



Instructions for Applicants

The Saskatoon Landfill does not accept contaminated soil for disposal; however, it does accept 'clean fill' for the use as daily and intermediate cover at no charge. 'Clean fill' is defined by the City of Saskatoon (COS) as soil materials that do not contain any foreign debris (such as but not limited to wood, stumps, branches, concrete, asphalt, metal, plastics, ceramics and masonry materials, rocks greater than 6 inches in diameter, and refuse) and have chemical concentrations of regulated substances below applicable provincial criteria. These regulated substances include petroleum hydrocarbons (eg: fuel, oils, hydraulic fluid, etc), polycyclic aromatic hydrocarbons (ash, cinders, coal slag, etc), polychlorinated biphenyls (transformer fluids), heavy metals (arsenic, cadmium, chromium, lead, mercury), chlorides, and volatile organic compounds (dry cleaning chemicals, pesticides, etc).

Any clean fill soil delivery to the Saskatoon Landfill that exceeds one load from a single source site must have prior approval from the Environmental & Corporate Initiatives Division (ECI) in order to ensure that the materials meet the Landfill Maximum Allowable Concentrations for Daily and/or Intermediate Cover Criteria as set by the Saskatchewan Ministry of Environment in their Saskatchewan Environmental Quality Guidelines. Any chemical substance that is present within the soil that is not explicitly indicated above will be considered on a case by case basis. The approval process is as follows:

- 1) Single clean fill loads from residential sites or single loads from private citizens are exempt from the application process.
- 2) For soil deliveries that exceeds the quantity stated in Step 1), contact the ECI Division Soils Engineer with the following information regarding the soil to be delivered to the Landfill:
 - a. Site origin with current and historical land use;
 - b. Soil texture (eg: sand, clay, gravel, top soil, till, sand-silt-clay mixture, etc);
 - c. Soil releaser and soil hauler;
 - d. Quantity (volume or mass) of soil to be delivered;
 - e. Potential regulated substances present within the soil; and
 - f. Timeline and hauling logistics of the soil delivery.
- 3) Following soil pre-screening, the Soils Engineer may verbally approve the delivery of the soil if no risks are identified and the amounts to be delivered fit within regular landfill operations (ie: soil delivery of less than 10 loads per day from a single source site with no potential presence of regulated chemicals). If verbal approval is not given, the Soils Engineer will outline the subsequent required steps for soil delivery. The Soils Engineer may offer feedback on any soil analysis that may be required and/or logistical requirements of the soil delivery.
- 4) If the soil delivery exceeds 10 loads per day from a single source site, or if the soil has the potential of containing regulated chemicals, the attached Soil Delivery Application will be required to be filled out and returned to ECI. Attach any relevant documents and soil sampling information pertaining to the soil to be delivered along with the completed form. This includes:
 - a. An environmental sampling report completed by a licenced engineering consultant and/or a chemical analysis report in the form of a Certificate of Analysis issued by an accredited laboratory;
 - b. Soil sampling protocol used; and
 - c. Map and/or drawing of the soil origin site.

Note that the ECI Division may require further testing and analysis undertaken at the applicant's expense. Allow a minimum of two business days for approval process.



- 5) Written notification in the form of an email will be sent once the application has been processed indicating whether or not the material will be accepted at the Saskatoon Landfill. Soil Tracking and Disposal tickets will be issued if:
 - a. The soil contains elevated and/or unnatural concentrations of regulated substances; and/or
 - b. The total soil quantity consists of a delivery of more than 10 loads per day from a single source site (approximately 100 to 200 tonnes, or 60 to 120m³) regardless of size of truck.
- 6) The Soil Tracking and Disposal tickets will consist of a Soil Tracking number that is assigned to the soil delivery project. They will also include the applicants Landfill Account number. Each individual load will be charged to the account number for tracking purposes. Applicants without an existing account number will need to sign up for one by calling 306-975-2486.
- 7) Soil deliveries that exceed a total of 1000 tonnes (or 1600 m³) from a single source site will require a separate account number to be created for that particular project. Any soil delivered under the application will require a ticket for a successful delivery. Tickets are to be given to the scale attendant in order to gain access to the landfill.
- 8) Note that all soil accepted at the landfill must be free of debris, concrete, rubble, wood, bricks, branches, rebar, metal, large rocks greater than 6 inches in diameter, etc. The landfill staff reserves the right to refuse the load or impose additional charges if any of these materials are found in the soil. Any material that is not soil will not be accepted through this application and ticketing process. Contact the Public Works Division for all other waste disposal inquiries.
- 9) All Municipal, Provincial, and Federal regulations shall be followed when hauling soil.

Soil Delivery Application

Contact Information:

	Soil Generator / Owner	Soil Hauler	Soil Releaser (Environmental Consultant)
Company Name			
Contact Name			
Phone Number			
Email			
Mailing Address			
Landfill Account #			

Site Information:

Site Name & Owner: _____	Site Location: _____
Current Site Use: _____	
Historical Site Use: _____	
Adjacent Properties: _____	

Soil Description:

Soil texture: _____	Potential Regulated Substances: _____
Soil Quantity (tonnes or m ³): _____	Number or Loads to Landfill: _____
Date(s) of delivery: _____	Truck type: Tandem / End Dump / 6 axles / Other _____
Attachments (check all that apply): Environmental report <input type="checkbox"/> Lab analysis <input type="checkbox"/> Chain of custody form <input type="checkbox"/> Sampling protocols <input type="checkbox"/> Map/drawing <input type="checkbox"/> <i>All testing is subject to the approval of the Environmental and Corporate Initiatives Division. Additional testing may be conducted at the expense of the generator. The City of Saskatoon reserves the right to conduct site inspections of the clean fill source location to ensure validity of this application.</i>	

I hereby certify that that the above and/or attached description is complete and accurate and to the best of my knowledge that no deliberate or wilful omissions of compositions or properties exist, that all known suspected hazards have been disclosed, that any other contaminants not detailed above and/or in the attached are present in such a level that material limits fall within the acceptable City of Saskatoon guidelines for acceptance of clean fill.

Name (please print)	Date	Company	Signature
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SOIL CONTAINING ELEVATED OR UNNATURAL CONCENTRATIONS OF REGULATED SUBSTANCES WILL NOT BE ACCEPTED AT THE CITY OF SASKATOON LANDFILL WITHOUT A VALID TRACKING NUMBER (I.E. SOIL TICKET) FOR EACH SOIL DELIVERY PROJECT. PROJECT NUMBERS WILL BE PROVIDED TO SUCCESSFUL APPLICANTS.



For Office Use Only:

Soil Classification:	CLEAN FILL	CLEAN FILL WITH IMPACTS	UNACCEPTABLE
Landfill Notified: <input type="checkbox"/>	Method of Notification:	Phone / Email	Date: _____
Contact: _____		Position: _____	
Delivery Constraints: _____			
Soil Tickets Issued: Yes / No	Account Number: _____	Tracking Number: _____	
Environmental and Corporate Initiatives Division Approval:			
Name	Date	Position	Signature