

Rural Municipality of Riding Mountain West

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Policy No. PSE 01	Reference: General Administration
Policy Title: Septic Haulers Regulations & Processes	Pages: 2
Policy Effective: August 26, 2020	Policy Amended:

**1. Purpose**

The purpose of this policy is to regulate the septic haulers and establish the processes required to provide septic services in the R.M. of Riding Mountain West.

**2. Regulations:**

In order to provide septic hauling services in the R.M. of Riding Mountain West, septic haulers must:

- a) Be registered with the R.M. of Riding Mountain West for the calendar year that services are being provided in, in accordance with Section 2.b) below.
- b) Registration with the R.M. shall be provided when the following is received by the R.M.:
  - i) Proof of a business license and registry with the Province of Manitoba (Manitoba Sustainable Branch);
  - ii) Proof that the septic hauling truck is marked on the door with the company's name and information (this is a commercial truck requirement);
  - iii) Receipt of the annual fee as set by the R.M.

Note: If the registration of a septic hauling service is made on or after July 1, the fee will be reduced to one-half for the balance of the calendar year.

- c) Registration for septic hauling shall be renewed each year in accordance with 2. b) above and if applicable the provisions of any information change as in 2. c) above and with the receipt of the annual fee, on or before January 31<sup>st</sup>.

**3. Processes:**

All registered septic haulers shall:

- a) Be provided with a lagoon gate entrance key to both the Inglis lagoon and the Angusville lagoon. At no time may these keys be shared with another septic hauler or given to any other person outside the employ of the septic hauler.
- b) Keep a 'Sewage Collection and Disposal Service Record' as in Form A, attached hereto. This form shall be submitted to the R.M. office within 15 days of the quarterly period end (March, June, July and December)
- c) Inform the R.M. of Riding Mountain West office of any issues or concerns they encounter including any unregistered hauler providing services within the R.M..

**4. Fees:**

- a) The annual license fee shall be set at \$2,000.00 per septic hauler business per calendar year.
- b) Sewage disposal at the lagoons shall be charged at the rate of \$0.01 per gallon. The payment for sewage disposed of shall be remitted with the quarterly report as in 3 b) above.

**5. Penalties:**

- a) Should a septic hauler that is providing services within the R.M. not be registered prior to providing a service, within 15 days of providing that service, the rights and privileges as provided in this Policy will be denied.
- b) Should a registered septic hauler be delinquent in submitting their quarterly report and payment as per 4.b) above a penalty of 1.25% per month, compounding shall be applied, and privileges will be suspended.
- c) Should a registered septic hauler not comply with anything contained within this Policy, the rights and privileges as provided in this Policy will be revoked and will not be suspended and will not be re-instated until all requirements and processes are met and an additional fee of \$100.00, plus any other expenses incurred in the matter are paid in full.
- d) Should the municipality receive any complaints that are deemed to be unacceptable, the sewage hauler's rights and privileges expressed above will be suspended and will not be re-instated until approved by a resolution of council, and may be subject to conditions or penalties as set by council within the resolution

**FORM A**

# SEWAGE COLLECTION AND DISPOSAL SERVICE RECORD

Name of Hauler/Company: \_\_\_\_\_

Period of Report: \_\_\_\_\_

Date:	Legal Address of Pump Out	Disposal Site	Time of Disposal	Amount (Gallons)