

Section One - Company Information

Business Name

Facility Address

Mailing Address ☐ Same as above

Postal Code

North American Industry Classification

*(if applicable)

Section Two - Company Representative

Name

Position/Title

Phone Number

Email Address

Section Three - Pollutants in Contravention of Public Sewage Works Bylaw 2125

Complete this section using:

- The analytical data provided by the City of Yorkton
- Any self-monitoring data you may have

Pollutant	Exceeds Bylaw Limit
Biochemical Oxygen Demand (BOD5)	<input type="checkbox"/>
Total Suspended Solids (TSS)	<input type="checkbox"/>
Other (Appendix B)	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Section Four - Pollutant Evaluation

Where are the exceedance pollutants discharged?

- ☐ Sanitary Sewer
☐ Land Drainage
☐ Other

Identify the generation source of these pollutants. (How and where they are generated)

Estimate the percentage of wastewater volumes containing these exceedance pollutants on an annual basis (e.g. 50%)

Section Five - Current Treatment System

Is any of your wastewater treated prior to discharge to the public sewage network?

- ☐ Yes
☒ No

If yes, describe the current devices or processes used in your pre-treatment system. Explain how and why it works to reduce each pollutant.

Please send the form to Enviro@yorkton.ca to complete your submission.

Section Six - Process Overview

Insert or attach a process flow diagram of all processes at this facility. Uniquely label each step and include wastewater discharge points for future reference in the plan.

A flow diagram must be attached upon submittal of this document.

Section Seven - Pollution Prevention

Describe the pollution prevention measure for the identified exceedance pollutants in detail. How will you avoid, reduce, or eliminate the discharge of these pollutants.

Outline the specific steps required to implement this prevention measure with estimated completion dates.

Step	Completion Date	Milestone Completion Steps
1		
2		
3		
4		
5		

Explain the reasoning behind the implementation timeframe proposed

Section Eight - Pollution Prevention Summary & Authorized Statement

Complete the table below for each pollutant prevention measure being implemented.

Pollutant	Prevention Measure	Start Date	Bylaw 2125 Compliance Date
BOD5			
TSS			
Other			

☐ I declare that I am an authorized representative of the company.

☐ I declare that the information given in this Pollution Prevention Plan is accurate, including the summary above.

☐ I have attached the process overview flow diagram requested in Part Six of this plan.

☐ I shall notify the City of Yorkton of any modifications to this plan by submitting a Pollution Prevention Change Order Form within 30 days of the change's effective date, acknowledging that the city will accept no more than two such modification requests.

☐ I understand that the City of Yorkton reserves the right to impose surcharges and/or penalties as stipulated in the Public Sewage Works Bylaw 2125 if any false or misleading information is provided in this plan.

☐ I understand that upon receipt of written approval of this plan by the Yorkton City Council or it's authorized designates, the City of Yorkton will grant Conditional Forgiveness for all surcharges and penalties incurred under the Public Sewage Works Bylaw 2125, both prior to and following the acceptance of this plan, up to the compliance dates specified in this plan. The term "Conditional Forgiveness" is defined in Appendix A of this document.

☐ I understand that once signed, submitted, approved, and countersigned, this document forms a legally binding agreement between the parties. As such, the City of Yorkton reserves the right to rescind any Conditional Forgiveness previously granted for surcharges and penalties incurred under the Public Sewage Works Bylaw 2125, both prior to and following the acceptance of this plan. This revocation of forgiveness shall occur if compliance is not demonstrated by the compliance dates specified in this plan, unless a Pollution Prevention Change Order Form is submitted and receives written approval from the City of Yorkton. The term "Forgiveness Revocation" is defined in Appendix A of this document.

Signature

Title

Date/Time

Please send the form to Enviro@yorkton.ca to complete your submission.

Any personal information collected is done so pursuant to the Local Authority Freedom of Information and Protection of Privacy Act (LAFOIPP). This information will be used for the administration and management of the Department of Environmental Services within the City of Yorkton and will not be used or disclosed for any other purposes, except as authorized by law.

Appendix A: Definitions

<u>"Biochemical Oxygen Demand"</u>	(Abbreviated to B.O.D.) means the quantity of oxygen expressed in parts per million by weight, utilized in the biochemical oxidation of organic matter under standard laboratory conditions for five days at a temperature of 20 degrees Celsius. The laboratory determinations shall be made in accordance with Procedures set forth in "Standard Methods". As defined in Public sewage Work Bylaw 2125
<u>"Public Sewage Works Bylaw 2125"</u>	Meaning Public Sewage Works Bylaw 2125 and any subsequent bylaws that amend, replace or supercede it.
<u>"Compliance Dates"</u>	The dates listed under the 'Bylaw 2125 Compliance Date' column in the table found in Section Eight of the Pollution Prevention Plan.
<u>"Conditional Forgiveness"</u>	The temporary waiver of surcharges and/or penalties upon the approval of a Pollution Prevention Plan by the City of Yorkton. During this period, surcharges and/or penalties will accumulate without immediate collection efforts, and accrual totals will be routinely communicated to the Company Representative. This waiver shall become permanent upon demonstrated compliance on or before the compliance dates set forth in the Pollution Prevention Plan or accepted Pollution Prevention Change Order Form for charges up to the compliance date. However, the company remains liable for any surcharges or penalties incurred after compliance is demonstrated.
<u>"Forgiveness Revocation"</u>	The immediate termination of any conditional forgiveness granted through the approval of a Pollution Prevention Plan by the City of Yorkton. All accumulated and uncollected surcharges and/or penalties incurred to date shall be invoiced according to Article 5 of Public Sewage Works Bylaw 2125. Conditional forgiveness shall be revoked if compliance is not demonstrated by the specified dates and without written approval of a Pollution Prevention Plan Change Order Form by the City of Yorkton.
<u>"Total Suspended Solids"</u>	(Abbreviated to T.S.S.) means solids that either float on the surface, or are in suspension in water, sewage or industrial waste, and which are determined by laboratory filtration devices as set forth in "Standard Methods".

Further definitions can be found in Article 2 of Public Sewage Works Bylaw 2125.

Appendix B: Other Pollutants

Temperature:	More than sixty-five degrees (65°) Celsius
pH:	Lower than 6.0 pH; greater than 9.0 pH
Hydrocarbons:	Prohibited
Fats, Oils, and Grease:	Character or quality that unusual attention or expense is required to handle
Additional:	Outlined in Article 4 of Public Sewage Works Bylaw 2125

PLAN APPROVED

SIGN _____

PLAN DECLINED

SIGN _____



Section One - Company Information

Business Name

Facility Address

Mailing Address

☐

Same as above

Postal Code

North American Industry Classification

**(if applicable)*

Section Two - Company Representative

Name

Position/Title

Phone Number

Email Address

Section Three - Original Plan Details

Date of Original Plan Submission

Plan Reference Number

**(stated on acceptance letter)*

Section Four - Description of Changes

☐

Updated Regulatory Requirements

☐

Process Design Change

☐

Resource Constraints

☐

Other:

Describe the specific changes to be made to the original Pollution Prevention Plan. Include the sections affected and the nature of the changes (e.g., modifications to treatment processes, new pollution prevention measures, updated compliance dates).

Will the changes identified in this form prevent compliance with Public Sewage Works Bylaw 2125?

- ☐ Yes
- ☐ No

If Yes, a new Pollution Prevention Plan must be submitted in addition to this form

Section Five - Pollution Prevention

Outline the specific steps required to implement updated measures with updated estimated completion dates.

Step	Completion Date	Milestone Completion Steps
1		
2		
3		
4		
5		

Explain the reasoning behind the implementation timeframe proposed

Section Six - Pollution Prevention Summary & Authorized Statement

Complete the table below for each pollutant prevention measure being implemented.

Pollutant	Prevention Measure	Original Bylaw 2125 Compliance Date	Updated Bylaw 2125 Compliance Date
BOD5			
TSS			
Other			

☐ I declare that I am an authorized representative of the company.

☐ I declare that the information in this Pollution Prevention Change Order Form is accurate, including the summary above.

☐ I understand that the City of Yorkton reserves the right to impose surcharges and/or penalties as stipulated in the Public Sewage Works Bylaw 2125 if any false or misleading information is provided in this plan.

☐ I understand that once signed, submitted, approved, and countersigned, this document forms a legally binding agreement between the parties. As such, the City of Yorkton reserves the right to rescind any Conditional Forgiveness previously granted for surcharges and penalties incurred under the Public Sewage Works Bylaw 2125, both prior to and following the acceptance of this plan. This revocation of forgiveness shall occur if compliance is not demonstrated by the compliance dates specified in this plan, unless a Pollution Prevention Change Order Form is submitted and receives written approval from the City of Yorkton. The term "Forgiveness Revocation" is defined in Appendix A of the initially submitted Pollution Prevention Plan.

Signature

Title

Date/Time

Please send the form to Enviro@yorkton.ca to complete your submission.

PLAN APPROVED

SIGN _____

PLAN DECLINED

SIGN _____