



**Conservation and Water Stewardship**

Environmental Stewardship Division  
Environmental Approvals Branch  
123 Main Street, Suite 160, Winnipeg, Manitoba R3C 1A5  
T 204 945-8321 F 204 945-5229  
www.gov.mb.ca/conservation/eal

**CLIENT FILE NO.: 5638.00**

October 8, 2015

Alexander Singbeil, Project Coordinator  
Water & Waste Department - City of Winnipeg  
1120 Waverley Street  
Winnipeg MB R3T 0P4

Dear Mr. Singbeil:

Enclosed is **Licence No. 290 HW** dated October 8, 2015 for the construction and operation of a household hazardous waste collection and transfer facility ("the facility") known as The Brady Road Resource Management Facility located at 1901 Brady Road, City of Winnipeg, Province of Manitoba in accordance with the application filed pursuant to *The Dangerous Goods Handling and Transportation Act* dated February 15, 2013 and revised amended proposals dated September 3, 2014, January 20, 2015 and May 5, 2015.

In addition to the enclosed Licence requirements, please be informed that all other applicable federal, provincial and municipal regulations and by-laws must be complied with. A Notice of Alteration must be filed with the Director for approval prior to any alteration to the facility as licensed.

For further information on the administration and application of the Licence, please feel free to contact Donna Smiley, Environment Officer at 204-945-7072.

Pursuant to Section 25 of *The Dangerous Goods Handling & Transportation Act*, this licensing decision may be appealed by any person who is affected by the issuance of this Licence to the Minister of Conservation and Water Stewardship within 30 days of the date of the Licence.

Yours truly,

*"original signed by"*

**Tracey Braun, M.Sc.**  
**Director**  
*Dangerous Goods Handling & Transportation Act*

Enc.

c: Don Labossiere, Donna Smiley, Yvonne Hawryliuk, Environmental Compliance and Enforcement  
Public Registries

**NOTE:** Confirmation of Receipt of this Licence No. 290 HW (*by the Licensee only*) is required by the Director of Environmental Approvals. Please acknowledge receipt by signing in the space provided below and faxing a copy (letter only) to the Department at 204-945-5229 by October 22, 2015.

---

On behalf of the City of Winnipeg

---

Date

**\*\*A COPY OF THE LICENCE MUST BE KEPT ON SITE AT THE DEVELOPMENT AT ALL TIMES\*\***

THE DANGEROUS GOODS HANDLING and  
TRANSPORTATION ACT  
LOI SUR LA MANUTENTION ET LE  
TRANSPORT DES MARCHANDISES  
DANGEREUSES



# LICENCE

Licence No./Licence n°

290 HW

Issue Date/Date de délivrance

October 8, 2015

In accordance with *The Dangerous Goods Handling and Transportation Act*  
(C.C.S.M. c. D12) /

Conformément à *la Loi sur la manutention et le transport des marchandises dangereuses*  
(C.P.L.M. c. D12)

**THIS LICENCE IS ISSUED TO:/CETTE LICENCE EST DONNÉE À:**

**CITY OF WINNIPEG;**  
**"the Licencee"**

for the construction and operation of a household hazardous waste collection and transfer facility ("the facility") known as The Brady Road Resource Management Facility located at 1901 Brady Road, City of Winnipeg, Province of Manitoba in accordance with the application filed pursuant to *The Dangerous Goods Handling and Transportation Act* dated February 15, 2013 and revised amended proposals dated September 3, 2014, January 20, 2015 and May 5, 2015 and subject to the following specifications, limits, terms and conditions:

## **DEFINITIONS**

In this Licence,

"**accredited laboratory**" means an analytical facility accredited by the Standard Council of Canada (SCC), or accredited by another accrediting agency recognized by Manitoba Conservation to be equivalent to the SCC, or be able to demonstrate, upon request, that it has the quality assurance/quality control (QA/QC) procedures in place equivalent to accreditation based on the international standard ISO/IEC 17025, or otherwise approved by the Director;

"**affected area**" means a geographical area, excluding the property of the facility;

"**approved**" means approved by the Director or assigned Environment Officer in writing;

**\*\*A COPY OF THE LICENCE MUST BE KEPT ON SITE AT THE DEVELOPMENT AT ALL TIMES\*\***

**"biomedical sharps waste"** means blades, needles, syringes including safety engineered needles or other materials capable of causing punctures or cuts and which have come into contact with human blood waste, animal blood waste or other human or animal bodily fluids;

**"contaminant"** means a contaminant as defined in *The Dangerous Goods Handling and Transportation Act*, as amended from time to time;

**"daily"** means any 24-hour period;

**"days"** means calendar days unless otherwise indicated;

**"Director"** means an employee so designated pursuant to *The Dangerous Goods Handling and Transportation Act*;

**"drum"** means a container having a capacity of 205 litres;

**"Environment Officer"** means an employee so designated pursuant to *The Dangerous Goods Handling and Transportation Act*;

**"hazardous waste"** means a product, substance or organism that

- a) is prescribed, designated or classified as hazardous waste in the regulations, or
- b) by its nature conforms to the classification criteria for one or more classes of hazardous wastes set out in the regulations;

**"licenced carrier"** means a person who has a valid licence to transport hazardous waste pursuant to Manitoba Regulation 175/87 under *The Dangerous Goods Handling and Transportation Act (C.C.S.M.c. D12)*, as amended from time to time;

**"Manitoba Household Hazardous Waste Stewardship Program"** means the program proposed by the Product Care Association and approved by the Director which provides consumers in Manitoba with a collection system for specified household hazardous waste materials using the services of qualified recycling collection facilities;

**"Manitoba Product Care Collection Site Guidelines"** means the document "Manitoba Collection Site Guidelines – HHW Collection Sites", dated 2012 prepared and updated by the Stewardship Program from time to time, containing the practical guidance and best management practices for collection site operators regarding staff handling and storing of program products collected under the Manitoba Household Hazardous Waste Stewardship program used by collection site operators to instruct staff in using required practices of the program;

**"noise nuisance"** means an unwanted sound, in an affected area, which is annoying, troublesome, or disagreeable to a person:

- a) residing in an affected area;
- b) working in an affected area; or
- c) present at a location in an affected area which is normally open to members of the public;

if the unwanted sound

- d) is the subject of at least 5 written complaints, received by the Director in a form satisfactory to the Director and within a 90 day period, from 5 different persons falling within clauses a), b) or c), who do not live in the same household; or
- e) is the subject of at least one written complaint, received by the Director in a form satisfactory to the Director, from a person falling within clauses a), b) or c) and the Director is of the opinion that if the unwanted sound had occurred in a more densely populated area there would have been at least 5 written complaints received within a 90-day period, from 5 different persons and who do not live in the same household;

**"odour nuisance"** means a continuous or repeated odour, smell or aroma, in an affected area, which is offensive, obnoxious, troublesome, annoying, unpleasant or disagreeable to a person:

- a) residing in an affected area;
- b) working in an affected area; or
- c) present at a location in an affected area which is normally open to members of the public;

if the odour, smell or aroma

- d) is the subject of at least 5 written complaints, received by the Director in a form satisfactory to the Director and within a 90-day period, from 5 different persons falling within clauses (a), (b) or (c), who do not live in the same household; or
- e) is the subject of at least one written complaint, received by the Director in a form satisfactory to the Director, from a person falling within clauses a), b) or c) and the Director is of the opinion that if the odour, smell or aroma had occurred in a more densely populated area there would have been at least 5 written complaints received within a 90-day period, from 5 different persons who do not live in the same household;

**"oil"** means any petroleum or synthetic crankcase oil, engine oil, hydraulic fluid, transmission fluid, gear oil, heat transfer fluid, or other fluid capable of use for lubricating purposes in machinery or equipment;

**"permanently closed"** means that the facility is not operated for a period of 6 months or more;

**"QA/QC"** means quality assurance/quality control;

**"registered generator"** means a person who is registered as a hazardous waste generator pursuant to Manitoba Regulation 175/87 under *The Dangerous Goods Handling and Transportation Act*, as amended from time to time;

**"Standard Methods for the Examination of Water and Wastewater"** means the most recent edition of Standard Methods for the Examination of Water and Wastewater published jointly by the American Public Health Association, the American Waterworks Association and the Water Environment Federation;

**"Transportation of Dangerous Goods Regulations"** means the *Transportation of Dangerous Goods Regulations*, SOR/2001-286, made under the *Transportation of Dangerous Goods Act, 1992* (Canada), as amended from time to time;

"**used oil**" means oil that through use, storage, handling, defect, damage, expiry of shelf life or other similar circumstances can no longer be used for its original purpose;

"**used oil filter**" means an oil filter containing used oil that through use, storage, handling, defect, damage or other similar circumstances can no longer be used for its original purpose; and

"**wastewater**" means any liquid containing a contaminant as defined in *The Dangerous Goods Handling and Transportation Act*, associated with or resulting from the facility which is discharged into the environment.

### **GENERAL TERMS AND CONDITIONS**

This Section of the Licence contains requirements intended to provide guidance to the Licencee in implementing practices to ensure that the environment is maintained in such a manner as to sustain a high quality of life, including social and economic development, recreation and leisure for present and future Manitobans.

1. The Licencee shall implement a high standard of equipment maintenance and good housekeeping and operational practices with respect to the facility, at all times.
2. In addition to any of the terms or conditions specified in this Licence, the Licencee shall, upon the request of the Director:
  - a) sample, monitor, analyze and/or investigate specific areas of concern regarding any segment, component or aspect of contaminant storage, containment, treatment, handling, disposal or emission systems, for such contaminants or ambient quality, aquatic toxicity, leachate characteristics and discharge or emission rates, for such duration and at such frequencies as may be specified;
  - b) determine the environmental impact associated with the release of any contaminant(s) from the said facility;
  - c) conduct specific investigations in response to the data gathered during environmental monitoring programs; or
  - d) provide the Director, within such time as may be specified, with such reports, drawings, specifications, analytical data, descriptions of sampling and analytical procedures being used, bioassay data, flow rate measurements and such other information as may from time to time be requested.
3. The Licencee shall, unless otherwise specified in this Licence:
  - a) carry out all preservations and analyses on liquid samples in accordance with the methods prescribed in the most current edition of Standard Methods for the Examination of Water and Wastewater or in accordance with equivalent preservation and analytical methodologies approved by the Director;
  - b) carry out all sampling of, and preservation and analyses on, water, soil or air samples in accordance with methodologies approved in writing by the Director;
  - c) have all analytical determinations undertaken by an accredited laboratory; and

- d) report the results to the Director, in writing and in an electronic form acceptable to the Director within 60 days of the samples being taken, or within another time frame as specified by the Director.
4. The Licencee shall, unless otherwise specified by this Licence, retain all records relating to this Licence during the full life of operation of the facility, and after closure, for such period of time as may be specified by the Director. Records may be transferred from their original form to other accepted forms for information storage. These records shall be made available to an Environment Officer upon request.
5. The Licencee shall submit all information required to be provided to the Director or Environment Officer under this Licence, in writing, in such form (including number of copies) and of such content as may be required by the Director or Environment Officer, and each submission shall be clearly labeled with the Licence Number and Client File Number associated with this Licence.
6. The Licencee shall carry out, as deemed necessary by the Director or Environment Officer, any remedial measures or modifications in respect to matters authorized under this Licence.

### **SPECIFICATIONS, LIMITS, TERMS AND CONDITIONS**

#### **Respecting Facility Operations**

7. The Licencee shall operate the facility in accordance with the application dated February 15, 2013 and revised amended proposals dated September 3, 2014, January 20, 2015 and May 5, 2015.
8. The Licencee shall not receive at the facility any hazardous waste other than the types of household hazardous wastes listed in Schedule A of this Licence.
9. The Licencee shall receive at the facility hazardous waste from the general public only and shall not receive any hazardous waste from commercial and industrial generators.
10. Notwithstanding clause 9, the Licence shall receive household hazardous wastes identified as Program Products under the most current version of the Manitoba Product Care Collection Site Guidelines from the commercial generators.
11. The storage quantity for hazardous waste shall not exceed the design storage capacity identified in the revised proposals dated January 20, 2015 and May 5, 2015.
12. The Licencee shall store hazardous waste in the designated location as per the revised layout of the building floor plan drawing (Figure 2) identified in the proposal dated May 5, 2015 or in another layout approved by the Director. The request for changes to the layout shall accompany the revised design drawings and the reason for effecting such changes.

13. The Licencee shall store hazardous waste in a container that must be:
  - a) constructed of a material that is compatible with the hazardous waste being stored;
  - b) corrosion and weather resistant;
  - c) designed and constructed to withstand damage during handling and transportation;
  - d) sealable to prevent the release of its contents and prevent any other substance from entering the container; and
  - e) labelled prominently with a weather resistant label with the name of the hazardous waste in the container.
  
14. The Licencee shall store hazardous waste:
  - a) in single pallet rows not more than 2 drum heights or 240 centimetres in height; and
  - b) with a minimum aisle width between rows of 1 metre.
  
15. The Licencee shall not store household hazardous wastes outside the storage structure of the facility other than for purposes of handling during receiving or shipping operations.
  
16.
  - a) The Licencee shall maintain the facility in a condition capable of retaining any spillage which may occur. Floor drains or catch basins are not permitted in the storage area unless they are connected to an on-site holding tank or sump; and
  - b) The Licencee shall manage all liquids collected in holding tanks or sumps in a manner approved by the Director.
  
17. The Licencee shall inspect the facility on a daily basis and properly manage any unauthorized materials found at the facility by securely storing or removing them from the facility.
  
18. The Licencee shall lock the facility in a manner that prevents unauthorized delivery of household hazardous waste when the trained personnel are not present at the facility.
  
19. The Licencee shall post:
  - a) legible, weatherproof signs at the entrance to the facility identifying the area as a household hazardous waste collection facility; and
  - b) the signs indicate the hours of operation, a contact number and a warning not to leave household hazardous waste at the facility when the trained personnel are not available to accept delivery.
  
20. The Licencee shall initiate and keep available at the facility for inspection by an Environment Officer a written record containing the following information:
  - a) record for all used oil received at the facility. The record shall contain, for each day that used oil is received,
    - i) the date and time of receipt of used oil;
    - ii) the name and address of the person who delivered the used oil; and
    - iii) the quantity of used oil received.
  - b) record for all used oil transferred from the facility. The record shall contain, for each day that used oil is transferred,
    - i) the date and time of transfer of used oil;
    - ii) the registration number or Provincial ID number of the carrier;

- iii) the registration number or Provincial ID number of the receiver; and
- iv) the quantity of used oil transferred.

21. The household hazardous waste that is deemed to be non-program waste as identified in the revised proposal dated January 20, 2015 shall be segregated and disposed of at a facility operating under the authority of a Licence issued pursuant to *The Dangerous Goods Handling and Transportation Act* in Manitoba, or under an approval of similar type in another jurisdiction.
22. The Licencee shall allow transport of all household hazardous wastes received at the facility within 90 days to a recycling or disposal facility operating under the authority of a Licence issued pursuant to *The Dangerous Goods Handling and Transportation Act* in Manitoba, or under an approval of similar type in another jurisdiction where the 90 day period will commence on the date the container is filled.
23. The hazardous waste transported from the facility shall be accompanied by a hazardous waste manifest or a dangerous goods shipping document, as appropriate.
24. The Licencee shall use only licenced carriers to transport hazardous wastes from the facility.

#### **Respecting Manitoba Household Hazardous Waste Stewardship Program Materials**

25. The Licencee shall receive and store household hazardous wastes that are identified as Designated Products under the Manitoba Household Hazardous Waste Stewardship Program in accordance with the most current version of the Manitoba Product Care Collection Site Guidelines and this Licence.

#### **Respecting Used Oil**

26. The Licencee shall store used oil only in the double wall storage tank that has been identified in the amended proposals dated January 20, 2015 and May 5, 2015.
27. The storage tank referred to in Clause 26 shall be situated on an impermeable surface acceptable to the Director.
28. The Licencee shall inspect the storage tank weekly in order that any leakage from the tank into the secondary containment system is detected. Records of these inspections shall be made available to an Environment Officer upon request.
29. The Licencee shall whenever used oil is being transferred to the tank of a vehicle from the storage tank, or any other transfer systems, supervise the transfer at all times and in such a manner that the flow of liquid can be immediately shut off.
30. The Licencee shall visually inspect (for contamination) each individual container of used oil that is accepted at the facility before the contents are transferred to the collection tank.



31. The used oil that is deemed to be contaminated shall be segregated and disposed of at a facility operating under the authority of a Licence issued pursuant to *The Dangerous Goods Handling and Transportation Act* in Manitoba, or under an approval of similar type in another jurisdiction.

#### **Respecting Used Oil Filters**

32. The Licencee shall store used oil filters received at the facility in containers that have a maximum capacity of 205 liters and are designed so that they will contain any used oil which may drain from the filters.

#### **Respecting Waste Lead Acid Batteries**

33. The Licencee shall store the waste batteries on pallets or in tub skids in the following manner:
  - a) if pallets are used, the waste batteries shall be placed on the pallets with a layer of corrugated cardboard or other material which will prevent casing ruptures, placed between successive layers of waste batteries. The full pallet of batteries shall have three layers of batteries and be shrink wrapped with plastic before shipment from the facility; and
  - b) if tub skids are used, the waste batteries shall be placed in acid resistant, leak-proof tub skids.
34. The Licencee shall conspicuously place in the area used for storage of waste batteries effective neutralizing materials, or materials approved by the Director in writing, for the containment or clean up of spills.
35. The Licencee shall in the event of a spill, dispose of the water used to clean up the spill in accordance with applicable regulations.
36. The Licencee shall not allow the inventory of waste batteries at the facility to exceed 750 waste batteries at any one time.

#### **Respecting Biomedical Sharps Waste**

37. The Licencee shall only collect and store biomedical sharps wastes that were deposited directly into impervious, rigid, puncture-resistant containers having tightly secured lids.

#### **Respecting Air Emissions**

38. The Licencee shall not cause or permit a noise nuisance to be created as a result of the construction, operation, or alteration of the facility, and shall take such steps as the Director may require to eliminate or mitigate a noise nuisance.
39. The Licencee shall not cause or permit an odour nuisance to be created as a result of the construction, operation or alteration of the facility, and shall take such steps as the Director may require to eliminate or mitigate an odour nuisance.

### **Respecting Liquid Emissions**

40. Licencee shall direct wastewater collected in holding tanks or sumps to the sanitary sewer system only if the liquid effluents conform to The City of Winnipeg *Sewer By-Law* No. 92/2010, as amended from time to time.

### **Respecting Trained Personnel**

41. The Licencee shall provide and maintain training for all persons who will be assigned duties at the facility in:
- a) *the Transportation of Dangerous Goods Regulations*; and
  - b) the procedures pertaining to the operation of the facility including spill response.

The records of this training shall be made available to an Environment Officer upon request.

42. The trained personnel shall be on site at all times when the facility is open to receive household hazardous waste.

### **Respecting Spills**

43. The Licencee shall, in the case of physical or mechanical equipment breakdown or process upset where such breakdown or process upset results or may result in the release of a contaminant in an amount or concentration, or at a level or rate of release, that causes or may cause a significant adverse effect, immediately report the event by calling 204-944-4888 (toll-free 1-855-944-4888). The report shall indicate the nature of the event, the time and estimated duration of the event and the reason for the event.

44. The Licencee shall, following the reporting of an event pursuant to Clause 43,
- a) identify the repairs required to the mechanical equipment;
  - b) undertake all repairs to minimize unauthorized discharges of a contaminant;
  - c) complete the repairs in accordance with any written instructions of the Director; and
  - d) submit a report to the Director about the causes of breakdown and measures taken, within one week of the repairs being done.

45. The Licencee shall take action to promptly clean up any spill or leakage and repackage the waste if any hazardous waste container leaks, cracks or otherwise causes a spill during loading or unloading. Any material resulting from such a cleanup shall be handled as hazardous waste and shall be packaged and disposed of in accordance with applicable regulations.

46. The Licencee shall equip the facility with spill cleanup equipment and supplies.

### **Respecting Facility Inspection**

47. The Licencee shall conduct regular inspections of the facility to ensure that all pieces of equipment and the storage and treatment operations are operated in a manner that will not negatively impact the environment. Any deficiencies detected during these regular inspections,

that might negatively impact the environment shall be promptly corrected. The inspection must include, as applicable, an observation of:

- a) the condition of every hazardous waste container and all piping and ancillary equipment;
- b) the condition of the secondary containment system and of any other mechanism that prevents the release of hazardous waste; and
- c) any indications of a release of hazardous waste or of any deterioration of containers, piping, ancillary equipment or a secondary containment system that increases the likelihood of a release.

48. The Licencee shall record each inspection required by Clause 47 of this Licence. The record shall include the date of the inspection, the name of the person who conducted the inspection, the observations made by that person during the inspection and recommendations for remedial action and actions undertaken.

### **Respecting Emergency Response**

49. The Licencee shall prepare and maintain an emergency response contingency plan in accordance with the Canadian Centre for Occupational Health and Safety "Emergency Response Planning Guide" or other emergency planning document acceptable to the Director.
50. The emergency response contingency plan shall be designed to minimize hazards from fires, explosions or any unplanned release of hazardous waste or contaminants.
51. A copy of the contingency plan shall be kept on site and emergency response information must be posted in a conspicuous location.

### **Insurance and Financial Assurance**

52. The Licencee shall maintain throughout the term of this Licence:
- a) in the amount of \$50,000.00 Property Insurance;
  - b) in the amount of \$5,000,000.00 General Comprehensive Liability Insurance; and
  - c) in the amount of \$250,000.00 Environmental Impairment Liability Insurance.
53. The Director may, where it is deemed to be in the public interest, require the Licencee to provide financial assurance in the form of a letter of credit, a bond, further insurance, or other form acceptable to the Director in an amount to be determined by the Director. The Director may order forfeiture of this security, either in whole or in part, by giving notice to that effect to the Licencee upon the Director being satisfied that the facility is in breach of any of the terms of this License, or for reimbursement of any costs or expenses incurred by the Province of Manitoba in rectifying environmental damage caused, or contributed to, by the operation of the facility.

### **Respecting Alterations and Decommissioning**

54. The Licencee shall obtain approval in writing from the Director for any proposed alteration to the facility before proceeding with the alteration.

55. The Licencee shall, in the event that the facility is to be permanently closed or is offered for sale, conduct an investigation, to the satisfaction of the Director, to identify any contamination which may have resulted from the operation of the facility.
56. The Licencee shall, where the investigation referred to in Clause 55 of this Licence shows that contamination of the environment has occurred, submit a remediation proposal to the Director and upon approval of this proposal by the Director carry out the required remediation.

### **REVIEW AND REVOCATION**

- A. If, in the opinion of the Director, the Licencee has exceeded, or is exceeding, or has failed, or is failing to meet the specifications, limits, terms, or conditions set out in this Licence, the Director may, temporarily or permanently, revoke this Licence.
- B. If, in the opinion of the Director, new evidence warrants a change in the specifications, limits, terms or conditions of this Licence, the Director may require the filing of a new application pursuant to *The Dangerous Goods Handling and Transportation Act*.

*“original signed by”*

**Tracey Braun, M.Sc.**

Director

*The Dangerous Goods Handling  
and Transportation Act*

**Client File No.: 5638.00**

**Consignor (Generator) Registration No.: MBG13146**

**Consignee (Receiver) Registration No.: MBR30127**

**Schedule "A" to  
City of Winnipeg Brady Road Resource Management Facility  
Licence No. 290 HW**

<b>Household Hazardous Waste</b>
Paint
Flammable Liquids
Used Oil
Used Oil Filters
Flammable Gas
Toxic Materials
Sharps
Corrosive Materials
Automotive Batteries
Lead Acid Batteries