No. 2016-24*, failure to comply with the Terms and Conditions of the HWS Use Permit, this document or other applicable legislation and standards could result in suspension or expulsion from the Hauled Wastewater Site.
 - b. Each infraction will be dealt with on a case-by-case basis. Past performance and a willingness to correct the issue and work with the City of Regina will be considered when penalties are levied.

5.0 Roles & Responsibilities

It is the responsibility of Environmental Services to ensure that the Hauled Wastewater Site Code of Practice is followed, including questions regarding enforcement, compliance, clarification or disputes.

6.0 Reference Material

- Hauled Wastewater Site Use Permit
- HWS Spill Response Procedure
- *Wastewater and Storm Water Bylaw, 2016, No. 2016-24*