



Sustainable Development

Environmental Stewardship Division
Environmental Approvals Branch
1007 Century Street, Winnipeg, Manitoba R3H 0W4
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CLIENT FILE NO.: 5058.00

October 17, 2019

Sarah Palson
Village of Dunnottar
Box 321
Matlock, MB R0C 2B0
info@dunnottar.ca

Dear Ms. Palson:

Enclosed is **Licence No. 189 HW R**, issued to **Village of Dunnottar** for the operation of a hazardous waste collection, storage and transfer depot (the Facility) located at 868 Whytewold Road (NW 08-17-04 EPM) in the Rural Municipality of St. Andrews, Manitoba in accordance with the application filed pursuant to The Dangerous Goods Handling and Transportation Act dated August 3, 2004 and the amendment proposal dated September 3, 2019.

In addition to the enclosed Licence requirements, please be informed that all other applicable federal, provincial and municipal regulations and by-laws must be complied with. A Notice of Alteration must be filed with the Director for approval prior to any alteration to the Development as licensed.

If you have any questions on this matter, please contact Tyler Kneeshaw, Environment Officer, at 204-239-3608 or Tyler.Kneeshaw@gov.mb.ca.

Pursuant to Section 25 of The Dangerous Goods Handling and Transportation Act, this licensing decision may be appealed by any person who is affected by the issuance of this Licence to the Minister of Sustainable Development within 30 days of the date of the Licence.

Sincerely,

Siobhan Burland Ross, M. Eng., P. Eng.
Director
The Dangerous Goods Handling and Transportation Act

c: Shannon Kohler/Yvonne Hawryliuk/Tyler Kneeshaw: Environmental Compliance and Enforcement
Andrea Bergman: Environmental Approvals
Public Registries

NOTE: Confirmation of receipt of this Licence No. 189 HW R (by the Licencee only) is required by the Director of Environmental Approvals. Please acknowledge receipt by signing in the space below and email a copy of this letter to Andrea.Bergman@gov.mb.ca by November 1, 2019.

THE DANGEROUS GOODS HANDLING and
TRANSPORTATION ACT
LOI SUR LA MANUTENTION ET LE
TRANSPORT DES MARCHANDISES
DANGEREUSES



LICENCE

Licence No./Licence n°: 189 HW R

Issue Date/Date de délivrance: November 22, 2004

Revised: October 17, 2019

In accordance with The Dangerous Goods Handling and Transportation Act
(C.C.S.M. c. D12) /
Conformément à la Loi sur la manutention et le transport des marchandises dangereuses
(C.P.L.M. c. D12)

THIS LICENCE IS ISSUED TO:/CETTE LICENCE EST DONNÉE À:

VILLAGE OF DUNNOTTAR;
"the Licencee"

for the operation of a hazardous waste collection, storage and transfer depot (the Facility) located at 868 Whytewold Road (NW 08-17-04 EPM) in the Rural Municipality of St. Andrews, Manitoba in accordance with the application filed pursuant to The Dangerous Goods Handling and Transportation Act dated August 3, 2004 and the amendment proposal dated September 3, 2019 and subject to the following specifications, limits, terms and conditions:

DEFINITIONS

In this Licence,

"**accredited laboratory**" means an analytical facility accredited by the Standards Council of Canada (SCC), or accredited by another accrediting agency recognized by Manitoba Sustainable Development to be equivalent to the SCC, or be able to demonstrate, upon request, that it has the quality assurance/quality control (QA/QC) procedures in place equivalent to accreditation based on the international standard ISO/IEC 17025, or otherwise approved by the Director;

"**Act**" means The Dangerous Goods Handling and Transportation Act, C.C.S.M.c.D 12;

"**approved**" means approved by the Director or assigned Environment Officer in writing;

"**container**" means a container with a capacity of less than 30 litres that is manufactured for the purpose of holding oil or in which oil is supplied;

"contaminant" means a contaminant as defined in The Dangerous Goods Handling and Transportation Act, or any future amendment thereof;

"days" means calendar days unless otherwise indicated;

"dangerous goods" means any product, substance or organism designated in the regulations, or conforming with the criteria set out in the regulations, or in any regulation adopted in accordance with The Dangerous Goods Handling and Transportation Act, and includes hazardous wastes;

"depot" means the used oil products and material depot used to store hazardous wastes;

"Director" means an employee so designated pursuant to The Dangerous Goods Handling and Transportation Act;

"drum" means a container having a capacity of 205 litres;

"Environment Officer" means an employee so designated pursuant to The Dangerous Goods Handling and Transportation Act;

"hazardous waste" means a product, substance or organism as defined in The Dangerous Goods Handling and Transportation Act, or any future amendment thereof;

"licensed carrier" means a person who has a valid licence to transport hazardous waste pursuant to Manitoba Regulation 195/2015 under The Dangerous Goods Handling and Transportation Act, or any future amendment thereof;

"Manitoba Household Hazardous Waste Stewardship Program" means the program proposed by the Product Care Association and approved by the Director which provides consumers in Manitoba with a collection system for specified household hazardous waste materials using the services of qualified recycling collection facilities;

"oil" means any petroleum or synthetic crankcase oil, engine oil, hydraulic fluid, transmission fluid, gear oil, heat transfer fluid, or other fluid capable of use for lubricating purposes in machinery or equipment;

"permanently closed" means that the Facility is not operated for a period of twelve (12) months or more;

"Product Care Manitoba Collection Site Guidelines" means the document "The Product Care Association Manitoba Household Hazardous Waste Collection Site Guidelines" dated 2018, or any future amendment thereof, by the Stewardship Program. This contains practical guidance and best management practices for collection site operators regarding staff handling and storing of program products collected under the Manitoba Household Hazardous Waste Stewardship program;

"registered generator" means a person who is registered as a hazardous waste generator pursuant to Manitoba Regulation 195/2015 under The Dangerous Goods Handling and Transportation Act, or any future amendment thereof;

"Standard Methods for the Examination of Water and Wastewater" means the most recent edition of Standard Methods for the Examination of Water and Wastewater published jointly by the American Public Health Association, the American Water Works Association and the Water Environment Federation;

"Transportation of Dangerous Goods Regulations" means the Transportation of Dangerous Goods Regulations, SOR/2001-286, made under The Transportation of Dangerous Goods Act, 1992 (Canada), or any future amendment thereof;

"transport vehicle" means any of the trucks or trailer units designed to transport dangerous goods or hazardous waste either in bulk or in containers;

"used oil" means petroleum-derived or synthetic lubrication oil that has become unsuitable for its original purpose due to the presence of physical or chemical impurities or the loss of original properties if the oil falls within any of the following categories:

- a) lubrication oils for internal combustion engines such as motor oil, vehicle crankcase oil and engine lubricating oil;
- b) transmission fluids, gearbox and differential oils; and
- c) hydraulic fluids;

"used oil filter" means an oil filter containing used oil that through use, storage, handling, defect, damage or other similar circumstances can no longer be used for its original purpose;

"used oil products and material" means used oil, used oil filters or used oil containers;

"waste automotive battery" means a lead-acid electromotive battery that:

- a) through use, storage, handling, defect, damage, expiry of shelf life or other similar circumstance can no longer be used for its original purpose; or
- b) for any other reason, the owner or person in possession of the battery intends to dispose of it; and

"wastewater" means any liquid containing a contaminant as defined in The Dangerous Goods Handling and Transportation Act associated with or resulting from the Facility which is discharged into the environment.

GENERAL TERMS AND CONDITIONS

This Section of the Licence contains requirements intended to provide guidance to the Licencee in implementing practices to ensure that the environment is maintained in such a manner as to sustain a high quality of life, including social and economic development, recreation and leisure for present and future Manitobans.

1. The Licencee shall at all times maintain a copy of this licence at the Development or at the premises from which the Development's operations are managed.
2. The Licencee shall implement a high standard of equipment maintenance and good housekeeping and operational practices with respect to the Facility, at all times.
3. The Licencee shall designate an employee, within sixty (60) days of the date of issuance of this Licence, as the Licencee's Environmental Coordinator, whose job description will include assisting the Licencee in complying with the limits, terms and conditions in this Licence and assisting Senior Management of the Licencee to manage environmental issues at the Facility. The name of the Environmental Coordinator shall be submitted in writing to the Director within fourteen (14) days of the appointment and any subsequent appointment.

Sampling Methods

4. The Licencee shall, unless otherwise specified in this Licence:
 - a) carry out all preservations and analyses on liquid samples in accordance with the methods prescribed in the most current edition of Standard Methods for the Examination of Water and Wastewater or in accordance with equivalent preservation and analytical methodologies approved by the Director;
 - b) carry out all sampling of, and preservation and analyses on soil, compost or air samples in accordance with methodologies approved by the Director;
 - c) have all analytical determinations undertaken by an accredited laboratory; and
 - d) report the results to the Director, in writing and in an electronic form acceptable to the Director within sixty (60) days of the samples being taken, or within another time frame as specified by the Director.

Remedial Measures

5. The Licencee shall carry out, as deemed necessary by the Director or Environment Officer, any remedial measures or modifications in respect to matters authorized under this Licence.

Fire Reporting

6. The Licencee shall in the event of a fire which continues in excess of thirty (30) minutes or requires fire suppression assistance from personnel outside of the Facility (e.g. fire department) report the fire by calling the Environmental Emergency Report Line (204) 944-4888 (toll free 1-855-944-4888), identifying the type of materials involved and the location of the fire.

Trained Personnel

7. The Licencee shall provide training for all persons who will be assigned duties at the Facility in:
 - a) transportation of dangerous goods;
 - b) regulatory requirements; and
 - c) procedures pertaining to the operation of the Facility including spill response.
8. The records of the training of Clause 7 shall be made available for inspection by an Environment Officer upon request.
9. The trained personnel shall be on site at all times when the Facility is open to receive waste or materials.

Facility Access

10. The Licencee shall lock the Facility in a manner that prevents unauthorized delivery of hazardous waste when the trained personnel are not present at the Facility.

Signage

11. The Licencee shall post legible, weatherproof signs at the entrance to the Facility identifying the area as a hazardous waste collection facility; and the signs shall indicate the hours of operation, a contact number and a warning not to leave hazardous waste at the Facility when the trained personnel are not available to accept delivery.

SPECIFICATIONS, LIMITS, TERMS AND CONDITIONS

Manitoba Household Hazardous Waste Stewardship Program Materials

12. The Licencee shall receive and store household hazardous wastes that are identified as program materials and non-program materials under the Manitoba Household Hazardous Waste Stewardship Program in accordance with the most current version of the Manitoba Product Care Collection Site Guidelines and this Licence.

Non-Program Household Hazardous Waste

13. The household hazardous waste that is deemed to be non-program waste shall be segregated and disposed of at a facility operating under the authority of a Licence issued pursuant to The Dangerous Goods Handling and Transportation Act in Manitoba, or under an approval of similar type in another jurisdiction.

Facility Operations

14. The Licencee shall not receive at the Facility any hazardous waste other than the types of hazardous wastes listed in Schedule A of this Licence.
15. The Licencee shall comply with all the applicable requirements of:
 - a) Manitoba Regulation 188/2001, or any future amendment thereof, respecting the Storage and Handling of Petroleum Products and Allied Products;
 - b) Manitoba Regulation 195/2015, or any future amendments thereof, respecting Hazardous Waste; and
 - c) Manitoba Office of the Fire Commissioner.

Hazardous Waste Storage

16. The Licencee shall store hazardous waste:
 - a) in single pallet rows not more than 2 drum heights or 240 centimetres in height; and
 - b) with a minimum aisle width between rows of 1 metre.
17. The Licencee shall not store hazardous wastes outside the storage structure or depot of the Facility other than for purposes of handling during receiving or shipping operations.
18. The Licencee shall:
 - a) maintain the Facility in a condition capable of retaining any spillage which may occur. Floor drains or catch basins are not permitted in the storage area unless they are connected to an on-site holding tank or sump; and
 - b) manage all liquids collected in holding tanks or sumps in a manner approved by the Director.

Transport of Hazardous Waste

19. The Licencee shall use only licenced carriers to transport hazardous wastes from the Facility.
20. The hazardous waste transported from the Facility shall be accompanied by a hazardous waste movement document or a dangerous goods shipping document, as appropriate.

21. The Licencee shall transport all hazardous wastes received at the Facility within ninety (90) days to a recycling or disposal facility operating under the authority of a Licence issued pursuant to The Dangerous Goods Handling and Transportation Act in Manitoba, or under an approval of similar type in another jurisdiction. The ninety (90) day period will commence on the date the container is filled.

Pesticide Container Depot

22. The depot shall only be used to store containers which were last used to contain pesticide products.
23. The depot shall be located on soil formations, which will prevent percolation of contaminants into groundwater. Where local soils are not adequate to protect groundwater, the Licencee shall construct containment in a manner approved by the Director.
24. The depot shall be managed in order to prevent drainage or run off from the area entering or leaving the container depot.
25. The area within the depot shall be graded to a sump capable of retaining any accumulated precipitation and / or pesticide residues.
26. The depot shall be surrounded by a fence capable of retaining all containers stored within the facility, and separating the storage area from the surrounding land use.
27. A fire break area shall be maintained outside of the perimeter fence to prevent the spread of fire into the depot.
28. Separate areas shall be designated within the depot for the storage of metal and plastic containers.
29. Accumulated containers shall be removed from the depot at least once per year.
30. Any liquid accumulated at the depot in the sump shall be managed in accordance with applicable hazardous waste legislation.

Used Oil and Used Oil Product and Material

31. The Licencee shall ensure that only a storage tank with a capacity of 5000 litres or less is used to collect used oil at the Facility.
32. The Licencee shall only store used oil and used oil products and materials in accordance with the requirements of Manitoba Regulation 195/2015, or any future amendment thereof, respecting storage and handling.

Waste Automotive Batteries

33. The Licencee shall store the waste automotive batteries in an area where the floor or base is resistant to acid.
34. The Licencee shall store the waste automotive batteries on pallets or in tub skids in the following manner:
 - a) if pallets are used, the waste automotive batteries shall be placed on the pallets with a layer of corrugated cardboard or other material which will prevent casing ruptures, placed between successive layers of waste automotive batteries. The full pallet of batteries shall have three layers of batteries and be shrink wrapped with plastic before shipment from the Facility; and
 - b) if tub skids are used, the waste automotive batteries shall be placed in acid resistant, leak-proof tub skids.
35. The Licencee shall conspicuously place in the area used for storage of waste automotive batteries effective neutralizing materials, or materials approved by the Director in writing, for the containment or clean up of spills.
36. The Licencee shall in the event of a spill, dispose of the water used to clean up the spill in accordance with applicable regulations.
37. The Licencee shall not allow the inventory of waste automotive batteries at the Facility to exceed 200 at any one time.

Liquid Emissions

38. The Licencee shall:
 - a) maintain the Facility in a condition capable of retaining any spillage which may occur. Floor drains or catch basins are not permitted in the storage area unless they are connected to an on-site holding tank or sump; and
 - b) direct wastewater collected in the holding tank or sumps to a wastewater treatment facility approved by the Director.

Spills

39. The Licencee shall equip the Facility with spill cleanup equipment and supplies.
40. The Licencee shall in the event of an Environmental Accident as defined in The Dangerous Goods Handling and Transportation Act and Regulations thereunder, take all necessary actions to report the spill by calling the Environmental Emergency Report Line (204) 944-4888 (toll free 1-855-944-4888) in accordance with regulatory requirements, contain the spill, manage the impacted environment and restore the environment to the satisfaction of the Director.

Facility Inspection

41. The Licencee shall inspect, and record inspections at the Facility every day that the Facility is operating; and properly manage any unauthorized materials found at the Facility by securely storing or removing them from the Facility. The records shall include the name of the person who conducted the inspection and the observations made by that person during the inspection.

Emergency Response

42. The Licencee shall prepare, within ninety (90) days of the date of issuance of this Licence, and maintain an emergency response contingency plan in accordance with the Canadian Centre for Occupational Health and Safety "Emergency Response Planning Guide" or other emergency planning guidelines acceptable to the Director.
43. The emergency response contingency plan shall be designed to minimize hazards from fires, explosions or any unplanned release of hazardous waste or contaminants.
44. A copy of the emergency response contingency plan shall be kept on site and emergency response information must be posted in a conspicuous location.
45. The Licencee shall review the emergency response contingency plan on an annual basis, as a minimum, and make revisions as required.

Annual Hazardous Waste Receiver Report

46. The Licencee shall, on or before the 31st day of March of each year, submit to the Director an annual report respecting the hazardous waste received by the Facility pursuant to this Licence during the previous calendar year and the manner in which the waste was treated or disposed as defined in Manitoba Regulation 195/2015 under The Dangerous Goods Handling and Transportation Act. The report shall be made in such format as approved by the Director.

Reporting Format

47. The Licencee shall submit all information required to be provided to the Director or Environment Officer under this Licence, in written and electronic format, in such form (including number of copies) and of such content as may be specified by the Director or Environment Officer, and each submission shall be clearly labelled with the Licence Number and Client File Number associated with this Licence.

Maintain Records

48. The Licencee shall, unless otherwise specified by this Licence, retain all records relating to this Licence during the full life of operation of the Facility, and after closure, for such period of time as may be specified by the Director. Records may be transferred from their original form to other accepted forms for information storage. These records shall be made available to an Environment Officer upon request.

Insurance and Financial Assurance

49. The Licencee shall maintain throughout the term of this Licence:
 - a) in the amount of \$50,000.00 Property Insurance;
 - b) in the amount of \$2,000,000.00 General Comprehensive Liability Insurance; and
 - c) in the amount of \$250,000.00 Environmental Impairment Liability Insurance.
50. During the term of the Licence, the Village of Dunnottar, as Licencee, may self-insure. Such self-insurance shall satisfy Manitoba's requirement for Property Insurance, General Comprehensive Liability Insurance and Environmental Impairment Liability insurance as set out in Clause 49 of this Licence.
51. The Director may, where it is deemed to be in the public interest, require the Licencee to provide financial assurance in the form of a letter of credit, a bond, further insurance, or other form acceptable to the Director in an amount to be determined by the Director. The Director may order forfeiture of this security, either in whole or in part, by giving notice to that effect to the Licencee upon the Director being satisfied that the Facility is in breach of any of the terms of this Licence, or for reimbursement of any costs or expenses incurred by the Province of Manitoba in rectifying environmental damage caused, or contributed to, by the operation of the Facility.

Alterations and Decommissioning

52. The Licencee shall obtain approval, in writing, from the Director for any proposed alteration or expansion to the Facility which is likely to cause a significant environment effect or could affect compliance with any Clause(s) of this Licence, before proceeding with the alteration.
53. The Licencee shall, at the request of the Director, in the event that the Facility is permanently closed, conduct an investigation in accordance with "Environmental Site Assessments in Manitoba", (June 2016), to the satisfaction of the Director, to identify any contamination which may have resulted from the operation of the Facility.
54. The Licencee shall, where the investigation referred to in Clause 53 of this Licence shows that contamination of the environment has occurred, submit a remediation proposal, within sixty (60) days, to the Director and, upon approval of this proposal by the Director, the required remediation shall be carried out by the Licencee.
55. The Operator shall submit to the Director in advance of the closure of the Facility a plan to inspect the closed facility on a regular basis for any hazardous waste or dangerous good placed at the closed facility. The Operator must manage this hazardous waste or dangerous good in a manner approved by the Director.

REVIEW AND REVOCATION

- A. This Licence replaces The Dangerous Goods Handling and Transportation Act Licence 189 HW which is now hereby rescinded.
- B. If, in the opinion of the Director, the Licencee has exceeded or is exceeding or has failed or is failing to meet the specifications, limits, terms, or conditions set out in this Licence, the Director may, temporarily or permanently, revoke this Licence.
- C. If, in the opinion of the Director, new evidence warrants a change in the specifications, limits, terms or conditions of this Licence, the Director may require the filing of a new Application pursuant to The Dangerous Goods Handling and Transportation Act.



Siobhan Burland Ross, M.Eng., P.Eng.
Director
The Dangerous Goods Handling and
Transportation Act

Client File No.: 5058.00

Consignor (Generator) Registration No.: MBG10565

Consignee (Receiver) Registration No.: MBR30024

**Schedule A to
Licence No. 189 R HW, Clause 14**

Hazardous Waste
Aerosols
Batteries, Lead-Acid Automotive
Batteries, Rechargeable
Batteries, Other
Compressed Gas
Corrosives
Flammable Liquids
Flammable Solids
Fluorescent Lighting Tubes and Compact Fluorescent Lights
Organic Peroxides
Oxidizing Substances
Paint Products
Pesticides
Pharmaceutical Products
Toxic Materials
Used Oil
Used Oil Products and Materials