



**Conservation and Water Stewardship**

Environmental Stewardship Division  
Environmental Approvals Branch  
123 Main Street, Suite 160, Winnipeg, Manitoba R3C 1A5  
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www.gov.mb.ca/conservation/eal

**CLIENT FILE NO.: 5743.00**

December 30, 2014

Ms. Dione Cherneski, Chief Administrative Officer  
Rural Municipality of Shell River  
Box 998, 213 2<sup>nd</sup> Avenue  
Roblin MB R0L 1P0

Dear Ms. Cherneski:

Enclosed is **Licence No. 278 HW** dated December 30, 2014 issued to the **Rural Municipality of Shell River** for the operation of a used oil products and materials collection facility ("the facility") known as Shell River – Hillsburg Eco Centre on Lot 1 Plan 31679 in SE 29-26-28 W within the Rural Municipality of Shell River, Province of Manitoba in accordance with the application filed pursuant to *The Dangerous Goods Handling and Transportation Act* dated October 10, 2014.

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 Tim Prawdzik, Environment Officer at 204-622-2123.

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, Director, Environmental Compliance and Enforcement  
Tim Prawdzik, Environmental Compliance and Enforcement (**via email**)  
Public Registries

**NOTE:** Confirmation of Receipt of this Licence No. 278 HW (*by the Licencee 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 January 14, 2015.

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On behalf of the R.M. of Shell River

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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° 278 HW

Issue Date/Date de délivrance December 30 , 2014

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:**

**RURAL MUNICIPALITY OF SHELL RIVER:**  
**"the Licencee"**

for the operation of a used oil products and materials collection facility ("the facility") known as Shell River – Hillsburg Eco Centre on Lot 1 Plan 31679 in SE 29-26-28 W within the Rural Municipality of Shell River, Province of Manitoba in accordance with the application filed pursuant to *The Dangerous Goods Handling and Transportation Act* dated October 10, 2014 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;

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

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

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

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

**"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;

**"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;

**"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;

**"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

**"used oil products and material"** means used oil, used oil filters or used oil containers.

## **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

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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 sampling of, and preservation and analyses on, water, soil or air samples in accordance with methodologies approved in writing by the Director;
  - b) have all analytical determinations undertaken by an accredited laboratory; and
  - c) 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.

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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.
  7. The Director or an Environment Officer, may, without incurring liability for so doing, enter the facility for the purpose of:
    - a) investigating, inspecting and carrying out tests at the facility; and
    - b) examining, making copies of, or taking extracts from any records of the facility pursuant to an investigation, inspection or test under this Licence.
  8. The restrictions and conditions of this Licence are severable. If any restriction or condition of this Licence, or the application thereof, to any circumstances is held invalid, the application of such restriction or condition to other circumstances and the remainder of this Licence shall not be affected thereby.

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

#### **Respecting Facility Operations**

9. The Licencee shall operate the facility in accordance with the application dated October 10, 2014.
10. The Licencee shall not receive hazardous waste other than used oil products and materials at the facility.
11. The Licencee shall not receive at the depot used oil products and material from commercial/industrial generators who are not registered generators.
12. The Licencee shall accept hazardous waste transported to the facility or allow hazardous waste to be transported from the facility, only when the hazardous waste is accompanied by a hazardous waste manifest, or a dangerous goods shipping document, as appropriate.
13. The Licencee shall allow transport of all hazardous waste received at the facility to 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.
14. The Licencee shall use only licenced carriers to transport hazardous wastes from the facility.
15. The Licencee shall lock the facility in a manner that prevents unauthorized delivery of used oil products and materials into the collection containers when the operator or other trained personnel employed by the Licencee is not present at the facility.

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16. 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.
  
  17. a) The Licencee shall maintain the used oil filter and used oil container storage building 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.  
b) The Licencee shall manage all liquids collected in holding tanks or sumps in a manner approved by the Director.
  
  18. The Licencee shall post:
    - a) legible, weatherproof signs at the entrance to the facility identifying the area as a used oil products and materials collection facility; and
    - b) the signs indicate the hours of operation, a contact number and a warning not to leave used oil products and material at the facility when the operator is not available to accept delivery.
  
  19. A copy of this License shall be kept on site at the facility and be available at all times at the request of an Environment Officer.

### **Respecting Used Oil Products and Material**

#### **Respecting Used Oil**

20. The Licencee shall store used oil only in the storage tank that has been identified in the Application dated October 10, 2014.
  
21. The Licencee shall equip the used oil storage area with a containment system that is capable of containing 110 % of the volume of used oil being stored.
  
22. The storage tank referred to in Clause 20 shall be situated on an impermeable surface acceptable to the Director.
  
23. The Licencee shall not store more than 4500 liters of used oil at the facility at any one time.

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24. 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.
  25. The Licencee shall equip the used oil transfer area with a containment system that is capable of containing 110 % of the volume of used oil being transferred.
  26. The used oil transfer area provided immediately adjacent to the storage tank shall be
    - a) properly sized and graded; and
    - b) made of an impermeable material acceptable to the Director.
  27. The Licencee shall whenever used oil is being transferred to or from the tank of a vehicle, or to or 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.
  28. The Licencee shall surround the used oil storage tank and used oil transfer area by a fence with a minimum height of 1.8 meters designed to discourage unauthorized entry. The fenced area must be equipped with a lockable gate.
  29. 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;
      - iii) for commercial carriers, the registration number or Provincial ID number of the carrier;
      - iv) for commercial / industrial generators, the registration number or Provincial ID number of the generator; and
      - v) 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.
  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*

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*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.
33. The Licencee shall store the containers for used oil filters referred to in Clause 32, of this Licence, in a manner which provides protection from precipitation.
34. 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 filters at the facility. The record shall contain, for each day that used oil filters,
    - i) the date and time of receipt of used oil filters;
    - ii) the name and address of the person who delivered the used oil filters;
    - iii)for commercial carriers, the registration number or Provincial ID number of the carrier;
    - iv)for commercial / industrial generators, the registration number or Provincial ID number of the generator; and
    - v) the quantity of used oil filters received.
  - b) record for all used oil filters transferred from the facility. The record shall contain, for each day that used oil is filters transferred,
    - i) the date and time of transfer of used oil filters;
    - 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 filters transferred.

### **Respecting Trained Personnel**

35. 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.

36. The trained personnel shall be on site at all times when the facility is open to receive used oil products and materials.



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**Respecting Spills**

37. 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.
38. The Licencee shall, following the reporting of an event pursuant to Clause 37,
- 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.
39. 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.
40. The Licencee shall equip the facility with spill cleanup equipment and supplies.

**Respecting Facility Inspection**

41. 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;
  - 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; and
  - d) recommendations for remedial action and actions undertaken.
42. The Licencee shall record each inspection required by Clause 41 of this Licence. The record shall include the date of the inspection, the name of the person who conducted the inspection and the observations made by that person during the inspection.

### **Respecting Emergency Response**

43. 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.
44. The emergency response contingency plan shall be designed to minimize hazards from fires, explosions or any unplanned release of hazardous waste or contaminants.
45. 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**

46. 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.
47. 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**

48. The Licencee shall obtain approval in writing from the Director for any proposed alteration to the facility before proceeding with the alteration.
49. 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.
50. The Licencee shall, where the investigation referred to in Clause 49 of this Licence shows that contamination of the environment has occurred, submit a

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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 License, the Director may, temporarily or permanently, revoke this License.
- B. If, in the opinion of the Director, new evidence warrants a change in the specifications, limits, terms or conditions of this License, the Director may require the filing of a new application pursuant to *The Dangerous Goods Handling and Transportation Act*.

*“original signed by”*

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**Tracey Braun, M.Sc.**

Director

*The Dangerous Goods Handling  
and Transportation Act*

**Client File No.: 5743.00**

**Consignor (Generator) Registration No.: MBG13507**

**Consignee (Receiver) Registration No.: MBR30112**