

## SCHEDULE "H"

### MODEL CODE OF PRACTICE FOR RECYCLING OPERATIONS

#### 1.0 APPLICATION

1.1 This code of practice describes the terms and conditions for discharge of wastewater from recycling operations into a municipal drainage system.

1.2 The following activities are exempt from this code of practice:

- (a) automotive operations covered under Schedule "E" of this bylaw;
- (b) storage, processing, sorting and consolidating of recyclable materials by commercial, industrial or institutional offices for recyclable material generated within the offices on the same site;
- (c) normal farm practices;
- (d) manufacturing processes that use recyclable materials generated onsite within a process;
- (e) recycling of soil, rock or gravel; and
- (f) composting activities.

1.3 In this code of practice:

- (a) **"automotive dismantling and recycling operation"** means the dismantling of vehicles for the purposes of recycling, salvage or disposal of the vehicle by any commercial, industrial or institutional operation or by a public authority.
- (b) **"automotive operation"** means sales, rental, service, fueling, repair or maintenance of vehicles by any commercial, industrial or institutional operation or by a public authority and includes vehicle wash operations, provided that an automotive dismantling and recycling operation is not carried out at the same site.
- (c) **"cleaned out"** means to have the settled material and floating material collected in the storm water rehabilitation unit removed and disposed in a manner that meets all regulations.

- (d) **"operator"** includes the owner of the outdoor storage yard operation and includes any person who has been authorized by the owner to act as his, her or its agent.
- (e) **"recycling operation"** means any commercial, industrial or institutional operation or an operation by a public authority that receives recyclable materials for storage, processing, sorting and consolidating.
- (f) **"recyclable material"** means a product or substance that has been diverted from disposal and satisfies at least one of the following criteria:
  - i) is managed as a marketable commodity with an established market by the owner or operator of a site;
  - ii) is being used in the manufacture of a new product that has an established market or is being processed as an intermediate stage of an existing manufacturing process; or
  - iii) has been identified as a recyclable material in the Capital Regional District Solid Waste Management Plan.
- (g) **"sampling point"** means a location where a representative sample of the discharge into the municipal drainage system may be collected.
- (h) **"spill"** means a release or discharge of a substance that causes or may cause the storm water discharge from the site to exceed the restrictions specified in Schedule "A" of the bylaw.
- (i) **"storm water rehabilitation unit"** means works or technology that will achieve a storm water quality that meets the restrictions specified in Schedule "A" of this bylaw under the conditions of a storm event of 12.5 mm/hr.

## 2.0 DISCHARGE REGULATIONS

2.1 An operator of a recycling operation must not discharge wastewater which, at the point of discharge into the municipal drainage system, contains:

- (a) water that has accumulated in a spill containment area;
- (b) untreated wash and rinse water from the cleaning of recyclable materials that does not meet Schedule "A" of the bylaw;

- (c) wash and rinse water from interior floor washing activities; or
  - (d) fluids and fuels from vehicles or machinery.
- 2.2 An operator of a recycling operation that commences operation after the date of adoption of this code of practice and that discharges wastewater, other than storm water from roof drains and perimeter drains, into the municipal drainage system must install and maintain one or more storm water rehabilitation units to treat the collected storm water prior to discharge.
- 2.3 An operator of a recycling operation operating on the date of adoption of this code of practice that does not have a storm water rehabilitation unit and discharges wastewater, other than storm water from roof drains and perimeter drains, into the municipal drainage system must install one or more storm water rehabilitation units within three years of adoption of this code.
- 2.4 An operator of a recycling operation who installs a storm water rehabilitation unit under sections 2.2 or 2.3 must install a sampling point.
- 2.5 An operator of a recycling operation that has a storm water rehabilitation unit that does not have a sampling point on the date of adoption of this code of practice must install a sampling point within two years from the date of adoption of this code of practice.
- 2.6 An operator of a recycling operation must ensure sampling points specified in sections 2.4 and 2.5 are easily accessible at all times for use and inspection.
- 2.7 An operator of a recycling operation who installs a storm water rehabilitation unit on or after the date of adoption of this code of practice must locate the storm water rehabilitation unit so that it is easily accessible for inspection and maintenance.
- 2.8 An operator of a recycling operation subject to sections 2.2 or 2.3 must ensure that all storm water from the recycling operation, other than roof drains and perimeter drains, is directed to one or more storm water rehabilitation units before being discharged into the municipal drainage system.
- 2.9 An operator of a recycling operation must not discharge oil and grease, solids or other material accumulated in a storm water rehabilitation unit into the municipal drainage system.

2.10 An operator of a recycling operation must not use or permit the use of intentional high volume flows, chemical agents, solvents, hot water or other agents to facilitate the passage of oil and grease, solids or other material through a storm water rehabilitation unit.

2.11 An operator of a recycling operation:

- (a) must not permit floating oil and grease or other floating material to accumulate in the storm water rehabilitation unit in excess of 75% of the design capacity of the storm water rehabilitation unit;
- (b) must not permit the settled solids to accumulate in the storm water rehabilitation unit in excess of 75% of the design capacity;
- (c) must inspect the storm water rehabilitation unit and measure the accumulated solids and floating oils at least once every six months to verify the requirements under (a) and (b);
- (d) must have the storm water rehabilitation unit cleaned out within seven working days of determining that any levels prescribed in section (a) or (b) have been exceeded; and
- (e) must have the storm water rehabilitation unit cleaned out at least once every 12 months.

### **3.0 SPILL PREVENTION AND RESPONSE**

3.1 An operator of a recycling operation that involves the storage of fertilizer, pesticides, solvents, antifreeze, lead-acid batteries, oil, gasoline, diesel, fuel oil, transmission fluid, brake fluid and/or automotive fluids, the storage of which is not otherwise regulated under the Fire Code, *Environmental Management Act* or any other enactment, must install spill containment for these materials.

3.2 An operator of a recycling operation operating on the date of adoption of this code of practice must prepare a spill response plan by six months after the date of adoption of this code of practice.

3.3 An operator of a recycling operation that commences operation after the date of adoption of this code of practice must prepare a spill response plan within 60 days of commencing operation.

3.4 The spill response plan must:

- (a) specify the response for containment and cleanup of all spills of

all materials present at the property that could cause the discharge to exceed the restrictions defined in Schedule "A" of the bylaw;

- (b) define the roles and responsibilities of the operations personnel for spill response;
  - (c) include contact names and telephone numbers for appropriate agencies; and
  - (d) provide a check-list of spill response equipment and supplies.
- 3.5 In the event of a spill, an operator of a recycling operation must immediately implement the provisions of the spill response plan specified in sections 3.2 and 3.3, when safe to do so, to prevent or discontinue the discharge of spilled material from entering into the municipal drainage system.
- 3.6 As part of a spill response plan, an operator of a recycling operation who operates a storm water rehabilitation unit must inspect the storm water rehabilitation unit for spilled material within four hours after a spill has been detected.
- 3.7 An operator of a recycling operation must keep the spill response equipment and supplies identified in the spill response plan specified in sections 3.2 and 3.3 at the location of the recycling operation and readily available at all times.

#### **4.0 RECORD KEEPING AND RETENTION**

- 4.1 An operator of a recycling operation must keep a record of all inspection and maintenance activities in relation to the storm water rehabilitation unit, including:
- (a) the date of inspection or maintenance;
  - (b) a description of maintenance conducted;
  - (c) the name and address of the disposal or recycling company or facility handling the material removed from the storm water rehabilitation unit; and
  - (d) names of the persons who conducted the inspection or maintenance.
- 4.2 An operator of a recycling operation must keep a record at the

recycling operation site of all spills, including:

- (a) the date of spill;
- (b) the type of material spilled;
- (c) the quantity of material spilled;
- (d) the spill response action;
- (e) the disposal of contaminated materials involved in the spill; and
- (f) names of the persons responsible for conducting the spill response.

4.3 An operator of a recycling operation must keep the spill response plans required under sections 3.2 and 3.3 on the site and available for inspection by a bylaw enforcement officer or the Director.

4.4 The records required under sections 4.1 and 4.2 shall be retained onsite for a period of at least two years and shall be available for inspection by a bylaw enforcement officer or the Director.