



Government  
of  
Saskatchewan

## PERMIT TO OPERATE WASTE DISPOSAL GROUNDS

Ministry of Environment  
Environmental Protection Branch

Issued pursuant to *The Environmental Management and Protection Act, 2010*, and *The Municipal Refuse Management Regulations*.

File: 24050-50/L/ML/Outlook

PERMIT NO. PO23-030

**To: The Town of Outlook, (the Permittee):**

PURSUANT to Section 7(1) of *The Municipal Refuse Management Regulations*, a permit to operate a waste disposal ground in accordance with **modified** landfill practices located at: **NW ¼ Sec. 11, Twp. 29, Rge. 08, W3rd Meridian**, is issued to the Permittee, subject to the terms and conditions attached to this permit.

This Permit, called Permit PO23-030, takes effect on the **31<sup>st</sup> day of March, 2023** and expires on the **31<sup>st</sup> day of March, 2028**, unless cancelled or suspended before that date. An application for renewal of this permit must be submitted 90 days prior to the expiry date.

This permit supersedes and replaces all other authorizations, approvals and permits previously issued under *The Municipal Refuse Management Regulations* regarding this facility.

Issued on the **30<sup>th</sup> day of March, 2023**

---

Recommended by  
Jade Giroux  
Junior Environmental Protection Officer

---

Rhonda Herzog, Manager Central Region  
Acting for and on behalf of the Minister  
of Environment

## Terms and Conditions

### Section One: Definitions

- 1.1 Subject to Condition 1.2, all words and phrases have the same definitions as set out in ***The Environmental Management and Protection Act (2010)***, and ***The Municipal Refuse Management Regulations***.
- 1.2 In this Permit:
- a) “Act” means ***The Environmental Management and Protection Act, 2010***;
  - b) “Regulation” means ***The Municipal Refuse Management Regulations***;
  - c) “Clean Wood Waste” means trees, brush and limbs, and includes lumber or wood which has not been painted, stained, treated or preserved in any manner or fashion and has any associated hardware removed;
  - d) “Designated Boundaries” means the perimeter of the area of land designated as the waste disposal ground;
  - e) “Expansion” means a horizontal increase outside of the existing approved waste footprint or a volumetric increase of the designed waste disposal capacity.

### Section Two: General

- 2.1 The Permittee shall properly maintain and operate the waste disposal ground in accordance with this permit, the Regulations, and all other Acts and Regulations of the Province of Saskatchewan.
- 2.2 The Permittee shall post a copy of this Permit in a conspicuous place at the waste disposal ground for the Permittee’s waste management personnel. Where not practical, the Permit shall be posted in a conspicuous place at the municipal office and the Permittee shall advise and document that all waste management personnel have been advised of the location and content of the Permit.
- 2.3 Where any submission, notice or reporting (applications for construction, operation or decommissioning, annual reports, written spill reports etc.) is required to be given by the Permittee it shall be provided to:
- Environmental Protection Branch, Central Region, submitted through the ministry’s online portal at <https://envrbrportal.crm.saskatchewan.ca/> or [centre.inquiry@gov.sk.ca](mailto:centre.inquiry@gov.sk.ca).
  - Should any issues be encountered with the online portal submission or any assistance be required in regards to the facility subject to this Permit, please see

<http://www.saskatchewan.ca/business/environmental-protection-and-sustainability/environmental-online-business-portal#step-3>.

**Section Three: Municipal Waste Handling, Treatment and Disposal**

- 3.1 The Permittee shall dispose of all waste within the confines of the waste disposal ground except as otherwise authorized in this approval.
- 3.2 The Permittee shall operate the waste disposal ground in accordance to modified landfill practices as per Section 7 of *The Municipal Refuse Management Regulations*; and as specified in this permit and the approved operations plan.  
This shall include a reasonable waste working face with a minimum compaction and covering of wastes **not less frequently than 3 times per week**.
- 3.3 The Permittee shall take measures to limit the spread of refuse. Every effort must be taken to immediately collect any debris or refuse that has left the designated boundary.
- 3.4 Except as otherwise authorized in this Permit, the Permittee shall not cause or permit the burning of waste at the waste disposal ground.
- 3.5 In the event of an unauthorized fire, the Permittee must take immediate action to extinguish as per the emergency response plan. The Permittee must notify the ministry immediately of the fire by calling the spill report line at **1-800-667-7525** and submit a written report to the **ministry within 30 days** following the incident. This report shall include, at a minimum: site location, description of the incident, emergency response measures, assessment and corrective actions, and actions taken to prevent similar incidents in the future.
- 3.6 The Permittee may burn clean wood wastes at their waste disposal ground provided it is done so in accordance with the following conditions:
- a) clean wood waste and tree products shall be segregated from other types of refuse at the waste disposal ground;
  - b) prior to burning, the Permittee shall inspect the clean wood pile to ensure that it only contains clean wood waste, as defined above, and records that such an inspection was made;
  - c) prior to burning, the Company shall notify the local fire department;
  - d) the Permittee shall only burn clean dry, well aerated wood;
  - e) the Permittee shall not burn during Air Quality Advisories and/or Burn Restrictions;

- f) the Permittee shall only burn in open areas away from overhead wires and branches and at least 15m away from any structure;
- g) the Permittee shall prepare a fire break on the ground at least two meters around the outside diameter of piles;
- h) burning shall be conducted when meteorological conditions are favourable;
- i) the Permittee shall immediately cease burning and suppress a fire if the fire has caused or is causing an air contaminant or adverse effect as defined by *The Environmental Management and Protection Act, 2010*;
- j) the fire shall be supervised and controlled at all times, and shall not be left unattended unless approval from the local fire authority has been received. The Permittee shall ensure that the fire is completely extinguished to ensure smouldering of material does not occur. A buried fire is not considered extinguished. Soaking the material with water is the best method. Ashes should be cold prior to leaving the site;
- k) the Permittee shall have fire suppression equipment present at all times or on standby during any type of open-air burning;
- l) the Permittee shall abide by *The Wildfire Act, 2015* where applicable, and any local by-laws, codes or regulations; and
- m) if elm tree material is accepted for burning, compliance with *The Dutch Elm Disease Regulations, 2005*.

3.7 The Permittee shall dispose of all elm tree material according to Section 9 of *The Dutch Elm Disease Regulations, 2005*. Burning of any elm tree material at a waste disposal ground shall be conducted in accordance with the conditions outlined in section 3.6 of this Permit.

3.8 Pursuant to Section 10 of *The Municipal Refuse Management Regulations* the Permittee shall not allow the disposal of any liquid domestic waste, hazardous substances or waste dangerous goods or other prohibited material at the waste disposal ground, unless otherwise approved in this Permit.

3.9 The Permittee may dispose of selected materials at the facility that may require special handling in accordance to the approved operations plan. The Permittee may temporarily store selected materials for recycling and disposal in accordance to the permittee's approved operations plan.

- 3.10 The Permittee may accept contaminated soil that do not exceed the allowable concentration in accordance with the soils at landfills criteria set out in the Saskatchewan Environmental Quality Guidelines for use as daily or intermediate cover and as authorized for prescribed landfills with engineered containment systems.
- 3.11 The total quantity of contaminated soil, in combination with other industrial waste disposed, shall not exceed **20%** of the annual quantity of waste disposed of at the waste disposal ground.
- 3.12 All leachate and surface/storm water removed from the waste disposal ground shall be analysed as per Appendix B of the Permit and meet the Saskatchewan Environmental Quality Guidelines prior to disposal or discharge unless otherwise approved.
- 3.13 The leachate head on the landfill liner shall be maintained at less than 0.3 meters at all times.
- 3.14 The Permittee shall not discharge or allow the discharge of a substance into the environment in an amount, concentration or level or at a rate of release that may cause or is causing an adverse effect unless expressly authorized.

**Section Four: Supervision, Security, Inspections, Monitoring and Reporting**

- 4.1 The Permittee shall ensure that the waste disposal ground is supervised at all times during hours of operation. When the facility is not supervised, controls shall be put in place to prevent unauthorized access.
- 4.2 Unless otherwise authorized, the Permittee shall ensure that perimeter fencing is constructed along the designated boundaries of the waste disposal ground and maintained in a manner that will prevent unauthorized access.
- 4.3 The Permittee shall maintain signage at the entrance to the waste disposal ground that clearly identifies the waste disposal ground name, the owner, the hours of operation and emergency contact numbers.
- 4.4 The Permittee shall conduct regular inspections of the waste disposal ground in accordance with the approved operations plan and Appendix A of the Permit to confirm ongoing compliance with the day-to-day operation of the waste disposal ground.

- 4.5 The Permittee shall carry out to the maximum extent practical, the reduction, reuse, recycling and recovery of waste being directed to the waste disposal ground.
- 4.6 The Permittee shall ensure the surface water/leachate storage pond is operated and kept below full supply level in accordance with site established normal and minimum freeboard limits unless otherwise approved.
- 4.7 The Permittee shall report all unauthorized discharges and discoveries in accordance with the Discharge and Discovery Reporting Chapter of the Saskatchewan Environmental Code and employ the appropriate emergency response plan where necessary.
- 4.8 The Permittee shall maintain records of the waste disposal grounds operations. All records shall be maintained throughout the life of the facility, and made available to ministry personnel upon request. Records shall be maintained in accordance with the approved operations plan but at minimum shall include:
- a) records of the volume/weight of waste collected **and** remaining capacity in years (estimates can be used);
  - b) description and dates of compaction and covering activities;
  - c) current site diagram, showing location of major features of the waste disposal ground;
  - d) records of asbestos disposal, (if applicable) including surveyed burial locations and disposal dates;
  - e) inspections completed in accordance with Appendix A;
  - f) dates of clean wood burns;
  - g) monitoring logs, including but not limited to well logs, leachate management records, gas management records, storm water management records;
  - h) date and sign-off of annual review of operations plan and the emergency response plan; and
  - i) records of volume/waste of compost material sold, given away or used on-site, including the analytical results of the compost quality.
- 4.9 The Permittee shall conduct an environmental monitoring and reporting program in accordance with the waste disposal ground approved operations plan and/or appendix B.
- a) The program and reporting shall be conducted under the supervision of a competent person.

- b) The program shall include a Quality Assurance / Quality Control program including, but not limited to the use of a certified lab and duplicate samples.
  - c) The report shall include data interpretation and results trend analysis including any recommendations and further actions.
- 4.10 Monitoring wells shall be maintained in a secure and locked manner to prevent tampering and damage.
- 4.11 The Permittee shall submit an annual operating report to the ministry by April 1<sup>st</sup> of each year. The report shall include information as outlined in **section four** of this permit.
- 4.12 The Permittee shall notify the ministry of emergencies and urgent upset conditions as soon as possible as per the approved operations plan. The Permittee shall notify the ministry by calling the Client Service Office at 1-800-567-4224 or notifying the site's assigned Environmental Protection Officer.

**Section Five: Alterations**

- 5.1 Subject to section 5.2, the Permittee shall not carry out major alterations, including an expansion (see section one definitions) of the waste disposal ground, without first notifying the ministry and receiving approval pursuant to Section 7(5) of *The Municipal Refuse Management Regulations*.
- 5.2 Notwithstanding section 5.1, the Permittee may in an emergency carry out such alterations at their own discretion in order to protect persons, property and the environment without prior notification of the ministry, providing:
- a) the ministry is notified within 24 hours of the alteration(s) carried out;
  - b) full details of the alteration are submitted to the ministry for approval within seven (7) days; and
  - c) the Permittee recognizes the ministry may require changes to the alterations following a review of the submitted information.
- 5.3 The Permittee shall provide final plans and specifications of alterations referred to in section 5.1 and 5.2 to the ministry within ninety (90) days of their completion.

**Section Six: Waste Disposal Ground Closure, Reclamation**

6.1 The Permittee shall apply for written approval from the ministry to close the waste disposal ground at least 90 days prior to the requested closure date. Closure and decommissioning activities shall follow requirements in the Site Assessment and Corrective Action Plan Chapters of the Saskatchewan Environmental Code.

**Section Seven: Additional Requirements**

- 7.1 The Emergency Response Plan shall be reviewed by the Permittee annually and updated as required. Changes to the plan shall be submitted to the ministry for review and approval.
- 7.2 The Operations Plan shall include information that addresses, but is not limited to the site operation including:
- a) operational procedures such as waste control, surface water management and nuisance controls;
  - b) design criteria including maximum waste elevation for final cover and the maximum freeboard;
  - c) an animal management plan;
  - d) details on keeping and maintaining operating records;
  - e) a program for detecting and preventing the disposal of hazardous and unauthorized wastes;
  - f) waste acceptance and placement procedures within the active landfill area;
  - g) a monitoring and maintenance program;
  - h) a surface and groundwater management and monitoring program including compliance levels;
  - i) a remediation plan to deal with groundwater quality deterioration;
  - j) a leachate monitoring and management program including, but not limited to compliance levels, and maintaining leachate head on the liner of less than 0.3 meters;
  - k) information as required in Appendix A; and
  - l) any other matter or thing which could affect the operation of the waste disposal ground.
- 7.3 The Operations Plan shall be reviewed by the Permittee annually and updated as required. Changes to the plan shall be submitted to the ministry for review and approval.



7.4 The Permittee shall have in place a Decommissioning and Reclamation Plan for the whole site that is satisfactory to the minister.

In addition to the overall Decommissioning and Reclamation Plan for the whole site, a Decommissioning and Reclamation Plan for the historic cells that is satisfactory to the minister must be submitted to the ministry for review and approval.

7.5 The plan shall include information that addresses but is not limited to:

- a) physical closure steps i.e.: interim cover, litter clean up, and removal of temporary storage areas;
- b) remaining life expectancy of the facility;
- c) proposed engineered design and drawings of final waste elevation including side slopes and final cover system;
- d) progressive closure details if applicable;
- e) decommissioning of supporting infrastructure such as buildings, leachate and surface water ponds;
- f) proposed post closure care including environmental monitoring, inspections, and reporting; and
- g) any other matter or thing which could affect the closure of the waste disposal grounds.

The plan shall be reviewed by the Permittee every **five years** or as alterations occur at the site.

7.6 The Permittee shall operate the compost pile in accordance with the approved Operations plan or applicable regulations. The Compost shall meet the quality criteria as defined in the Canadian Council of Minister of the Environment (CCME) *Guidelines for Compost Quality*.

**APPENDIX A**  
**Town of Outlook Waste Disposal Ground**  
Operating Permit No. PO23-030

**Schedule for Environmental Inspections and Maintenance\*\***

1. Inspect facility in accordance to the approved operations plan.
2. The inspection shall include at a minimum:
  - inspecting fencing and repairing any holes, breaks, or other damage to the fence;
  - retrieving any debris that has left the confines of the waste disposal ground and associated debris fencing;
  - inspecting all access roads and recording evidence of illegal dumping outside the facility;
  - identifying and blockading any alternate roadways that may access the facility by bypassing the locked gate;
  - checking records and ensuring reporting requirements are being met;
  - inspecting the hazardous substances and waste dangerous goods storage area, recording the status of container recycling storage and noting any evidence of spills;
  - inspecting any leachate/surface water containment ponds;
  - identifying any ponded/standing water on site;
  - inspecting the site for evidence of any unauthorized discharge; and
  - inspecting monitoring wells for security and integrity.

\*\*Once a deficiency is noted, maintenance is to be performed as soon as practical in order to maintain permit conditions and proper operating standards.

All environmental inspections and records shall be maintained throughout the life of the facility and made available to ministry officials upon request.

**APPENDIX B**  
**Town of Outlook Waste Disposal Ground**  
Operating Permit No. PO23-030

**Environmental Sampling Schedule**

LOCATION	PARAMETERS	FREQUENCY	
<b>Upstream Wells</b>	<b>Water Elevation</b>		
	<b>General and Inorganic Parameters</b> Temperature, Dissolved Oxygen, pH, Conductivity, Redox Potential, Alkalinity, Ammonia, TKN, TDS, Hardness (CaCo3)	Annually	
	<b>Major Ions</b> Chloride, Calcium, Magnesium, Nitrate-N, Nitrite – N, Potassium, Sodium, Sulphate	Annually	
	<b>Other Organics</b> Dissolved Organic Carbon (DOC), Total Organic Carbon (TOC), Total Phosphorus (TP)	Annually	
	<b>Total Metals</b> Aluminium, Antimony, Arsenic, Barium, Beryllium, Boron, Cadmium, Calcium, Chromium, hex. Chromium, Cobalt, Copper, Iron, Lead, Lithium, Manganese, Mercury, Molybdenum, Nickel, Selenium, Silicon, Silver, Strontium, Thallium, Tin, Titanium, Uranium, Vanadium, Zinc	Annually	
	<b>Downstream Wells</b>	<b>Water Elevation</b>	
		<b>General and Inorganic Parameters</b> Temperature, Dissolved Oxygen, pH, Conductivity, Redox Potential, Alkalinity, Ammonia, TKN, TDS, Hardness (CaCo3)	Spring and Fall
		<b>Major Ions</b> Chloride, Calcium, Magnesium, Nitrate-N, Nitrite – N, Potassium, Sodium, Sulphate	Spring and Fall
<b>Other Organics</b> Dissolved Organic Carbon (DOC), Total Organic Carbon (TOC), Total Phosphorus (TP)	Spring and Fall		

<b>Downstream Wells Continued</b>	<b>Total Metals</b> Aluminium, Antimony, Arsenic, Barium, Beryllium, Boron, Cadmium, Calcium, Chromium, hex. Chromium, Cobalt, Copper, Iron, Lead, Lithium, Manganese, Mercury, Molybdenum, Nickel, Selenium, Silicon, Silver, Strontium, Thallium, Tin, Titanium, Uranium, Vanadium, Zinc	Spring and Fall (initially)
	<b>Volatile Organic Compound (VOC) Parameters</b> Tetrachloroethylene (PCE), Trichloroethylene Bromodichloromethane, Bromoform, Bromoethane, Carbon tetrachloride, Chlorobenzene, Chlorodibromomethane, Chloroethane, 1,2-dibromoethane, Dichlorobenzene, Dichloroethane, Dichloromethane, 1,2-dichloropropane, 1,3-dichloropropene (cis, trans), Methyl methacrylate, Methyl-tert-butylether (MTBE), Styrene, Tetrachloroethane, Tetrachloroethene, Trichlorobenzene, Trichloroethane, Trichlorofluoromethane, Trimethylbenzene, Vinyl Chloride	Spring and Fall (initially)
	<b>Petroleum Hydrocarbons (PHCs)</b> Benzene, Toluene, Ethylbenzene, Xylenes, PHC-F1, F2, F3, F4	Spring and Fall (initially)
	<b>Polycyclic Aromatic Hydrocarbons (PAHs)</b> 2-Methylnaphthalene, Acenaphthene, Acenaphthylene, Acridine, Anthracene, Benzo(a)anthracene, Benzo(a)pyrene, Benzo(b,j)fluoranthene, Benzo(c)phenanthrene, Benzo(e)pyrene, Benzo(g,h,i)perylene, Benzo(k)fluoranthene, Benzo(a)pyrene equivalency, Chrysene, Dibenzo(a,h)anthracene, Fluoranthene, Flueorene, Indeni(1,2,3-cd)pyrene, Naphthalene, Perylene, Phenanthrene, Pyrene, Quinoline.	Annually (spring)
<b>Surface Water Irrigation Canal</b>	<b>Volume removed from site</b> Must meet SEQG/SWQO unless otherwise approved	Before discharge/or at least annually
	<b>General and Inorganic Parameters</b> Temperature, Dissolved Oxygen, pH, Conductivity, Alkalinity, Ammonia, TKN, TDS, Hardness (CaCo3)	

<p><b>Surface Water Irrigation Canal Continued</b></p>	<p><b>Major Ions</b> Chloride, Calcium, Magnesium, Nitrate-N, Nitrite – N, Potassium, Sodium, Sulphate</p> <p><b>Other Organics</b> Biological Oxygen Demand (BOD), Chemical Oxygen Demand (COD), Dissolved Organic Carbon (DOC), Total Organic Carbon (TOC), Total Phosphorus (TP)</p> <p><b>Total Metals</b> Aluminium, Antimony, Arsenic, Barium, Beryllium, Boron, Cadmium, Calcium, Chromium, hex. Chromium, Cobalt, Copper, Iron, Lead, Lithium, Manganese, Mercury, Molybdenum, Nickel, Selenium, Silicon, Silver, Strontium, Thallium, Tin, Titanium, Uranium, Vanadium, Zinc</p>	<p>Before discharge/or at least annually</p>
<p><b>Landfill Leachate</b></p>	<p><b>Leachate volume removed from site</b> (Sample from Pipe A – Header Pipe <u>and</u> representative from pond when commissioned)</p> <p><b>General and Inorganic Parameters</b> Temperature, Dissolved Oxygen, pH, Conductivity, Alkalinity, Ammonia, TKN, TDS, Hardness (CaCo3), Chemical Oxygen Demand</p> <p><b>Major Ions</b> Chloride, Calcium, Magnesium, Nitrate-N, Nitrite – N, Potassium, Sodium, Sulphate</p> <p><b>Other Organics</b> Dissolved Organic Carbon (DOC), Total Organic Carbon (TOC), Total Phosphorus (TP)</p> <p><b>Total Metals</b> Aluminium, Antimony, Arsenic, Barium, Beryllium, Boron, Cadmium, Calcium, Chromium, hex. Chromium, Cobalt, Copper, Iron, Lead, Lithium, Manganese, Mercury, Molybdenum, Nickel, Selenium, Silicon, Silver, Strontium, Thallium, Tin, Titanium, Uranium, Vanadium, Zinc</p>	<p>Site specific, before removal or at least annually</p>

<p><b>Landfill Leachate Continued</b></p>	<p><b>Volatile Organic Compound (VOC) Parameters</b>                  Tetrachloroethylene (PCE), Trichloroethylene                  Bromodichloromethane, Bromoform,                  Bromoethane, Carbon tetrachloride,                  Chlorobenzene, Chlorodibromomethane,                  Chloroethane, 1,2-dibromoethane,                  Dichlorobenzene, Dichloroethane,                  Dichloromethane, 1,2-dichloropropane, 1,3-                  dichloropropene (cis, trans), Methyl methacrylate,                  Methyl-tert-butylether (MTBE), Styrene,                  Tetrachloroethane, Tetrachloroethene,                  Trichlorobenzene, Trichloroethane,                  Trichlorofluoromethane, Trimethylbenzene, Vinyl                  Chloride</p> <p><b>Petroleum Hydrocarbons (PHCs)</b>                  Benzene, Toluene, Ethylbenzene, Xylenes, PHC-                  F1, F2, F3, F4</p> <p><b>Polycyclic Aromatic Hydrocarbons (PAHs)</b>                  2-Methylnaphthalene, Acenaphthene,                  Acenaphthylene, Acridine, Anthracene,                  Benzo(a)anthracene, Benzo(a)pyrene,                  Benzo(b,j)fluoranthene, Benzo(c)phenanthrene,                  Benzo(e)pyrene, Benzo(g,h,i)perylene,                  Benzo(k)fluoranthene, Benzo(a)pyrene                  equivalency, Chrysene, Dibenzo(a,h)anthracene,                  Fluoranthene, Flueorene, Indeni(1,2,3-cd)pyrene,                  Naphthalene, Perylene, Phenanthrene, Pyrene,                  Quinoline.</p>	<p>Site                  specific,                  before                  removal or                  at least                  annually</p>
---	--	--

**Note:**

1. The above is the approved environmental monitoring plan provided by the qualified person. Changes to the monitoring program can be made **upon ministry approval**.
2. New established landfills shall have bi-annual sampling for a minimum of four years unless otherwise approved (subject to condition 1).
3. In Monitoring wells - Metals and VOC parameters shall be a minimum of every three years after background is established (subject to condition 1)
4. The environmental sampling program shall include appropriate QA/QC related to field procedures and sampling as well as laboratory procedures.