

Council Policy No.:	CP2024-XXX
Council Policy Name:	Extra Strength Surcharge Policy
Date Approved by Council:	dd/mm/yyyy
Date revision approved by Council:	dd/mm/yyyy
Related SOP, Management Directive, Council Policy, Forms	Extra Strength Surcharge Management Directive MD2024-XXX

## Policy Statement and Rationale:

The Corporation of the City of Kawartha Lakes has created an Extra Strength Surcharge Program for the purposes of offsetting increased operational and maintenance costs associated with discharges into the Municipal Sewer Works containing certain substances which exceed limits set by By-law 2016-006 “A By-Law to Establish The Management and Use of the Sewer Works in The City of Kawartha Lakes” (herein, “the By-law”). The overarching goal emphasizes the accountability of particular Dischargers to aid in mitigating additional costs of treatment to the City, as well as the continued objective of efficient and effective treatment before discharge into a watershed, fostering ecological integrity.

## Scope:

This Policy encapsulates any and all properties which have been predetermined to have the potential to discharge waste into the Municipal Sewage Works that exceed the limits set by the By-law.

## Definitions:

**“City”, “City of Kawartha Lakes” or “Kawartha Lakes”** means The Corporation of the City of Kawartha Lakes, including its entire geographic area, and includes its Officers, Directors, employees and agents;

**“Company”** means the legal entity who carries on an activity at a premise(s) that produces a sewage discharge in which the quantity of one or more parameter exceeds the limits set out in the By-Law;

**“Discharger”** means an individual, association, partnership, corporation, municipality, or an agent or employee thereof, who is depositing sewage into the Sewer Works System;

**“Extra Strength Surcharge Program” or “ESS Program”** means the program the City has established to identify and analyze the sewage streams in question and calculate the applicable surcharges;

**“Non-compliant”** includes sewage discharge which contains substances that exceed the parameter limits set out by By-law 2016-006.

**“Property”** includes but is not limited to both public and private lands, a house, building, structure, lot or any part of a house, building, structure or lot within the City, and is adjacent to water and/or sewage works and may be entitled to a service connection;

**“Sewage” (or “wastewater”)** means any one of or a combination of domestic sanitary sewage and/or water borne waste, and/or non-domestic sanitary sewage and/or water borne waste, discharged from residences, businesses, recreational facilities, institutions or industry including the unintentional and/or unauthorized inflow or infiltration of storm water or drainage water;

**“Sewer Works”** means any works from buildings, structures, equipment, appurtenances, devices, conduits, underground pipelines, municipal sewer laterals, outlets, and related installations and other works of the City, designed for the collection and transmission of sewage, and includes lands over which an easement or consent has been granted or lands appropriated for such purposes and use. Includes both sanitary sewers and drainage works (storm sewers);

## **Policy:**

### **1. General Principles**

- 1.1** Properties will be assessed and have their Sewage analyzed to determine non-compliance. The assessment will revolve around background information of the uses at the property in question and how it may hold the potential to produce exceedances in their Sewage effluent. Companies and/or Dischargers who enter into an Extra Strength Surcharge agreement are provided authorization to exceed the established limits as detailed within the By-law.

- 1.2 The City shall be entitled to conduct sampling as it sees fit for the purposes of the ESS Program and compliance with the By-law. This includes the right to take samples, inspect equipment and carry on any other investigations that the City may deem necessary. A minimum of four (4) samples of the Sewage will be taken with timing determined by the City.
- 1.3 The City will calculate a surcharge fee payable by the Company and/or Discharger, based on the parameter with the highest exceedance compared to the By-law discharge limits, the volume of Sewage entering the Sewer Works (using metered water data) and the current rate for sewage treatment. The sewage treatment rate is calculated based on previous year's actual annual operating and maintenance costs for the respective City wastewater treatment facility for which the property is connected to and will be calculated and adjusted in April of each calendar year.
- 1.4 The City reserves the right to enforce applicable surcharges and rate adjustments at its sole and absolute discretion, per By-Law 2016-006 "*A By-Law to Establish The Management And Use Of The Sewer Works In The City Of Kawartha Lakes.*"

## **2. The Water and Wastewater Division's Responsibilities**

- 2.1.1 Administration and enforcement of the City's Extra Strength Surcharge Program as per this policy and affiliated documents such as By-law 2016-006 and the associated Extra Strength Surcharge Management Directive.
- 2.1.2 Reviewing/Investigating properties that are suspected to discharge non-complaint effluent, and maintaining records of review/investigation.
- 2.1.3 Provide resources required to conduct necessary sampling and obtain analyses from an accredited laboratory.
- 2.1.4 Marketing of the Extra Strength Surcharge Program and promoting awareness by educating owners about the risks, hazards and costs associated with discharging Sewage that exceeds By-law parameter limits.

**2.1.5 Revision History:**

Proposed Date of Review:

<b>Revision</b>	<b>Date</b>	<b>Description of Changes</b>	<b>Requested By</b>
0.0	[Date]	Initial Release	