



6648 Road 506
P.O. Box 97, Plevna, Ontario K0H 2M0
Tel: (613) 479-2231 or 1-800-234-3953 Fax: (613) 479-2352
www.northfrontenac.ca

NORTH FRONTENAC SUPPORTS A HEALTHY ENVIRONMENT FOR ALL TO ENJOY. THE SEWAGE SYSTEM RE-INSPECTION PROGRAM IS AN IMPORTANT PART OF COUNCIL'S ENVIRONMENTAL STRATEGY.

DATE

On March 19, 2021, Council passed Resolution No. 157-21 approving the continuation of a voluntary Septic Re-Inspection Program for waterfront properties, in partnership with the Mississippi Rideau Septic System Office (MRSSO). In accordance with the Resolution, the Public Works Manager will be reporting back to Council by the end of this year with a proposal for the implementation of a mandatory septic re-inspection program. Mandatory programs typically require a re-inspection every 10 years – so owners that participate this year may not require a re-inspection for another 10 years even if the mandatory program is adopted.

A properly functioning sewage system is an integral part of a healthy shoreline environment. Improperly maintained systems can be a significant contributor of nutrient and bacteriological contamination into an adjacent water body. The key to proper maintenance and operation of an on-site sewage system is education. The Septic Re-inspection Program is aimed at achieving a better understanding of system function, owner intervention and preventative measures. The costly implications of poor maintenance are significant to the owner and to the community. The success of the re-inspection program so far shows owners are committed to protecting their lake lifestyle, as is the Township. Information and advice has been welcomed, despite the fact that in a few instances remedial action may be required.

The MRSSO is a co-operation between the Mississippi Valley and the Rideau Valley Conservation Authorities, contracted to conduct the Sewage System Re-inspection Program. Re-inspections will be more rigorously scheduled to better accommodate property owners wishing to be on-site, including appointments on selected Saturday and Sundays throughout the summer – please see the Program Procedure (enclosed) for more information. If you wish to be present during the re-inspection of your property, appointments will be made on a first come, first served basis. In addition, we are asking that you have your septic tank located and the lids exposed (excavated) prior to the arrival of MRSSO staff. If you require MRSSO staff assistance to locate/excavate the tank a \$20/lid (usually 2 lids) to a maximum of \$40 total will be charged for this service. Invoices will be issued on-site.

Your active involvement in the Septic Re-Inspection Program is encouraged and begins with reading the attached Program description. Please fill in the accompanying questionnaire to the best of your ability. After the re-inspection is completed a report stating the status of the system and any deficiencies present will be left on-site. Advice on proper maintenance will be provided both on-site and in writing on the report. The MRSSO will forward reports to South Frontenac Building Department, the Principal Authority for North Frontenac. South Frontenac may initiate a dialogue and define an action plan with owners of systems deemed to be a concern. If you were previously involved in a re-inspection program or had a new sewage system installed in the last 10 years, since 2011, please accept our



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apologies. We ask that you contact the MRSSO (phone, email, return mail or fax) and advise us of the new sewage system permit number and date of installation or re-inspection number. We will update our records and remove you from the re-inspection program for 2021.

Any comments about the Program in general or Council's strategy can be directed to Darwyn Sproule, P. Eng., PWM. at (613) 479-2231 or 1-800-234-3953. Program specifics or questions about your involvement in the Program should be directed to the MRSSO, (613) 253-0006. If you have questions regarding the issuance of sewage system permits or records please call South Frontenac Building Department at 1-800-559-5862

On behalf of Council, thank you in advance for your co-operation.

Sincerely,

Darwyn Sproule, P. Eng., PWM.

PROGRAM AUTHORITY

The Province of Ontario has delegated the responsibility to regulate on-site sewage systems (with total daily design flow of less than 10,000 litres per day) to municipalities. The authority to do so was transferred from the Environmental Protection Act to Part 8 of the Ontario Building Code which defines a sewage system as a "building". Implementation of Code requirements is meant to ensure proper installation, operation and maintenance of on-site sewage systems. A sewage system that is discharging effluent onto the surface of the ground, or that has not been maintained or operated in accordance with the Code is determined to be an unsafe "building". Any remedial action required will be addressed pursuant to the Ontario Building Code.

PERSONAL INFORMATION collected as part of the Septic Re-inspection Program will be used to facilitate communication between the Township, MRSSO and individual owners and will be protected in a confidential manner in accordance with the Municipal Freedom of Information and Protection of Privacy Act. A summary report, containing no owner names, will be prepared for public viewing. Questions about the collection of personal information should be directed to Darwyn Sproule, P. Eng., PWM.

ADDRESS

DATE

5 Easy Steps to Your Voluntary Sewage System Re-Inspection Program

We are pleased to provide re-inspections on a number of septic systems including:

- Earth Pit Privies and Composting Toilets
- Greywater Pits
- Cesspools
- Septic Tanks & Leaching Fields
- Holding Tanks

Our professional, impartial staff are registered Building Official Inspectors who will provide advice on your current, care and maintenance and possible replacement options.

Here are the five steps of the Septic Re-inspection Program — from start to finish.

Step 1 — Complete and return the attached questionnaire

Do the best you can to complete the attached questionnaire and submit it by:

Fax: 613-253-0122

Email: mrsso@mvc.on.ca

Mail: MRSSO 10970 Hwy. 7, Carleton Place ON K7C 3P1

Questionnaire can be filled out and returned online at <https://bit.ly/mrsso>

The goal of the questionnaire is to provide us with some basic information about your system and where it is located.

Step 2 — Book an appointment

Call MRSSO at 613-253-0006 to book your appointment. If we can drop-in at any time, let us know! If you would like to meet with us, appointments can be made between 9 a.m. and 4 p.m. on a first come, first served basis.

Step 3 — Dig Your Lids

The MRSSO asks that you expose both lids on your septic tank (most tanks have two).

If you are unable to dig out your own lids, there will be a \$40 (\$20/lid) maximum charge for the MRSSO to assist in locating and excavating the septic tank lids. This fee will be invoiced upon completion of the re-inspection. No cost will be incurred if excavation is not required.

The MRSSO will re-cover the tank when the inspection is completed (at no cost) unless it is determined that a pump-out is required or you plan on conducting a pump out. The tank inspection includes a visual inspection of the tank components and measurement of sludge and scum in the tank. **Please do not pump tank before the re-inspection.**

Step 4 — Inspection

The septic re-inspection will include the following:

- Location of all system elements
- Measurement of separation distances to key lot features
- Visual inspection of tank structure
- Measurement of tank contents – **Please do not pump tank before inspection.**
- Visual inspection of bed
- Briefing the homeowner on proper system maintenance and operation.

Step 5 — Review your Re-inspection Report

A copy of the septic re-inspection report will be left for the property owner.

Our primary goal is to educate property owners about their septic system and any deficiencies it may have. Our secondary goal is to ensure that unsafe systems are reported to the appropriate Authority, based on the requirements of Part 8 of the *Ontario Building Code*. Staff will let you know of any funding assistance that may be available for septic replacement.

Property owners can expect the re-inspection, results, and all inquiries to be dealt with in a professional manner.

Thank you in advance for your co-operation in our program.

Working together we can protect our watershed resources. Your participation in this program will ensure a safe home with healthy groundwater and surface water and the continued enjoyment of a clean, healthy waterfront environment for generations to come.

Yours truly,



Eric Kohlsmith, MRSSO Re-inspection Program Coordinator
613-253-0006 ext. 256
mrssso@mvc.on.ca

Re: Voluntary Sewage System Re-inspections procedure during COVID-19 Pandemic

As the Province of Ontario has deemed the delivery of services for sewage treatment and disposal as essential, we anticipate completing voluntary sewage system re-inspections this year. However, we want to ensure that these re-inspections are undertaken in a safe manner, so we are reviewing our site visit protocols. While you are not required to be present during the inspection, we would normally encourage property owners to attend the site visit to get the most out of the educational component of the inspection. This year however due to COVID-19, if you plan to participate in the site visit:

- A distance of 2 metres (or 6 feet) must be maintained between staff and homeowners
- No more than two homeowners may be present on site during the inspection
- You may not be on-site if you have been outside of Canada within the 14 days preceding your inspection or if you have COVID-19 or are exhibiting any of the symptoms of COVID-19.

As part of your re-inspection, the Mississippi Rideau Septic System Office will provide electronic reports that will be emailed or mailed to you to reduce contact onsite.

Please feel free to contact our office with any concerns or questions.

Regards,



Eric Kohlsmith
Regulations Inspector
Mississippi Rideau Septic System Office
613 913-7570 | mrsso@mvc.on.ca