

January 25, 2024

RE: Sewage System Program 2024 – Algoma Public Health

Thank you for the continued collaboration with our Agency. We would like to provide some information for the 2024 Sewage System Season.

We wish to advise that our fees for services will be increasing for the 2024 year, however, our Agency has conducted a costing review with these increased costs and have determined that the increase will allow the program to continue to operate within the cost recovery as stated in the Act/Code. This increase has come into effect January 1, 2024. We have provided you with a copy and it is also available on our website.

As in previous years, we are still experiencing a workforce decline for the Sewage System (Part 8) program. Please be advised that same day or next day response for inspections and/or site meetings may not occur as frequently as in past. Planning ahead for inspections/site meetings with the sewage system inspectors would be greatly appreciated.

2024 Coverage Area by Inspector:

SAULT STE. MARIE to WHITE RIVER

Melissa Francella	Mobile: 705-255-2361
mfrancella@algomapublichealth.com	Office: 705-942-4646; 3283

ECHO BAY to ELLIOT LAKE

Adam King	Mobile:
aking@algomapublichealth.com	Office: 705-942-4646; 3112

Sewage System Applications

- Please ensure **all** information on the [application](#) is complete. Ensure email address for owner is clearly written for distribution of permits once approved.
- We require roll number and legal description on all applications. This information can be found on all property tax documents. If no roll number provided due to creation of new lot then please provide neighboring roll number for filing purposes.
- Test holes are required at all sites unless you have spoken to the area inspector concerning the site.
- Please drop off or email your completed application to any of our health unit offices or email ehclerical@algomapublichealth.com.

Blind River
P.O. Box 194
9B Lawton Street
Blind River, ON P0R 1B0
Tel: 705-356-2551
TF: 1 (888) 356-2551
Fax: 705-356-2494

Elliot Lake
ELNOS Building
302-31 Nova Scotia Walk
Elliot Lake, ON P5A 1Y9
Tel: 705-848-2314
TF: 1 (877) 748-2314
Fax: 705-848-1911

Sault Ste. Marie
294 Willow Avenue
Sault Ste. Marie, ON P6B 0A9
Tel: 705-942-4646
TF: 1 (866) 892-0172
Fax: 705-759-1534

Wawa
18 Ganley Street
Wawa, ON P0S 1K0
Tel: 705-856-7208
TF: 1 (888) 211-8074
Fax: 705-856-1752

Final Inspections

- Every sewage system installation must be inspected prior to backfilling. Notify the inspector of any planned installations in order to ensure inspection occurs in a timely manner.
- **Covering the system and taking pictures is not going to be accepted and the installer will be required to uncover the system.**

Installer Information

- All Building Code Identification Numbers (i.e., license) must be current on the Ministry of Municipal Affairs and Housing database QUARTs.
- Email will be used as the preferred delivery method for all approved applications, permits, receipts, etc. on files unless otherwise stated.
- If you are unsure about your BCIN status, please reach out to the Ministry of Municipal Affairs and Housing for assistance.

Fees

- For the 2024 Sewage System Program season there will be a fee increase, please view by visiting our website.
- Applications will not be reviewed, nor site visits will occur until payment is received by our office. If an installer wishes to meet onsite, the application can be provided to the inspector and payment must be received on the same day or next day for the file to be processed.
- Payment can be received by cash, cheque (made payable to Algoma Public Health) or credit card. Preferred method is by credit card.
- For payments over the phone with a credit card, please call the Environmental Health team at 705-759-5286 or visit one of our office locations.

Land Use Applications:

- Please ensure all land use applications are received prior to Council meetings, we require a fee for these applications to be processed and will not submit notice of decision until payment is received.
- Performance Level Reviews are not only for additions within a dwelling but also for additions of accessory buildings and dwellings onto a property. We encourage all planning boards to advise owners to seek our confirmation of the addition to ensure the addition will not interfere with the existing system but also that the space being used for the addition will not be needed for a replacement sewage system in the future.

We wish to thank you for your patience and support moving forward and if you have any questions or concerns, please reach out.

Thank you.



Virginia Huber, CPHI(C)
Chief Building Official

**ALGOMA PUBLIC HEALTH
SEWAGE SYSTEM PERMIT FEE STRUCTURE
As amended on October 25, 2023**

**SCHEDULE A
By-law 2006-01**

Septic System	2024
Class 2 - Greywater System (leaching pit)	\$360
Class 3 - Cesspool System	\$360
Class 4 – Leaching Bed System (septic tank and leaching bed)	\$1140
Class 4 - Tank Replacement	\$450
Class 4 - Leaching Bed Replacement/Alteration	\$780
Class 5 - Holding Tank System	\$1080
Sewage System Demolition/Decommissioning	\$180
Transfer of Permit	\$120
Revision to Permit (no inspection required)	\$180
Revision to Permit (inspection required)	\$420
File Search Request (copy of permit on file) - by owner	\$40
File Search Request* (copy of permit on file) - other	
Greater than 5 business days notice	\$150
Less than 5 business days notice	\$240
*File Searches completed by Lawyers / Real Estate Agents only if they are agents for the current property owner	

Performance Level Review / Building Permit Application Review (existing development requiring APH review)	\$100.00
Performance Level Review (file review, site inspection and report)	\$200.00
Pre-development Audit (new construction - report of limitations of the site)	\$100.00
Consent to Sever / Minor Variance / Zoning per application (see below for explanation)	\$500 minimum Additional \$250/lot over 2 lots
Applications for Subdivision	\$1000 minimum Additional \$50/lot over 10 lots
Extra-ordinary fees such as travel expenses or peer review of technical documentation	Full cost recovery

Exemptions for Severance Applications:

Unless exempted below, each application for consent, severance, minor variance, zoning amendment, will be as listed in the above fee schedule.

Lot fees are exempt under the following conditions:

1. The property is served by a sewage works designed for a daily sewage flow in excess of 10,000 litres per day, which has been, or requires approval by the Ministry of Environment, Conservation and Parks (MECP) under the Ontario Water Resources Act.
2. Any lot municipally serviced (sewer and water), with a letter stating services are available from the municipality.
3. Any parcel which comprises, or will comprise, part of a public highway.
4. Any lot or property transfer which is for the purposes of an easement, unless the easement is for the purpose of permitting the installation of a sewage system, <10,000 litres per day.
5. An application for a re-zoning or minor variance on a parcel for which a consent to sever fee had been collected during the same construction year.