



REGIONAL
DISTRICT
OF NANAIMO

Bylaw 1732 Information Guide

For Septage Haulers

January 2025

File No.: 5340-01-SEPT

1) Introduction

This guide was developed for convenience only to highlight key areas of the Regional District of Nanaimo (RDN) Trucked Liquid Waste Bylaw No. 1732 (Bylaw No. 1732). This guide does not replace any bylaws or other enactments. The information in this guide is subject to change without notice. In the case of a discrepancy, Bylaw No. 1732 prevails.

2) Trucked Liquid Waste Facilities

The RDN operates two trucked liquid waste receiving facilities.

Trucked Liquid Waste Receiving Facilities	
<p>French Creek Pollution Control Centre 957 Lee Road, Parksville B.C. Phone: 250-248-5794</p> <p>Hours of Operation Monday to Friday: 8 a.m. to 4 p.m. Saturday: 8 a.m. to 3 p.m. Sundays & Statutory Holidays: 8 a.m. to 9:30 a.m.</p>	<p>Chase River Pump Station 1174 Island Highway, Nanaimo B.C. Phone: 250-758-1157</p> <p>Hours of Operation 7 a.m. to 7 p.m. daily</p>
After Hours	
<p>In the case of an emergency, trucked liquid waste receiving facilities can be accessed after hours by calling 1-800-862-3429. After hour charges will apply as follows:</p> <p>Minimum charge, up to one hour: \$100</p> <p>Every additional half hour, or portion of, after the first hour: \$75</p>	

3) Waste Restrictions

The following wastes are **not permitted** at RDN trucked liquid waste receiving facilities. Fines may apply for the discharge any of the following wastes.

- **Prohibited Wastes** (up to a \$1,000 fine for each offence), including:
 - Hazardous Waste
 - Air Contaminant Waste
 - Flammable, Combustible, or Explosive Waste
 - Obstructive Waste
 - Corrosive Waste
 - High Temperature Waste
 - Biomedical Waste
 - Special Risk Organic Waste
 - Radioactive Waste
 - PCBs or Pesticides
 - Pharmaceutical Waste
 - Control Works Waste (e.g., grease trap waste)
 - Odourous Waste
 - Miscellaneous Waste
- **Restricted Wastes** (up to a \$750 fine for each offence), including:
 - Contaminated Waste
 - Acidic or Alkaline Waste
 - Non-domestic Food Waste
 - Dyes and Colouring Materials
 - Seawater
- **Uncontaminated water** in any volume greater than 2.0 m³/day (up to a \$250 fine for each offence).
- **Storm water or ground water** (up to a \$250 fine for each offence).
- Waste that originates from **outside the Regional District of Nanaimo or Lasqueti Island** (up to a \$100 fine for each offence).
- Water or other substance for the **purpose of diluting** any sewage, septage, sewage sludge, or non-domestic wastes (up to a \$250 fine for each offence)

4) Rules of Use

The following rules-of-use apply to all RDN trucked liquid waste receiving facilities. Failure to comply with facility rules may result in a fine of up to \$750 for each offence.

- A valid Hauler Discharge Licence is required to use receiving facilities.
- Haulers must only discharge a load to an inlet intended for trucked liquid waste receiving, and not to any other manhole or sewer works.
- Hauling vehicles must have connection devices compatible with those of the facility. All trucks must discharge with a 4" hose. Reduction fittings are used at the truck end only.
- All vehicles, tanks, and other equipment must be maintained and inspected.
- Vehicles with dripping or leaking hoses, valves, tanks, or other equipment are not allowed to enter upon or discharge at the facility.
- Haulers are liable for any damage to the receiving facilities or RDN property caused by any of their employees or vehicles.
- Vehicles must only be parked while awaiting discharge or while discharging.
- Hauling companies must notify the RDN (250-248-5794) at least two days before discharging any waste from a pit-toilet to French Creek Pollution Control Centre.
- Facility use is on a first-come-first-serve basis.
- Hauling vehicles must not block or hinder traffic.
- Haulers must not wash or service a vehicle at a receiving station, except for required clean-up.
- A hauler must stop discharging if instructed to do so by an RDN employee.
- Any load may be metered, weighed, sampled or monitored by the RDN.
- Offices, telephones, and washroom facilities are for RDN employees only.

5) Hauler Discharge Licences

General

- Each hauling company requires one Licence per company.
- Only properly fitted vehicles that are owned by a licenced company are allowed to discharge at an RDN facility.
- The hauling company must notify the RDN immediately if there are any changes to the information provided as part of the Licence or the Licence application.
- Licences expire 5 years from the issue date, unless otherwise stated.
- Haulers may renew a Licence up to 60 days before expiry. An expired Licence is invalid.
- The RDN may, at any time, impose additional provisions, requirements, or restrictions on a Licence that a hauler must meet in order to obtain, maintain, or renew a Licence.
- Licences cannot be transferred or assigned without the written approval of the RDN.
- Haulers must set up a credit account with the RDN Finance Department before their application for a Hauler Discharge Licence is processed.

Applying for a Hauler Discharge Licence

- Application forms are available online or at the RDN administration office.
- There is currently no application or licencing fee. However, hauling companies are responsible for any direct or indirect costs resulting from obtaining, maintaining, amending, renewing, suspending, or terminating a Licence.
- Hauling companies must allow at least 30 days to complete the licensing process. A submitted application is not a Licence and a hauling company must not use a trucked liquid waste receiving facility until a Licence is issued by the RDN.
- The RDN may withhold consent or refuse to approve a Licence:
 - If the information provided is insufficient, false, or misleading,
 - If the hauling company or person involved with the management of that company has failed to comply with the terms and conditions or restrictions in a Licence or Bylaw No. 1732, or
 - If the RDN has other grounds to reasonably believe that the hauler will not comply with the terms, conditions, or restriction of a Licence or Bylaw No. 1732.

Suspension and termination

- A Licence may be suspended or terminated if the hauler:
 - Fails to comply with the terms, conditions, or restrictions of a Licence, Bylaw No. 1732, or any other applicable enactment,
 - Provides or has provided false, incorrect, or misleading information to the RDN, or
 - Owes any money to the RDN under Bylaw No. 1732 and fails to pay such money within 10 days of request.

6) Billing & User Charges

The RDN charges users of trucked liquid waste receiving facilities to recover the cost of treating the waste at the sewage treatment plant. Property owners are entitled to the user-rate established by RDN bylaw, as it reflects the true cost of treating the waste at the plants. **Haulers must not charge any user-rate other than that established by RDN bylaw for the treatment of the waste.**

The following rules apply for billing. Providing any false, incorrect, or misleading billing information may result in an Administrative Charge of up to \$75 to recover the costs of correcting the billing information.

Haulers invoicing property owners

- Fees or charges established by the RDN must appear separately from service charges or fees charged by the hauler.
- Invoices issued by a hauling company to a property owner must clearly and separately state:
 - The date that the load was pumped from the on-site sewage system,
 - The volume of the load discharged,
 - The type of waste discharged (e.g., septage, holding tank waste, pit-toilet waste),
 - The RDN user-rate that applied to the load (e.g., \$0.31/gallon),
 - The total calculated charge for waste disposal (e.g., \$0.31/gallon x 1,000 gallons = \$3,000),
 - The full name of the person or property owner invoiced,
 - The civic address from where the load originated, and
 - The current contact information of the person or property owner invoiced.
- At the end of each month, haulers must provide to the RDN copies of all invoices where property owners received a reduced rate (e.g., \$0.01/gallon or \$0.00/gallon) for that month.
- If requested, a hauler has 30 days to provide additional billing information regarding any waste discharged to a RDN waste trucked liquid waste receiving facility.

RDN invoicing haulers



- All invoices are due within 30 days of the date of invoice.
- Any amount outstanding after the 30 day period shall bear interest of 1.25% per month.
- If a hauling company submits false, incorrect, or misleading information regarding the waste discharged at the facility, the invoice shall be re-calculated by the RDN, and the hauler must pay the corrected amount within 30 days. An Administrative Charge will also be added:
 - \$50 for the first submission of incorrect information,
 - \$75 for each subsequent submission of incorrect information.
- The RDN may retroactively invoice a hauler for any corrections made to an invoice for up to 1 year from the date that the billing information was first submitted by the hauler to the RDN.
- Haulers must retain all billing information regarding the use of a trucked liquid waste receiving facility for at least 1 year from the date that the billing information was first submitted by the hauler to the RDN.

User-Rates

- User-rates are outlined in Bylaw No. 1732 and are the price per volume charged for the use of RDN trucked liquid waste receiving facilities. **The Regular Septage rate increases by \$0.01/gallon on January 1 of each calendar year.**

User-Rates	
<p>Septage Disposal User-Rate</p> <ul style="list-style-type: none"> All users pay the Septage Disposal User-Rate, unless the property from which the waste originates is an RDN Pollution Control Centre, is on the RDN Holding Tank Registration list or is permitted under Bylaw No. 1732 to pay the Municipal STEP-System User-Rate Billing information must be submitted upon request 	<p>2025: \$0.31/gallon 2026: \$0.32/gallon</p>
<p>Holding Tank Waste Disposal User-Rate</p> <ul style="list-style-type: none"> Properties registered with the RDN under the Holding Tank Registration pay the Holding Tank Waste Disposal User-Rate Copies of any invoices to property owners, must be submitted monthly (e.g., June invoices must be submitted in June) 	<p>\$0.01/gallon</p>
<p>Municipal STEP-System User-Rate</p> <ul style="list-style-type: none"> Only properties listed in Schedule 'F' of Bylaw No. 1732 pay the Municipal STEP-System User-Rate Copies of any invoices to property owners, must be submitted monthly (e.g., June invoices must be submitted in June) Contact the RDN at 250-390-6560 to get a one-time use code 	<p>\$0.00/gallon</p>



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www.rdn.bc.ca