



**WESTLOCK COUNTY BY-LAW NO. 12-2019**  
**WESTLOCK, ALBERTA**  
**PICKARDVILLE LAGOON DISPOSAL BYLAW**

Being a bylaw of Westlock County, in the Province of Alberta to prescribe offences, fines and other penalties for improper disposal at Westlock County's Pickardville Lagoon.

This Bylaw will commonly be referred to as the Pickardville Lagoon Disposal Bylaw.

**WHEREAS**, pursuant to Section 7(f) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, a municipality has jurisdiction to pass bylaws for municipal purposes respecting services provided by or on behalf of the municipality.

**AND WHEREAS** under the *Municipal Government Act*, Council may pass bylaws respecting services provided by the municipality as well as the creation of licenses, as well as offences and fines and penalties for those offences;

**AND WHEREAS** the Council of Westlock County wishes to regulate the disposal of sewage at its Pickardville Lagoon through a system of licenses;

**NOW THEREFORE** under the authority and pursuant to the provisions of the *Municipal Government Act* and all other enabling Acts and powers conferred, the Council of Westlock County, duly assembled, enacts as follows:

**BYLAW TITLE:**

1. This bylaw may be cited as the "Pickardville Lagoon Disposal Bylaw".

**DEFINITIONS:**

2. In this bylaw:

- (a) "CAO" means the Chief Administrative Officer of Westlock County, as described in Alberta's *Municipal Government Act*;
- (b) "Council" means Westlock County Council;
- (c) "County" means the municipal corporation of Westlock County;
- (d) "gate key" means a key to access the Pickardville Lagoon. These keys are the sole property of the County. The County lends them to sewage haulers on deposit for an amount specified in Schedule "A";

- (e) "Pickardville Lagoon" means the Lagoon located within Westlock County at 4-27-58-26-SE (meridian-range-township-section-quarter section);
- (f) "sewage" means a liquid or solid material removed from a septic tank, holding tank, pit toilet (pit privy), or similar system that receives only domestic wastewater but does not include wastes from grease traps, industrial or commercial processes;
- (g) "sewage hauler" means a commercial entity that collects and disposes of sewage as a commercial enterprise;
- (h) "septic disposal license" means the license that each hauler is required to have to legally dispose of sewage in Westlock County's Pickardville Lagoon.

**GENERAL PROVISIONS:**

- 3. Only sewage may be disposed of at the Pickardville Lagoon. If a sewage hauler wishes to dump any other kind of material in the Pickardville Lagoon, they must apply for and obtain consent in writing from the County.
- 4. Sewage haulers must:
  - (a) obtain a septic disposal license from the County,
  - (b) obtain a gate key from the County, and
  - (c) pay the applicable licensing fee and the applicable gate key deposit set out in Schedule "A".before receiving access to or disposing of sewage at the Pickardville Lagoon.
- 5. When a sewage hauler applies for a septic disposal license, they will be required to provide
  - (a) the legal name of the sewage hauler,
  - (b) the address of the sewage hauler,
  - (c) the name, address and phone number of the owner and their local business agent.
- 6. Septic disposal licenses will be valid for one year from January first to December thirty-first. Septic disposal licenses are non-transferable.
- 7. The County reserves the right to:
  - (a) cancel or suspend a septic disposal license, or
  - (b) direct a sewage hauler to return their gate keyif the County has reasonable and probable grounds for doing so.

8. If a sewage hauler loses their gate key and requests another, their deposit will be forfeit and they will pay the applicable deposit to continue using the Lagoon.
9. If either party wishes to suspend or cancel the sewage hauler's septic disposal license the hauler will relinquish their septic disposal license and gate key to the County, at which time the County will refund their key deposit.
10. Notwithstanding section 8, if the gate key is found, Westlock County will refund the deposit to the payer if that gate key is returned to Westlock County.
11. Sewage haulers that apply for a septic disposal license must
  - (a) have at least two (2) million dollars of valid comprehensive liability insurance,
  - (b) show proof of that insurance to Westlock County when applying for the septic disposal license, and
  - (c) maintain that insurance for the entire period of their septic disposal license.
12. Sewage haulers that dispose of sewage at the Pickardville Lagoon may only dispose of sewage from
  - (a) residences in Westlock County, or
  - (b) residences in municipalities approved by Council and listed in Schedule "B",
  - (c) commercial or industrial entities pre-approved in writing by Westlock County
13. Sewage haulers that dispose of sewage in the Pickardville Lagoon must submit to the County
  - (a) a Monthly Disposal Report (Schedule "D") stating the number of loads they hauled to the Pickardville Lagoon that month, and the volume of each load in cubic metres,
  - (b) the dumping fee, calculated as listed in Schedule "A" and which may be changed from time to time by council resolution.
14. Monthly Disposal Reports must be submitted by the tenth day of the following calendar month.

**OFFENCES, FINES AND PENALTIES:**

15. A contravention of this bylaw or a failure to comply with it is an offence and subject to a fine of up to \$10,000 or imprisonment for not more than one year, or both, as set out in Schedule C.

16. Without limiting the generality of section 15, it is an offence for anyone to

- (a) dispose of waste products that do not fall under the definition of sewage set out in section 2, unless written consent has been obtained from the County;
- (b) dispose of sewage at the Pickardville Lagoon without a valid septic disposal license from Westlock County in their name or the name of the septic hauler that they work for;
- (c) provide false information to the County to obtain a septic disposal license;
- (d) dispose of sewage without maintaining two (2) million dollars of general liability insurance;
- (e) dispose of sewage that originated from a residence outside of Westlock County or outside an approved municipality;
- (f) dispose of sewage from a commercial or industrial entity that has not been pre-approved in writing by Westlock County;
- (g) fail to submit a Monthly Disposal Report with the correct dumping fee by the tenth day of the following month;
- (h) duplicate a gate key;
- (i) Fail to notify the County of any changes to the information listed on their septic disposal license;
- (j) fail to return a gate key by the date requested by the County.

17. If a septic hauler commits one of the offences described in sections 16(d), (g), or (i), the septic hauler will be fined and will have their septic disposal license suspended until the septic hauler corrects the error.

18. In addition to any other remedy available to the County for non-compliance with this bylaw, the County may direct a septic hauler to restore the Pickardville Lagoon, at the septic hauler's cost, to Provincial standards for wastewater lagoon performance and design, if that septic hauler has

- (a) damaged the physical infrastructure of the lagoon,
- (b) disposed of an unauthorized substance, such as but not limited to petroleum products,
- (c) harmed the Lagoon or its operation in any other way requiring restorative action.

19. Notwithstanding section 18, the County, at its discretion, may, instead of directing the offending septic hauler to restore the Lagoon, carry out the work to restore the Pickardville Lagoon to Provincial operation and design standards, and bill the offending septic hauler for the costs the County incurred in carrying out the work.

20. If a septic hauler fails to restore the Pickardville Lagoon as directed by the County under section 18, the County may carry out the work to restore the Pickardville Lagoon to Provincial operation and design standards and bill the septic hauler for the costs the County incurred in carrying out the work.

21. The costs the County incurs under section 19 are recoverable from the septic hauler as a debt due and payable on demand to the County.

22. Prosecution for a contravention of this bylaw does not relieve a person or sewage hauler from compliance with this bylaw.

**SEVERABILITY AND REPEAL:**

23. Should any provision of this bylaw be invalid, then the invalid provision shall be severed and the remaining provisions of the bylaw shall be maintained.

24. Bylaw No. 23-2018 is hereby repealed.

**ENACTMENT:**

25. This bylaw comes into force upon third reading and proper signature thereof.

READ A FIRST TIME THIS 11<sup>th</sup> DAY OF June 2019.

\_\_\_\_\_  
Reeve

**Original signed and on file**

\_\_\_\_\_  
Chief Administrative Officer

READ A SECOND TIME THIS 11<sup>th</sup> DAY OF June 2019.

\_\_\_\_\_  
Reeve

**Original signed and on file**

\_\_\_\_\_  
Chief Administrative Officer

RECEIVED UNANIMOUS CONSENT FOR CONSIDERATION OF THREE READINGS IN ONE MEETING VIA COUNCIL RESOLUTION # 195-2019, THIS 11<sup>th</sup> DAY OF June 2019.

READ A THIRD TIME AND PASSED THIS 11<sup>th</sup> DAY OF June 2019.

\_\_\_\_\_  
Reeve

**Original signed and on file**

\_\_\_\_\_  
Chief Administrative Officer

**SCHEDULE "A"**  
**WESTLOCK COUNTY**  
**WASTEWATER DISPOSAL AUTHORIZATION**

Westlock County (hereinafter referred to as 'the County') in consideration of the sum of \$100 for each key, and the \$100 septic disposal license fee, which the receipt thereof is hereby acknowledged, and in consideration of the covenants and conditions herein contained, authorizes the following wastewater disposal Sewage Trucking Company/Hauler to dispose of wastewater within County wastewater facilities listed below. The key deposit is refundable when the Sewage Trucking Company/Hauler no longer requires access to wastewater facilities.

\_\_\_\_\_  
Name of Sewage Trucking Company/Hauler

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address

Conditions of Authorization:

1. Wastewater disposed of in County wastewater facilities shall only be human wastewater and no material other than human wastewater shall be disposed of in County wastewater facilities without written consent from the County.
2. Wastewater dumped/disposed of in County wastewater facilities shall only be from County residents or residents from municipalities approved by the County.
3. The Sewage Trucking Company/Hauler shall provide proof of a comprehensive general liability insurance policy with a minimum coverage of two million (\$2,000,000.00) dollars.
4. Disposal of wastewater shall take place at the designated truck disposal site at each wastewater facility.
5. The Sewage Trucking Company/Hauler shall be responsible to complete a Monthly Dumping/Disposal Report by indicating number of loads and m3 hauled into each lagoon facility and submit this report, along with the dumping fee calculated as follows:
  - As per Schedule "E" of the Utilities Bylaw that may be changed from time to time.

\_\_\_\_\_  
Initial

\_\_\_\_\_  
Initial

6. If the Sewage Trucking Company/Hauler is not reporting accurate information on these dumping/disposal reports or is not submitting these reports in a timely fashion, this authorization may be revoked and become null and void.
7. The Sewage Trucking Company/Hauler is responsible for the key assigned to their company and will be responsible for any access to any County wastewater facilities via the assigned key.

**I/We hereby agree to the above conditions of authorization this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.**

**SEWAGE TRUCKING COMPANY/CONTRACTOR**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature

**WESTLOCK COUNTY**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Infrastructure

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Administrative Officer

**Westlock County Wastewater Facilities**

Pickardville Wastewater Lagoon – 8-26-58-27-W4

**Partner/Approved Municipalities**

- a. Summer Village of Larkspur



**SCHEDULE "B"**

<b>APPROVED MUNICIPALITIES</b>
Summer Village of Larkspur

**SCHEDULE "C"**

<b>FINES</b>			
<b>SECTION</b>	<b>DESCRIPTION</b>	<b>FINE</b>	<b>PENALTY</b>
15(a)	Dispose of unauthorized materials	\$10,000.00	
15(b)	Dispose without license	\$2000.00	
15(c)	Provide false information	\$500.00	
15(d)	Dispose without insurance	\$5000.00	License suspended until insurance obtained or renewed.
15(e)	Dispose of waste from an unauthorized jurisdiction	\$500.00	License revoked
15(f)	Dispose of sewage from unauthorized commercial or industrial entities	\$5000.00	
15(g)	Fail to submit monthly report by the deadline		License suspended until Disposal Report is submitted
15(g)	Fail to submit dumping fee by the deadline		License suspended until Disposal Report is submitted
15(h)	Unauthorized duplication of key		License may be revoked
15(i)	Fail to notify of changes		License suspended until current information submitted
15(j)	Fail to return key by requested date	\$500.00	

**SCHEDULE "D"**  
**WESTLOCK COUNTY**  
**HUMAN SEWAGE WASTEWATER DISPOSAL REPORT**

For the Month of: \_\_\_\_\_ Name of Hauling Company: \_\_\_\_\_ Lagoon: \_\_\_\_\_

Truck Maximum Volume: \_\_\_\_\_ Truck Licence Plate #: \_\_\_\_\_ Single Axle \_\_\_ OR Tandem Axle \_\_\_

Date of Disposal	Name of Customer/User	Municipality	Legal Description or Subdivision Name	Approximate Volume Disposed (M <sup>3</sup> )

**FAILURE TO COMPLETE AND SUBMIT THIS REPORT TO WESTLOCK COUNTY WITHIN 10 DAYS OF THE FOLLOWING MONTH SHALL RESULT IN LOSS OF DISPOSAL PRIVILEGES.**

**Submit to: Westlock County; Attention: Dwayne Keller, Utilities Manager**  
**10336 – 106 Street, Westlock, AB T7P 2G1**  
**Phone: 780-349-3346 Fax: 780-349-2012**  
**E-mail: dkeller@westlockcounty.com**

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 Initial                  Initial