



The Corporation of the Township of Wilmot

60 Snyder's Road West, Baden, Ontario N3A 1A1

Development Services Department
t. 519.634.8444, f. 519.634.5044
building@wilmot.ca

Dear Property Owner:

RE: Septic System Mandatory Maintenance Inspection Program

The Ontario Building Code was amended through Ontario Regulation 315/10 to establish mandatory septic system inspection programs. The Township of Wilmot is implementing its Septic System Mandatory Maintenance Inspection Program (SSMMIP) to meet these provincially mandated requirements.

The Ontario Building Code requires that a septic system maintenance inspection be conducted on all properties identified as a potential threat within a Source Protection Assessment Report approved under the Clean Water Act. The initial inspection must occur within five (5) years of the approval of the Assessment Report and thereafter once every five years.

Your property was identified as a potential threat within the Grand River Source Protection Area Assessment Report which was approved on August 16, 2012. Therefore an initial inspection is required prior to August 15, 2017 and once every five years thereafter.

The goal of the program is to inspect existing septic systems to ensure that they are being operated and maintained in accordance with the Ontario Building Code. The objectives of the maintenance inspection program are to determine proper function, minimum setback requirements, and that there is not an unsafe condition associated with the existing septic system.

The inspection is mostly visual and requires input from property owners with regard to the septic system type, age, location, and past operation. The information is recorded and compiled into a file of the property, a site inspection is conducted and an evaluation of the system performance is determined.

To help reduce some of the costs associated with the preparation for the inspection, the Township of Wilmot has decided to waive the fee for initial inspections occurring in 2015. Additional financial incentives are currently under consideration by the Region of Waterloo and will be announced soon. Septic systems inspected prior the announcement of Regional incentives will still be eligible for any applicable incentives retroactively.

Prior to booking your SSMMIP initial inspection, it will be necessary for you to have your septic tank pumped by a licensed septic hauler. We have attached a 'Septic Tank Pump-out Record' which should be completed by the contractor pumping your tank.

We encourage you to book your SSMMIP initial inspection at your earliest convenience after pumping the tank to ensure that the inspection occurs within 6 months.

In order to book your inspection the Township requires that you complete the attached survey and 'Septic Tank Pump-out Record' and return it to the Development Services Department:

- In person,
- By email: building@wilmot.ca , or
- By regular mail:
Township of Wilmot
Development Services
60 Snyder's Road West,
Baden, ON N3A 1A1

Upon receipt of the information Township staff will contact you to book a mutually agreeable time to complete the initial inspection.

We recognize that these new requirements, stemming from the implementation of the Clean Water Act, may be confusing. Township Staff assure you we are here to assist you in understanding the legislation, the program, and the requirements to ensure your septic system is in compliance prior to August 15, 2017.

Should you have any questions regarding the above, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Gerber". The signature is written in a cursive style with a long horizontal flourish at the end.

Terry Gerber, CBCO
Chief Building Official



The Corporation of the
Township of Wilmot

SEPTIC SYSTEMS SURVEY

60 Snyder's Road West, Baden, Ontario N3A 1A1

Development Services Department
t. 519.634.8444, f. 519.634.5044

Property Address	Inspection # R ____ - ____	Roll # OFFICE USE ONLY
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*PLEASE COMPLETE THE SURVEY AND SUBMIT TO THE DEVELOPMENT SERVICES DEPARTMENT.
AFTER SUBMISSION THE APPLICANT WILL BE CONTACTED TO SCHEDULE THE SEPTIC INSPECTION.*

SEPTIC SYSTEM INFORMATION
(FOR SYSTEMS REGULATED BY PART 1.10, DIV. C OF THE OBC)

OWNER

Name: _____
Telephone Number: _____
Email: _____

SEPTIC SYSTEM LAYOUT (for location purpose)

Simple sketch showing (if applicable) approx. location of the house, septic tank, treatment unit, septic bed, property lines, wells, ponds/streams, other structures in close proximity to the septic system

GENERAL BUILDING INFORMATION

Number of Bedrooms: _____

Number of fixtures:

Toilet/W.C.: _____ Bar Sink: _____

Basin/Lav: _____ Washer: _____

Tub/shower: _____ Laundry Tub: _____

Kitchen Sink: _____

Does a water softener discharge to the septic system?

YES / NO

Does a garburator discharge to the septic system?

YES / NO

Water source: drilled well / dug well / municipal

IMPORTANT! TO BE COMPLETED BEFORE INSPECTION

- ✓ Septic Tank was pumped within last 6 months before the Inspection
- ✓ Septic Tank Pump-out Record is attached to the survey
- ✓ Tank lids to be exposed for the scheduled Inspection

I _____ declare that the information contained in this application and attached documentation is true to the best of my knowledge.

Signature

Date

PLEASE NOTE ADDITIONAL INFORMATION MAY BE REQUIRED UPON COMPLETION OF INSPECTION.

REVISED April 2015



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**SEPTIC TANK
PUMP-OUT RECORD**

60 Snyder's Road West, Baden, Ontario N3A 1A1

Development Services Department
t. 519.634.8444, f. 519.634.5044

Property address: _____

Name of Owner: _____

Pumping date: ____/____/____

Tank type: Septic Tank Holding Tank

Tank material: Concrete Steel Plastic

Tank size: _____

Baffles in place: Yes No

Effluent level: Correct Too Low Too high

Effluent back-up from the leaching bed: Yes No How long: _____

Tank condition: Good Fair Poor

Notes: _____

Pumped by (Company Name): _____

Name of the Person who pumped Tank: _____

Signature: _____