

**Ministry of the  
Environment,  
Conservation and Parks**

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**Ministère de l'Environnement,  
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January 12, 2021

**Sent by Email: [dsauriol@lvtownship.ca](mailto:dsauriol@lvtownship.ca)**

Dean Sauriol  
Chief Administrative Officer  
The Corporation of the Township of Laurentian Valley  
460 Witt Rd  
Laurentian Valley, Ontario  
K8A 6W5

Dear: Dean Sauriol

Re: 2020-21 Inspection Report

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The enclosed report documents findings of the inspection that was performed at the Laurentian Valley Distribution System on October 21, 2020.

Two sections of the report, namely “Non-compliance with Regulatory Requirements and Actions Required” and “Summary of Recommendations and Best Practice Issues”, if found, may cite due dates for the submission of information or plans to my attention.

Please note that “Non-compliance with Regulatory Requirements and Actions Required” are linked to incidents of non-compliance with regulatory requirements contained within an act, a regulation, or site-specific approvals, licenses, permits, orders, or instructions. Such violations may result in the issuance of mandatory abatement instruments which could include orders, tickets, penalties, or referrals to the ministry’s Environmental Enforcement and Compliance Office.

“Summary of Recommendations and Best Practice Issues” convey information that the owner or operating authority should consider implementing in order to advance efforts already in place to address such issues as emergency

preparedness, the fulsome availability of information to consumers, and conformance with existing and emerging industry standards. Please note that items which appear as recommended actions do not, in themselves, constitute violations.

In order to measure individual inspection results, the ministry continues to adhere to an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal/external risk experts. The Inspection Rating Record (IRR), appended to the inspection report, provides the ministry, the system owner and the local Public Health Unit with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. Please note the IRR methodology document, also appended to the inspection report, describes how the risk model was improved to better reflect any health related and administrative non-compliance issues that may be cited in our inspection reports. IRR ratings are published in the ministry's Chief Drinking Water Inspector's Annual Report. If you have any questions or concerns regarding the rating, please contact Charlie Primeau, Water Compliance Supervisor, at 613-277-3727.

Section 19 of the Safe Drinking Water Act, 2002 (Standard of Care) cites a number of obligations of individuals who exercise decision-making authority over municipal drinking water systems. The ministry encourages individuals, particularly municipal councilors, to take steps to be well informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings.

Thank you for the assistance afforded to me during the conduct of the compliance assessment. Should you have any questions regarding the content of the enclosed report, please do not hesitate to contact me.

Yours truly,

Karine Bourgon  
Water Inspector  
Ministry of the Environment, Conservation and Parks  
Drinking Water and Environmental Compliance Division  
Ottawa District Office  
Fax: 613-521-5437 Email: [karine.bourgon@ontario.ca](mailto:karine.bourgon@ontario.ca)

Enclosure

- ec: Mark Behm, Public Works Manager, Township of Laurentian Valley
- Claus Trost, Water Quality Analyst, Township of Laurentian Valley
  - Randy McLaren, Pembroke District Manager, Ministry of Natural Resources and Forestry
  - Dan Tantalo, Manager, Environmental Health, Renfrew County & District Health Unit
  - Charlie Primer, Water Compliance Supervisor, MECP
- c: File SI-RE-LV-WI-540 (2020-21)



**Ministry of the Environment, Conservation and Parks**

**LAURENTIAN VALLEY DISTRIBUTION SYSTEM  
Inspection Report**

<b>Site Number:</b>	260007465
<b>Inspection Number:</b>	1-NWU7C
<b>Date of Inspection:</b>	Oct 21, 2020
<b>Inspected By:</b>	Karine Bourgon

**Table of Contents:**

<b>OWNER INFORMATION</b>	<b>2</b>
<b>CONTACT INFORMATION</b>	<b>2</b>
<b>INSPECTION DETAILS</b>	<b>2</b>
<b>COMPONENTS DESCRIPTION</b>	<b>2</b>
<b>INSPECTION SUMMARY</b>	<b>4</b>
Introduction	4
Treatment Processes	5
Treatment Process Monitoring	5
Distribution System	5
Operations Manuals	6
Logbooks	7
Contingency/Emergency Planning	7
Consumer Relations	7
Certification and Training	7
Water Quality Monitoring	8
Water Quality Assessment	9
Reporting & Corrective Actions	9
<b>NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED</b>	<b>10</b>
<b>SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES</b>	<b>11</b>
<b>SIGNATURES</b>	<b>12</b>
<b>APPENDIX A - INSPECTION RATING RECORD AND METHODOLOGY</b>	
<b>APPENDIX B - DRINKING WATER LICENCE AND WORKS PERMIT</b>	
<b>APPENDIX C - STAKEHOLDER APPENDIX</b>	

## OWNER INFORMATION:

**Company Name:** LAURENTIAN VALLEY, THE TOWNSHIP OF  
**Street Number:** 460 **Unit Identifier:**  
**Street Name:** WITT Rd  
**City:** PEMBROKE  
**Province:** ON **Postal Code:** K8A 6W5

## CONTACT INFORMATION

**Type:** Owner **Name:** Dean Sauriol  
**Phone:** (613) 735-6291 xx206 **Fax:** (613) 735-5820  
**Email:** dsauriol@lvtownship.ca  
**Title:** Chief Administrative Officer, Township of Laurentian Valley

**Type:** Owner **Name:** Mark Behm  
**Phone:** (613) 735-6291 x216 **Fax:** (613) 735-5820  
**Email:** mbehm@lvtownship.ca  
**Title:** Public Works Manager

**Type:** Main Contact **Name:** Claus Trost  
**Phone:** (613) 735-6291 **Fax:** (613) 735-5820  
**Email:** ctrost@laurentianvalleytwsp.on.ca  
**Title:** Water Quality Analyst, Township of Laurentian Valley

## INSPECTION DETAILS:

**Site Name:** LAURENTIAN VALLEY DISTRIBUTION SYSTEM  
**Site Address:** 460 WITT Road LAURENTIAN VALLEY ON K8A 6W5  
**County/District:** LAURENTIAN VALLEY  
**MECP District/Area Office:** Ottawa District  
**Health Unit:** RENFREW COUNTY AND DISTRICT HEALTH UNIT  
**Conservation Authority:**  
**MNR Office:**  
**Category:** Large Municipal Residential  
**Site Number:** 260007465  
**Inspection Type:** Announced  
**Inspection Number:** 1-NWU7C  
**Date of Inspection:** Oct 21, 2020  
**Date of Previous Inspection:** Oct 30, 2019

## COMPONENTS DESCRIPTION

**Site (Name):** MOE DWS Mapping  
**Type:** DWS Mapping Point **Sub Type:**

**Site (Name):** Distribution System Information - General

**Type:** Other**Sub Type:** Other**Comments:**

The Laurentian Valley Distribution System is categorized as a Class 1 Water Distribution Subsystem (Certificate No. 2893, issued July 15, 2005) and serves a population of approximately 1,550 in 645 homes and businesses. The areas served are Stafford Village, part of Pembroke Street East and part of Pembroke Street West.

The Township of Laurentian Valley obtains treated water from the City of Pembroke. A Water Service Agreement dated October 31, 1996 provides the details of the contract. The water supplied by the City originates from the Ottawa River, is treated with chemically-assisted filtration and chlorination, and is distributed to the City of Pembroke, the Township of Laurentian Valley, and the Town of Petawawa.

Distribution samples are collected by the Township of Laurentian Valley within its own distribution subsystem. The Laurentian Valley Distribution Subsystem consists of approximately 14 kilometres of water mains, branch lines, and appurtenances located to west, east and south-west of the City of Pembroke. Water mains are reported to consist mainly (90%) of PVC material with some cast steel ductile water mains ranging in diameter from 150 millimeter (mm), 250 mm and 300 mm diameter piping, with shorter sections of 400 mm, 200 mm and 100 mm water mains (reference: Certificate of Approval (C of A) No. 7-0659-87-006). The distribution system also consists of approximately 81 hydrants, 75 hydrant valves and 96 main valves.

There are no storage structures and no chlorine, flow, or pressure boosting stations as part of the Laurentian Valley Distribution System. There are 7 water meters equipped with backflow preventers installed within the distribution system to measure the drinking-water supplied by the City of Pembroke. There are 36 water meters used to measure the drinking-water consumed by Industrial, Commercial and Institutional (ICI) users.

The Township of Laurentian Valley measures the water that they purchase from the City of Pembroke on a quarterly basis.

The distribution system can be considered to be comprized of three zones:

1. The East Zone, starts approximately at Rankin Street and goes East up to the Home Depot.
2. The South West Zone (Stafford Village), is bordered on the North by Boundary Rd E., on the East by Elgin St. on the South by the CNR rail line and to the west by Jean Avenue.
3. The West Zone is bordered on the East by Lloyd Drive, then along Pembroke Street West then up Irene Street to the Ottawa River. Laurentian Valley ends at the Township of Petawawa border. This section has commercial and institutional buildings connected to the distribution system.

## INSPECTION SUMMARY:

### Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on an inspection of a "stand alone connected distribution system". This type of system receives treated water from a separately owned "donor" system. This report contains elements required to assess key compliance and conformance issues associated with a "receiver" system. This report does not contain items associated with the inspection of the donor system, such as source waters, intakes/wells and treatment facilities.

**This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.**

An unannounced inspection of the Laurentian Valley Distribution System was conducted on October 21, 2020, under the authority of Section 81 of the Safe Drinking Water Act, by Water Inspector Karine Bourgon, herein also referred to as the "inspector".

The Laurentian Valley Distribution System herein also referred to as the "distribution system", the "drinking water system" (DWS), or the "system" is owned by The Township of Laurentian Valley. The DWS is operated by The Township of Laurentian Valley also herein referred to as the "operating authority".

The inspector was accompanied and assisted during the inspection by Claus Trost, Water Quality Analyst, representing the operating authority.

Since the Laurentian Valley Distribution System does not have any visible/accessible components, the scope of this inspection included a review of documentation for the purposes of compliance assessment.

The inspection examined compliance with, but was not limited to the: Safe Drinking Water Act (SDWA) and its regulations including Ontario Regulation 170/03 Drinking Water Systems (O. Reg. 170/03); Ontario Regulation 169/03 Ontario Drinking Water Standards (O. Reg. 169/03), and Ontario Regulation 128/04 Certification of Drinking Water System Operators and Water Quality Analysts (O. Reg. 128/04); Drinking Water Works Permit Number (#) 192-201 Issue 2, herein referred to as the "DWWP"; Municipal Drinking Water Licence # 192-101 Issue Number 2, herein referred to as the "MDWL", and completed Form 1 and Form 2 records of alterations.

The following documents were also reviewed as part of the compliance assessment: Laurentian Valley Drinking Water System standard operating procedures (SOP) and associated work instructions for the system; logbooks and other record keeping mechanisms; reports/certificates of analysis for drinking water samples, and other records related to the operation of the drinking water system for the period October 31, 2019 to October 21, 2020, inclusive, also herein referred to as the "inspection period". The report for the previous inspection # 1-L3AFO was also reviewed for determining the status of previous required actions and recommendations where applicable.

### Treatment Processes



**Treatment Processes**

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

This system is a standalone distribution system which receives treated water from the Pembroke Water Purification Plant and serves connections to over 600 residential and business consumers.

The system consists of water mains, valves, and hydrants. Except for the above noted components, all other infrastructure is below grade. There are no storage, booster pumping or re-chlorination facilities operating on the distribution system.

A copy of the DWWP is included in the Appendices to this report for reference purposes.

- **Up-to-date plans for the drinking water system were kept in a place, or made available in such a manner, that they could be readily viewed by all persons responsible for all or part of the operation of the drinking water system in accordance with the DWWP and MDWL issued under Part V of the SDWA.**

**Treatment Process Monitoring**

- **The secondary disinfectant residual was measured as required for the distribution system.**

Free chlorine residual is monitored in the distribution system utilizing the 4/3 model as permitted under section 7-2(4) of O. Reg. 170/03. Four samples are collected from separate locations within the system on a single day, and three samples are collected from separate locations at least 48 hours later. Disinfection residual monitoring is habitually performed by two operators, one responsible for the four location date and the second responsible for the three location date.

An examination of the logs completed during the inspection period found that grab distribution samples were all taken in accordance with the regulatory requirements mentioned above.

- **Samples for chlorine residual analysis were tested using an acceptable portable device.**

A hand-held HACH Pocket Colourimeter is used to test for free chlorine residual in grab samples. This device is a digital direct read-out device as required by O. Reg. 170/03.

**Distribution System**

- **There is a backflow prevention program, policy and/or bylaw in place.**

Laurentian Valley SOP-10-Cross Connections identifies the requirement for dual check valves on all new residential and commercial connections and the addition of dual check valves on pre-existing connections when identified/located through other work.

- **The owner had implemented a program for the flushing of watermains as per industry standards.**

Watermain flushing is conducted bi-annually. Township staff flush all hydrants/dead-end locations twice per year, in spring and fall.

Watermains were flushed in during the inspection period.

- **Records confirmed that disinfectant residuals were routinely checked at the extremities and "dead ends" of the distribution system.**

- **A program was in place for inspecting and exercising valves.**

Township staff inspect and exercise all valves twice per year, in spring and fall, in conjunction with the bi-annual

**Distribution System**

flushing program. Records are maintained of the approximate number of turns to open/close valves.

- **There was a program in place for inspecting and operating hydrants.**

Township staff inspect and exercise all hydrants twice per year, in spring and fall, in conjunction with the bi-annual flushing program.

- **There was a by-law or policy in place limiting access to hydrants.**

As water is readily available for purchase in the City of Pembroke, only Township of Laurentian Valley staff take water from hydrants.

The Township's fire fighting and municipal works departments fill water tanks at the fire hall hydrant.

- **The owner was able to maintain proper pressures in the distribution system and pressure was monitored to alert the operator of conditions which may lead to loss of pressure below the value under which the system is designed to operate.**

Laurentian Valley DS was not designed with pressure monitoring or pressure maintaining/boosting equipment as it was developed in conjunction with the Pembroke distribution system.

Township staff rely on the Pembroke Water Treatment Plant (WTP) operators and local consumers, as well as visual observations, to ascertain water main breaks or loss of pressure.

The Township is looking into purchasing water pressure monitoring devices to alert the operator of conditions that may lead to loss of pressure in the distribution system.

- **The donor had provided an Annual Report to the receiver drinking water system.**

A copy of the 2019 Annual Report for the Pembroke Water Purification Plant was issued in January 2020, and a copy was provided to the Township of Laurentian Valley.

**Operations Manuals**

- **Operators and maintenance personnel had ready access to operations and maintenance manuals.**

The operations manuals and equipment manufacturers manuals are kept at the Laurentian Valley Municipal Office from which the distribution system is managed. The manuals are readily accessible to all staff.

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

The requirements for operations and maintenance (O&M) manuals for the DWS are prescribed in section 16.0 "Operations and Maintenance Manual" of Schedule B to MDWL. A copy of MDWL is included in the appendices to this inspection report for reference purposes.

The inspector reviewed the O&M Manual for the Laurentian Valley Distribution System and observed that it contained:

- The requirements of the licence and associated procedures;
- The requirements of the drinking water works permit;

**Operations Manuals**

- Procedures for monitoring and recording the in-process parameters;
- Contingency plans and procedures;
- Procedures for dealing with complaints related to the drinking water system.

**Logbooks**

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

The inspector reviewed logs used for recording the results of operational checks and testing, completed sample submission and chain of custody forms, and required field testing results for chlorine residual, pH, and observed that all testing not performed by continuous water quality analyzers was conducted by certified operators employed by the Town.

- **For every required operational test and every required sample, a record was made of the date, time, location, name of the person conducting the test and result of the test.**

Review of logbooks and Chain of Custody documents confirms all required information is available.

- **Logs or other record keeping mechanisms were available for at least five (5) years.**

**Contingency/Emergency Planning**

- **Standby power generators were tested under normal load conditions.**

There is no municipal water treatment/distribution infrastructure within the Laurentian Valley DS which would require backup power. However, a portable stand-by generator is stored at the Public Works garage in spring/summer/fall and at the Fire Hall in the winter. This generator is tested regularly for use by other municipal departments.

**Consumer Relations**

- **The owner and/or operating authority undertook efforts to promote water conservation and reduce water losses in their system.**

A water restriction policy has been developed and will be implemented when required (during drought conditions).

In addition, where practical all water services within the municipality have been metered. Water billing is based on usage. The Township monitors water loss through historical water meter activity.

**Certification and Training**

- **The overall responsible operator had been designated for each subsystem.**

The current ORO of Laurentian Valley DS holds a Class 1 Water Distribution licence.

- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**

Operators are assigned as Operator in Charge (OIC) based on scheduling and specific situational/operational requirements. The assignment is clearly recorded on duty calendars.

- **All operators possessed the required certification.**

**Certification and Training**

Operator certificates are posted in the office at Laurentian Valley Municipal Office.

At the time of the inspection, all were valid.

- **Only certified operators made adjustments to the treatment equipment.**
- **An adequately licenced operator was designated to act in place of the overall responsible operator when the overall responsible operator was unable to actr**  
When the ORO is unable to act, an equally certified operator (Class 1 distribution) is designated in their place. This change is recorded on duty calendars and logbooks.

**Water Quality Monitoring**

- **All microbiological water quality monitoring requirements for distribution samples were being met.**  
The number of distribution samples required each month is determined by the population of the system under Schedule 10-2 - a minimum of eight (8) distribution samples per month with an additional sample for every 1000 people served by the system with at least one (1) sample taken per week.  
  
Laurentian Valley Distribution System serves a population of approximately 1,550 people, requiring nine (9) distribution samples each month, tested for E.coli, total coliform and 25% of samples tested for Heterotrophic Plate Count (HPC).  
  
A review of samples taken at the Laurentian Valley Distribution System show that all required samples were taken and analyzed for the appropriate parameters.
- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**  
The water quality monitoring requirements for haloacetic acid (HAA) are prescribed in Schedules 6 and 13 to O. Reg. 170/03. The requirements state that the operating authority for the system shall ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water systems distribution system, or plumbing, that is likely to have an elevated potential for the formation of haloacetic acids.  
  
Records reviewed for the inspection period indicate that distribution samples were taken on November 12, 2019; February 25, 2020; May 6 2020; and, August 11, 2020 within the required frequency and at the required location.  
  
These samples were submitted to a licensed laboratory for HAA testing; all results were well within the Ontario Drinking Water Quality Standards (ODWQS).
- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**  
Trihalomethane (THM) sampling is required every three (3) months under Schedule 13-6, taken from a point in the distribution system that is likely to have elevated THM levels.  
  
Records reviewed for the inspection period indicate that distribution samples were taken on November 12, 2019; February 4, 2020; April 28 2020; and, August 18, 2020 within the required frequency and at the required location.  
  
These samples were submitted to a licensed laboratory for THM testing; all results were well within the Ontario Drinking Water Quality Standards (ODWQS).
- **The owner ensured that water samples were taken at the prescribed location.**

**Water Quality Monitoring**

- **All sampling requirements for lead prescribed by schedule 15.1 of O. Reg. 170/03 were being met.**

During last sampling period, the system was eligible for reduced sampling requirements as prescribed in subsection 15.1-5 (10) of Schedule 15.1 to O. Reg. 170/03.

The inspector reviewed sampling and testing records for the community-based lead testing programs and noted:

- During the period June 15, 2019 to October 15, 2019, distribution samples were taken and tested for lead, pH and alkalinity from 2 distribution locations on October 15, 2019;
- During the period December 15, 2019 to April 15, 2020, distribution samples were taken and tested for lead, pH and alkalinity from 2 distribution locations on April 8, 2020;
- The samples were taken by a certified operator;
- The pH testing was conducted by a certified operator.

The owner and/or the operating authority shall ensure that samples are taken and tested for:

- total alkalinity and for pH during the 2 periods in every 12 -month period; and,
- lead during each of the periods in every third 12-month period. The next lead samples will be required from June 15, 2022 to October 15, 2022, and from December 15, 2022 to April 15, 2023, from 2 distribution locations.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

The inspector reviewed the laboratory sample submission and chain of custody forms completed for microbiological samples and reports of analysis for those samples for the inspection period and found that the free chlorine residual was recorded for each microbiological sample taken.

- **The owner indicated that the required records are kept and will be kept for the required time period.**

All required documents are maintained at the Township of Laurentian Valley municipal office.

**Water Quality Assessment**

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

**Reporting & Corrective Actions**

- **Summary Reports for municipal council were completed on time, included the required content, and were distributed in accordance with the regulatory requirements.**

A Summary Report was prepared for the Laurentian Valley Distribution System for 2019 for the municipal council. The report is dated January, 2020.

- **All changes to the system registration information were provided within ten (10) days of the change.**

A review of the DWS profile information on file with the ministry for the Laurentian Valley Distribution System found it to be up to date.

**NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED**

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

**Not Applicable**

## **SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES**

**This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.**

**Not Applicable**

**SIGNATURES**

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Inspected By:  
Karine Bourgon

Signature: (Provincial Officer)

Reviewed & Approved By:  
Charlie Primeau

Signature: (Supervisor)



Review & Approval Date: 14/01/2021

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.



**APPENDIX A**

**INSPECTION RATING RECORD AND METHODOLOGY**

**APPENDIX B**

**DRINKING WATER LICENCE AND WORKS PERMIT**



## MUNICIPAL DRINKING WATER LICENCE

**Licence Number: 192-101**  
**Issue Number: 2**

Pursuant to the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, this municipal drinking water licence is issued under Part V of the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32 to:

### **The Corporation of the Township of Laurentian Valley**

**460 Witt Road**  
**Laurentian Valley**  
**ON**

For the following municipal residential drinking water system:

### **Laurentian Valley Distribution System**

This municipal drinking water licence includes the following:

<b>Schedule</b>	<b>Description</b>
Schedule A	Drinking Water System Information
Schedule B	General Conditions
Schedule C	System-Specific Conditions
Schedule D	Conditions for Relief from Regulatory Requirements

DATED at TORONTO this 30th day of March, 2016

Signature

A handwritten signature in black ink, appearing to read "I. Prashad".

Indra R. Prashad, P.Eng.  
Director  
Part V, *Safe Drinking Water Act, 2002*

## Schedule A: Drinking Water System Information

System Owner	<b>The Corporation of the Township of Laurentian Valley</b>
Licence Number	<b>192-101</b>
Drinking Water System Name	<b>Laurentian Valley Distribution System</b>
Schedule A Issue Date	<b>March 30th, 2016</b>

The following information is applicable to the above drinking water system and forms part of this licence:

### Licence

Licence Issue Date	March 30, 2016
Licence Expiry Date	March 29, 2021
Application for Licence Renewal Date	September 29, 2020

### Drinking Water Works Permit

Drinking Water System Name	Permit Number	Issue Date
<b>The Corporation of the Township of Laurentian Valley</b>	<b>The Corporation of the Township of Laurentian Valley</b>	March 30, 2016

### Permit To Take Water

Water Taking Locations	Permit Number	Issue Date
Not Applicable	Not Applicable	Not Applicable

### Financial Plans

The Financial Plan Number for the Financial Plan required to be developed for this drinking water system in accordance with O. Reg. 453/07 shall be:	192-301
Alternately, if one Financial Plan is developed for all drinking water systems owned by the owner, the Financial Plan Number shall be:	192-301A

### Accredited Operating Authority

Drinking Water System or Operational Subsystems	Accredited Operating Authority	Operational Plan No.	Operating Authority No.
Laurentian Valley Distribution System	Laurentian Valley Township	192-401	192-OA1

## Schedule B: General Conditions

System Owner	<b>The Corporation of the Township of Laurentian Valley</b>
Licence Number	<b>192-101</b>
Drinking Water System Name	<b>Laurentian Valley Distribution System</b>
Schedule B Issue Date	<b>March 30, 2016</b>

### 1.0 Definitions

1.1 Words and phrases not defined in this licence and the associated drinking water works permit shall be given the same meaning as those set out in the SDWA and any regulations made in accordance with that act, unless the context requires otherwise.

1.2 In this licence and the associated drinking water works permit:

“**adverse effect**”, “**contaminant**” and “**natural environment**” shall have the same meanings as in the EPA;

“**alteration**” may include the following in respect of this drinking water system:

- (a) An addition to the system,
- (b) A modification of the system,
- (c) A replacement of part of the system, and
- (d) An extension of the system;

“**compound of concern**” means a contaminant that, based on generally available information, may be emitted from a component of the drinking water system to the atmosphere in a quantity that is significant either in comparison to the relevant point of impingement limit or if a point of impingement limit is not available for the compound, then based on generally available toxicological information, the compound has the potential to cause an adverse effect as defined by the EPA at a point of impingement;

“**Director**” means a Director appointed pursuant to section 6 of the SDWA for the purposes of Part V of the SDWA;

“**drinking water works permit**” means the drinking water works permit for the drinking water system, as identified in Schedule A of this licence and as amended from time to time;

“**emission summary table**” means the table that was prepared by a Professional Engineer in accordance with O. Reg. 419/05 and the procedure document listing the appropriate point of impingement concentrations of each compound of concern emitted from a component of the drinking water system and providing comparison to the corresponding point of impingement limit;

“**EPA**” means the *Environmental Protection Act*, R.S.O. 1990, c. E.19;

“**financial plan**” means the financial plan required by O. Reg. 453/07;

“**licence**” means this municipal drinking water licence for the municipal drinking water system identified in Schedule A of this licence;

“**operational plan**” means an operational plan developed in accordance with the Director’s Directions – Minimum Requirements for Operational Plans made under the authority of subsection 15(1) of the SDWA;

“**owner**” means the owner of the drinking water system as identified in Schedule A of this licence;

“**permit to take water**” means the permit to take water that is associated with the taking of water for purposes of the operation of the drinking water system, as identified in Schedule A of this licence and as amended from time to time;

“**point of impingement**” means any point in the natural environment that is not on the same property as the source of the contaminant and as defined by section 2 of O. Reg. 419/05;

“**point of impingement limit**” means the appropriate standard from Schedule 1, 2 or 3 of O. Reg. 419/05 and if a standard is not provided for a compound of concern, the appropriate criteria listed in the Ministry of the Environment and Climate Change publication titled “Summary of Standards and Guidelines to support Ontario Regulation 419: Air Pollution – Local Air Quality (including Schedule 6 of O. Reg. 419 on Upper Risk Thresholds)”, dated February 2008, as amended;

“**procedure document**” means the Ministry of the Environment and Climate Change procedure titled “Procedure for Preparing an Emission Summary and Dispersion Modelling Report” dated July 2005, as amended;

“**Professional Engineer**” means a Professional Engineer who has been licensed to practice in the Province of Ontario;

“**provincial officer**” means a provincial officer appointed pursuant to section 8 of the SDWA;

“**publication NPC-300**” means the Ministry of the Environment and Climate Change publication titled “Environmental Noise Guideline: Stationary and Transportation Sources – Approval and Planning” dated August 2013, as amended;

“**SDWA**” means the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32;

“**sensitive populations**” means any one or a combination of the following locations where the health effects of nitrogen oxides emissions from emergency generators shall be considered using the point of impingement limit instead of the Ministry of the Environment and Climate Change screening level for emergency generators:

- (a) health care units (e.g., hospitals and nursing homes),
- (b) primary/junior public schools,
- (c) day-care facilities, and
- (d) playgrounds;

“**subsystem**” has the same meaning as in Ontario Regulation 128/04 (Certification of Drinking Water System Operators and Water Quality Analysts);

“**surface water**” means water bodies (lakes, wetlands, ponds - including dug-outs), water courses (rivers, streams, water-filled drainage ditches), infiltration trenches, and areas of seasonal wetlands;

## 2.0 Applicability

- 2.1 In addition to any other requirements, the drinking water system identified above shall be established, altered and operated in accordance with the conditions of the drinking water works permit and this licence.

## 3.0 Licence Expiry

- 3.1 This licence expires on the date identified as the licence expiry date in Schedule A of this licence.

## 4.0 Licence Renewal

- 4.1 Any application to renew this licence shall be made on or before the date identified as the application for licence renewal date set out in Schedule A of this licence.

## 5.0 Compliance

- 5.1 The owner and operating authority shall ensure that any person authorized to carry out work on or to operate any aspect of the drinking water system has been informed of the SDWA, all applicable regulations made in accordance with that act, the drinking water works permit and this licence and shall take all reasonable measures to ensure any such person complies with the same.

## 6.0 Licence and Drinking Water Works Permit Availability

- 6.1 At least one copy of this licence and the drinking water works permit shall be stored in such a manner that they are readily viewable by all persons involved in the operation of the drinking water system.

## 7.0 Drinking Water Works Permit

- 7.1 A drinking water works permit identified in Schedule A of this licence is the applicable permit on the date identified as the Schedule A Issue Date.

## 8.0 Financial Plan

- 8.1 For every financial plan prepared in accordance with subsections 2(1) and 3(1) of O. Reg. 453/07, the owner of the drinking water system shall:
- 8.1.1 Ensure that the financial plan contains on the front page of the financial plan, the appropriate financial plan number as set out in Schedule A of this licence; and
- 8.1.2 Submit a copy of the financial plan to the Ministry of Municipal Affairs and Housing within three (3) months of receiving approval by a resolution of municipal council or the governing body of the owner.

## 9.0 Interpretation

- 9.1 Where there is a conflict between the provisions of this licence and any other document, the following hierarchy shall be used to determine the provision that takes precedence:
- 9.1.1 The SDWA;
- 9.1.2 A condition imposed in this licence that explicitly overrides a prescribed regulatory requirement;
- 9.1.3 A condition imposed in the drinking water works permit that explicitly overrides a prescribed regulatory requirement;
- 9.1.4 Any regulation made under the SDWA;
- 9.1.5 Any provision of this licence that does not explicitly override a prescribed regulatory requirement;
- 9.1.6 Any provision of the drinking water works permit that does not explicitly override a prescribed regulatory requirement;
- 9.1.7 Any application documents listed in this licence, or the drinking water works permit from the most recent to the earliest; and
- 9.1.8 All other documents listed in this licence, or the drinking water works permit from the most recent to the earliest.
- 9.2 If any requirement of this licence or the drinking water works permit is found to be invalid by a court of competent jurisdiction, the remaining requirements of this licence and the drinking water works permit shall continue to apply.



- 9.3** The issuance of and compliance with the conditions of this licence and the drinking water works permit does not:
- 9.3.1 Relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement, including the *Environmental Assessment Act*, R.S.O. 1990, c. E.18; and
- 9.3.2 Limit in any way the authority of the appointed Directors and provincial officers of the Ministry of the Environment and Climate Change to require certain steps be taken or to require the owner to furnish any further information related to compliance with the conditions of this licence or the drinking water works permit.
- 9.4** For greater certainty, nothing in this licence or the drinking water works permit shall be read to provide relief from regulatory requirements in accordance with section 46 of the SDWA, except as expressly provided in the licence or the drinking water works permit.

## 10.0 Adverse Effects

- 10.1** Nothing in this licence or the drinking water works permit shall be read as to permit:
- 10.1.1 The discharge of a contaminant into the natural environment that causes or is likely to cause an adverse effect; or
- 10.1.2 The discharge of any material of any kind into or in any waters or on any shore or bank thereof or into or in any place that may impair the quality of the water of any waters.
- 10.2** All reasonable steps shall be taken to minimize and ameliorate any adverse effect on the natural environment or impairment of the quality of water of any waters resulting from the operation of the drinking water system including such accelerated or additional monitoring as may be necessary to determine the nature and extent of the effect or impairment.
- 10.3** Fulfillment of one or more conditions imposed by this licence or the drinking water works permit does not eliminate the requirement to fulfill any other condition of this licence or the drinking water works permit.

## 11.0 Change of Owner or Operating Authority

- 11.1** This licence is not transferable without the prior written consent of the Director.
- 11.2** The owner shall notify the Director in writing at least 30 days prior to a change of any operating authority identified in Schedule A of this licence.
- 11.2.1 Where the change of operating authority is the result of an emergency situation, the owner shall notify the Director in writing of the change as soon as practicable.

## 12.0 Information to be Provided

- 12.1** Any information requested by a Director or a provincial officer concerning the drinking water system and its operation, including but not limited to any records required to be kept by this licence or the drinking water works permit, shall be provided upon request.

## 13.0 Records Retention

- 13.1** Except as otherwise required in this licence or the drinking water works permit, any records required by or created in accordance with this licence or the drinking water works permit, other than the records specifically referenced in section 12 of O. Reg. 170/03, shall be retained for at least 5 years and made available for inspection by a provincial officer, upon request.

## 14.0 Chemicals and Materials

- 14.1** All chemicals and materials used in the alteration or operation of the drinking water system that come into contact with water within the system shall meet all applicable standards set by both the American Water Works Association ("AWWA") and the American National Standards Institute ("ANSI") safety criteria standards NSF/60, NSF/61 and NSF 372.
- 14.1.1 In the event that the standards are updated, the owner may request authorization from the Director to use any on hand chemicals and materials that previously met the applicable standards.
- 14.1.2 The requirement for the owner to comply with NSF 372 shall come into force no later than March 30, 2018.
- 14.2** The most current chemical and material product registration documentation from a testing institution accredited by either the Standards Council of Canada or by the American National Standards Institution ("ANSI") shall be available at all times for each chemical and material used in the operation of the drinking water system that comes into contact with water within the system.
- 14.3** Conditions 14.1 and 14.2 do not apply in the case of the following:
- 14.3.1 Water pipe and pipe fittings meeting AWWA specifications made from ductile iron, cast iron, PVC, fibre and/or steel wire reinforced cement pipe or high density polyethylene (HDPE);
- 14.3.2 Articles made from stainless steel, glass, HDPE or Teflon®;
- 14.3.3 Cement mortar for watermain lining and for water contacting surfaces of concrete structures made from washed aggregates and Portland cement;
- 14.3.4 Gaskets that are made from NSF approved materials;
- 14.3.5 Food grade oils and lubricants, food grade anti-freeze, and other food grade chemicals and materials that are compatible for drinking water use; or

- 14.3.6 Any particular chemical or material where the owner has written documentation signed by the Director that indicates that the Ministry of the Environment and Climate Change is satisfied that the chemical or material is acceptable for use within the drinking water system and the chemical or material is only used as permitted by the documentation.

## 15.0 Drawings

- 15.1 All drawings and diagrams in the possession of the owner that show any treatment subsystem as constructed shall be retained by the owner unless the drawings and diagrams are replaced by a revised or updated version showing the subsystem as constructed subsequent to the alteration.
- 15.2 Any alteration to any treatment subsystem shall be incorporated into process flow diagrams, process and instrumentation diagrams, and record drawings and diagrams within one year of the substantial completion of the alteration.
- 15.3 Process flow diagrams and process and instrumentation diagrams for any treatment subsystem shall be kept in a place, or made available in such a manner, that they may be readily viewed by all persons responsible for all or part of the operation of the drinking water system.

## 16.0 Operations and Maintenance Manual

- 16.1 An up-to-date operations and maintenance manual or manuals shall be maintained and applicable parts of the manual or manuals shall be made available for reference by all persons responsible for all or part of the operation or maintenance of the drinking water system.
- 16.2 The operations and maintenance manual or manuals, shall include at a minimum:
- 16.2.1 The requirements of this licence and associated procedures;
  - 16.2.2 The requirements of the drinking water works permit for the drinking water system;
  - 16.2.3 A description of the processes used to maintain secondary disinfection within the drinking water system.
  - 16.2.4 Procedures for monitoring and recording the in-process parameters necessary for the control of any treatment subsystem and for assessing the performance of the drinking water system;
  - 16.2.5 Procedures for the operation and maintenance of monitoring equipment;
  - 16.2.6 Contingency plans and procedures for the provision of adequate equipment and material to deal with emergencies, upset conditions and equipment breakdown;
  - 16.2.7 Procedures for dealing with complaints related to the drinking water system, including the recording of the nature of the complaint and any investigation and corrective action taken in respect of the complaint;

- 16.3** Procedures necessary for the operation and maintenance of any alterations to the drinking water system shall be incorporated into the operations and maintenance manual or manuals prior to those alterations coming into operation.

## Schedule C: System-Specific Conditions

System Owner	The Corporation of the Township of Laurentian Valley
Licence Number	192-101
Drinking Water System Name	Laurentian Valley Distribution System
Schedule C Issue Date	March 30, 2016

### 1.0 Additional Sampling, Testing and Monitoring

#### Drinking Water Health and Non-Health Related Parameters

- 1.1 For a drinking water system or drinking water subsystem identified in column 1 of Tables 1 and 2 and in addition to any other sampling, testing and monitoring that may be required, sampling, testing and monitoring shall be undertaken for a test parameter listed in column 2 at the sampling frequency listed in column 3 and at the monitoring location listed in column 4 of the same row.

**Table 1: Drinking Water Health Related Parameters**

Column 1 Drinking Water System or Drinking Water Subsystem Name	Column 2 Test Parameter	Column 3 Sampling Frequency	Column 4 Monitoring Location
Not Applicable	Not Applicable	Not Applicable	Not Applicable

**Table 2: Drinking Water Non-Health Related Parameters**

Column 1 Drinking Water System or Drinking Water Subsystem Name	Column 2 Test Parameter	Column 3 Sampling Frequency	Column 4 Monitoring Location
Not Applicable	Not Applicable	Not Applicable	Not Applicable

#### Environmental Discharge Parameters

- 1.2 Pursuant to Condition 10 of Schedule B of this licence, the owner may undertake the following environmental discharges associated with the maintenance and/or repair of the drinking water system:
- 1.2.1 The discharge of potable water from a watermain to a road or storm sewer;
  - 1.2.2 The discharge of potable water from a water storage facility or pumping station:
    - 1.2.2.1 To a road or storm sewer; or

- 1.2.2.2 To a watercourse where the discharge has been dechlorinated and if necessary, sediment and erosion control measures have been implemented.
- 1.2.3 The discharge of dechlorinated non-potable water from a watermain, water storage facility or pumping station to a road or storm sewer; and
- 1.2.4 The discharge of potable water or non-potable water from a treatment subsystem to the environment where if necessary, the discharge has been dechlorinated and sediment and erosion control measures have been implemented.

## **2.0 Studies Required**

- 2.1 Not Applicable.

## **3.0 Source Protection**

- 3.1 Not Applicable.

## Schedule D: Conditions for Relief from Regulatory Requirements

System Owner	Laurentian Valley, The Corporation of the Township of
Licence Number	192-101
Drinking Water System Name	Laurentian Valley Distribution System
Schedule D Issue Date	March 30, 2016

### 1.0 Lead Regulatory Relief

- 1.1** Any relief from regulatory requirements previously authorized by the Director in respect of the drinking water system under section 38 of the SDWA in relation to the sampling, testing or monitoring requirements contained in Schedule 15.1 of O. Reg. 170/03 shall remain in force until such time as Schedule 15.1 of O. Reg. 170/03 is amended after June 1, 2009.
- 1.2** In addition to condition 1.1, for a drinking water system or drinking water subsystem identified by columns 1 and 2 of Table 1 and notwithstanding the provisions of Schedule 15.1 of O. Reg. 170/03, the owner is not required to comply with the sampling requirements of columns 3, 4 and 5 of the same row.

**Table 1: Number of Sampling Points Required for Compliance with Schedule 15.1 of O. Reg. 170/03**

Column 1 Drinking Water System or Drinking Water Subsystem Name	Column 2 DWS Numbers	Column 3 Number of Sampling Points in Plumbing that Serves Private Residences	Column 4 Number of Sampling Points in Plumbing that Does Not Serve Private Residences	Column 5 Number of Sampling Points in Distribution System
Laurentian Valley Distribution System	260007465	20	2	4

- 1.3** For a drinking water system or drinking water subsystem identified by columns 1 and 2 of Table 2 and in exchange for any relief from regulatory requirements granted in condition 1.2 and subject to any other applicable conditions of this licence and drinking water works permit, the owner is required to comply with the sampling requirements of columns 3, 4 and 5 of the same row.

**Table 2: Number of Sampling Points Required for Relief from Regulatory Requirements**

Column 1 Drinking Water System or Drinking Water Subsystem Name	Column 2 DWS Numbers	Column 3 Number of Sampling Points in Plumbing that Serves Private Residences	Column 4 Number of Sampling Points in Plumbing that Does Not Serve Private Residences	Column 5 Number of Sampling Points in Distribution System
Laurentian Valley Distribution System	260007465	5	2	2

- 1.4 For a drinking water system or drinking water subsystem identified by columns 1 and 2 of Table 3, the relief from regulatory requirements granted in condition 1.2 is in effect for the sampling periods identified in column 3 of the same row.

<b>Table 3: Sampling Periods</b>		
<b>Column 1 Drinking Water System or Drinking Water Subsystem Name</b>	<b>Column 2 DWS Numbers</b>	<b>Column 3 Sampling Period</b>
Laurentian Valley Distribution System	260007465	June 15, 2016 to October 15, 2016 December 15, 2016 to April 15, 2017

- 1.5 The relief granted in 1.3 is conditional upon the owner undertaking the following steps to obtain additional locations for sampling of lead from residential and non-residential plumbing locations:
- 1.5.1 Undertaking newspaper or other media advertising; and
  - 1.5.2 Contacting residential and non-residential sampling locations.

## 2.0 Other Regulatory Relief

- 2.1 Not Applicable





## DRINKING WATER WORKS PERMIT

**Permit Number: 192-201**

**Issue Number: 2**

Pursuant to the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, this drinking water works permit is issued under Part V of the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32 to:

### **The Corporation of the Township of Laurentian Valley**

**460 Witt Road  
Laurentian Valley  
ON**

For the following municipal residential drinking water system:

### **Laurentian Valley Distribution System**

This drinking water works permit includes the following:

<b>Schedule</b>	<b>Description</b>
Schedule A	Drinking Water System Description
Schedule B	General
Schedule C	All documents issued as Schedule C to this drinking water works permit which authorize alterations to the drinking water system

DATED at TORONTO this 30th day of March, 2016

Signature

Aziz Ahmed, P.Eng.  
Director  
Part V, *Safe Drinking Water Act, 2002*

## Schedule A: Drinking Water System Description

System Owner	Laurentian Valley, The Corporation of the Township of
Permit Number	192-201
Drinking Water System Name	Laurentian Valley Distribution System
Schedule A Issue Date	March 30, 2016

### 1.0 System Description

- 1.1 The following is a summary description of the works comprising the above drinking water system:

#### Overview

The **Laurentian Valley Distribution System** receives water from the Pembroke Water Purification Plant and serves connections to over 600 residential and business consumers. There are no storage, booster pumping or re-chlorination facilities operating on the distribution system.

### Watermains

- 1.2 Watermains within the distribution system comprise:

- 1.2.1 Watermains that have been set out in each document or file identified in column 1 of Table 1.

<b>Table 1: Watermains</b>	
Column 1 Document or File Name	Column 2 Date
Laurentian Valley W-1 - PIPE SIZE_2015-1	November 24, 2015
Laurentian Valley W-2 - PIPE SIZE_2015-1	November 24, 2015

- 1.2.2 Watermains that have been added, modified, replaced or extended further to the provisions of Schedule C of this drinking water works permit on or after the date identified in column 2 of Table 1 for each document or file identified in column 1.
- 1.2.3 Watermains that have been added, modified, replaced or extended further to an authorization by the Director on or after the date identified in column 2 of Table 1 for each document or file identified in column 1.

## Schedule B: General

System Owner	The Corporation of the Township of Laurentian Valley
Permit Number	192-201
Drinking Water System Name	Laurentian Valley Distribution System
Schedule B Issue Date	March 30, 2016

### 1.0 Applicability

- 1.1 In addition to any other requirements, the drinking water system identified above shall be altered and operated in accordance with the conditions of this drinking water works permit and the licence.
- 1.2 The definitions and conditions of the licence shall also apply to this drinking water works permit.

### 2.0 Alterations to the Drinking Water System

- 2.1 Any document issued by the Director as a Schedule C to this drinking water works permit shall provide authority to alter the drinking water system in accordance, where applicable, with the conditions of this drinking water works permit and the licence.
- 2.2 All Schedule C documents issued by the Director for the drinking water system shall form part of this drinking water works permit.
- 2.3 All parts of the drinking water system in contact with drinking water which are:
- 2.3.1 Added, modified, replaced, extended; or
- 2.3.2 Taken out of service for inspection, repair or other activities that may lead to contamination,
- shall be disinfected before being put into service in accordance with a procedure approved by the Director or in accordance with the applicable provisions of the following documents:
- a) The ministry's Watermain Disinfection Procedure, effective September 30, 2016;
  - b) AWWA C652 – Standard for Disinfection of Water-Storage Facilities;
  - c) AWWA C653 – Standard for Disinfection of Water Treatment Plants; and
  - d) AWWA C654 – Standard for Disinfection of Wells.
- 2.4 The owner shall notify the Director within thirty (30) days of the placing into service or the completion of any addition, modification, replacement or extension of the drinking water system which had been authorized through:
- 2.4.1 Schedule B to this drinking water works permit which would require an alteration of the description of a drinking water system component described in Schedule A of this drinking water works permit;

- 2.4.2 Any Schedule C to this drinking water works permit respecting works other than watermains; or
- 2.4.3 Any approval issued prior to the issue date of the first drinking water works permit respecting works other than watermains which were not in service at the time of the issuance of the first drinking water works permit.
- 2.5** For greater certainty, the notification requirements set out in condition 2.4 do not apply to any addition, modification, replacement or extension in respect of the drinking water system which:
- 2.5.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03;
- 2.5.2 Constitutes maintenance or repair of the drinking water system; or
- 2.5.3 Is a watermain authorized by condition 3.1 of Schedule B of this drinking water works permit.
- 2.6** The owner shall notify the legal owner of any part of the drinking water system that is prescribed as a municipal drinking water system by section 2 of O. Reg. 172/03 of the requirements of the licence and this drinking water works permit as applicable to the prescribed system.
- 2.7** For greater certainty, any alteration to the drinking water system made in accordance with this drinking water works permit may only be carried out after other legal obligations have been complied with including those arising from the *Environmental Assessment Act*, *Niagara Escarpment Planning and Development Act*, *Oak Ridges Moraine Conservation Act, 2001* and *Greenbelt Act, 2005*.

### **3.0 Watermain Additions, Modifications, Replacements and Extensions**

- 3.1** The drinking water system may be altered by adding, modifying, replacing or extending a watermain within the distribution system subject to the following conditions:
- 3.1.1 The design of the watermain addition, modification, replacement or extension:
- a) Has been prepared by a Professional Engineer;
  - b) Has been designed only to transmit water and has not been designed to treat water;
  - c) Satisfies the design criteria set out in the Ministry of the Environment and Climate Change publication "Watermain Design Criteria for Future Alterations Authorized under a Drinking Water Works Permit – June 2012", as amended from time to time; and
  - d) Is consistent with or otherwise addresses the design objectives contained within the Ministry of the Environment and Climate Change publication "Design Guidelines for Drinking Water Systems, 2008", as amended from time to time.

- 3.1.2 The maximum demand for water exerted by consumers who are serviced by the addition, modification, replacement or extension of the watermain will not result in an exceedance of the rated capacity of a treatment subsystem or the maximum flow rate for a treatment subsystem component as specified in the licence, or the creation of adverse conditions within the drinking water system.
  - 3.1.3 The watermain addition, modification, replacement or extension will not adversely affect the distribution system's ability to maintain a minimum pressure of 140 kPa at ground level at all points in the distribution system under maximum day demand plus fire flow conditions.
  - 3.1.4 Secondary disinfection will be provided to water within the added, modified, replaced or extended watermain to meet the requirements of O. Reg. 170/03.
  - 3.1.5 The watermain addition, modification, replacement or extension is wholly located within the municipal boundary over which the owner has jurisdiction.
  - 3.1.6 The owner of the drinking water system consents in writing to the watermain addition, modification, replacement or extension.
  - 3.1.7 A Professional Engineer has verified in writing that the watermain addition, modification, replacement or extension meets the requirements of condition 3.1.1.
  - 3.1.8 The owner of the drinking water system has verified in writing that the watermain addition, modification, replacement or extension meets the requirements of conditions 3.1.2 to 3.1.6.
- 3.2** The authorization for the addition, modification, replacement or extension of a watermain provided for in condition 3.1 does not include the addition, modification, replacement or extension of a watermain that:
- 3.2.1 Passes under or through a body of surface water, unless trenchless construction methods are used;
  - 3.2.2 Has a nominal diameter greater than 750 mm;
  - 3.2.3 Results in the fragmentation of the drinking water system; or
  - 3.2.4 Connects to another drinking water system, unless:
    - a) Prior to construction, the owner of the drinking water system seeking the connection obtains written consent from the owner or owner's delegate of the drinking water system being connected to; and
    - b) The owner of the drinking water system seeking the connection retains a copy of the written consent from the owner or owner's delegate of the drinking water system being connected to as part of the record that is recorded and retained under condition 3.3.

- 3.3** The verifications required in conditions 3.1.7 and 3.1.8 shall be:
- 3.3.1 Recorded on “Form 1 – Record of Watermains Authorized as a Future Alteration”, as published by the Ministry of the Environment and Climate Change, prior to the watermain addition, modification, replacement or extension being placed into service; and
  - 3.3.2 Retained for a period of ten (10) years by the owner.
- 3.4** For greater certainty, the verification requirements set out in condition 3.3 do not apply to any addition, modification, replacement or extension in respect of the drinking water system which:
- 3.4.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or
  - 3.4.2 Constitutes maintenance or repair of the drinking water system.
- 3.5** The document or file referenced in Column 1 of Table 1 of Schedule A of this drinking water works permit that sets out watermains shall be retained by the owner and shall be updated to include watermain additions, modifications, replacements and extensions within 12 months of the addition, modification, replacement or extension.
- 3.6** The updates required by condition 3.5 shall include watermain location relative to named streets or easements and watermain diameter.

#### **4.0 Minor Modifications to the Drinking Water System**

- 4.1** The drinking water system may be altered by adding, modifying or replacing the following components in the drinking water system:
- 4.1.1 Raw water pumps and treatment process pumps in the treatment system;
  - 4.1.2 Coagulant feed systems in the treatment system, including the location and number of dosing points;
  - 4.1.3 Valves;
  - 4.1.4 Instrumentation and controls, including SCADA systems, and software associated with these devices;
  - 4.1.5 Filter media, backwashing equipment and under-drains in the treatment system; or,
  - 4.1.6 Spill containment works.
- 4.2** The drinking water system may be altered by adding, modifying, replacing or removing the following components in the drinking water system:
- 4.2.1 Treated water pumps and associated equipment;
  - 4.2.2 Re-circulation devices within distribution system storage facilities;

- 4.2.3 In-line mixing equipment;
  - 4.2.4 Chemical metering pumps and chemical handling pumps;
  - 4.2.5 Chemical storage tanks (excluding fuel storage tanks) and associated equipment; or,
  - 4.2.6 Measuring and monitoring devices that are not required by regulation, by a condition in the Drinking Water Works Permit, or by a condition otherwise imposed by the Ministry of the Environment and Climate Change.
- 4.3** The drinking water system may be altered by replacing the following:
- 4.3.1 Raw water piping, treatment process piping or treated water piping within the treatment subsystem;
  - 4.3.2 Fuel storage tanks and spill containment works, and associated equipment; or
  - 4.3.3 Coagulants and pH adjustment chemicals, where the replacement chemicals perform the same function;
    - a) Prior to making any alteration to the drinking water system under condition 4.3.3, the owner shall undertake a review of the impacts that the alteration might have on corrosion control or other treatment processes; and
    - b) The owner shall notify the Director in writing within thirty (30) days of any alteration made under condition 4.3.3 and shall provide the Director with a copy of the review.
- 4.4** Any alteration of the drinking water system made under conditions 4.1, 4.2 or 4.3 shall not result in:
- 4.4.1 An exceedance of a treatment subsystem rated capacity or a treatment subsystem component maximum flow rate as specified in the licence;
  - 4.4.2 The bypassing of any unit process within a treatment subsystem;
  - 4.4.3 A deterioration in the quality of drinking water provided to consumers;
  - 4.4.4 A reduction in the reliability or redundancy of any component of the drinking water system;
  - 4.4.5 A negative impact on the ability to undertake compliance and other monitoring necessary for the operation of the drinking water system; or
  - 4.4.6 An adverse effect on the environment.
- 4.5** The owner shall verify in writing that any addition, modification, replacement or removal of drinking water system components in accordance with conditions 4.1, 4.2 or 4.3 has met the requirements of the conditions listed in condition 4.4.

- 4.6** The verifications and documentation required in condition 4.5 shall be:
- 4.6.1 Recorded on “Form 2 – Record of Minor Modifications or Replacements to the Drinking Water System”, as published by the Ministry of the Environment and Climate Change, prior to the modified or replaced components being placed into service; and
  - 4.6.2 Retained for a period of ten (10) years by the owner.
- 4.7** For greater certainty, the verification requirements set out in conditions 4.5 and 4.6 do not apply to any addition, modification, replacement or removal in respect of the drinking water system which:
- 4.7.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or
  - 4.7.2 Constitutes maintenance or repair of the drinking water system.
- 4.8** The owner shall update any drawings maintained for the drinking water system to reflect the modification or replacement of the works, where applicable.

## **5.0 Equipment with Emissions to the Air**

- 5.1** The drinking water system may be altered by adding, modifying or replacing any of the following drinking water system components that may discharge or alter the rate or manner of a discharge of a compound of concern to the atmosphere:
- 5.1.1 Any equipment, apparatus, mechanism or thing that is used for the transfer of outdoor air into a building or structure that is not a cooling tower;
  - 5.1.2 Any equipment, apparatus, mechanism or thing that is used for the transfer of indoor air out of a space used for the production, processing, repair, maintenance or storage of goods or materials, including chemical storage;
  - 5.1.3 Laboratory fume hoods used for drinking water testing, quality control and quality assurance purposes;
  - 5.1.4 Low temperature handling of compounds with a vapor pressure of less than 1 kilopascal;
  - 5.1.5 Maintenance welding stations;
  - 5.1.6 Minor painting operations used for maintenance purposes;
  - 5.1.7 Parts washers for maintenance shops;
  - 5.1.8 Emergency chlorine and ammonia gas scrubbers and absorbers;
  - 5.1.9 Venting for activated carbon units for drinking water taste and odour control;
  - 5.1.10 Venting for a stripping unit for methane removal from a groundwater supply;



- 5.1.11 Venting for an ozone treatment unit;
  - 5.1.12 Natural gas or propane fired boilers, water heaters, space heaters and make-up air units with a total facility-wide heat input rating of less than 20 million kilojoules per hour, and with an individual fuel energy input of less than or equal to 10.5 gigajoules per hour; or
  - 5.1.13 Emergency generators that fire No. 2 fuel oil (diesel fuel) with a sulphur content of 0.5 per cent or less measured by weight, natural gas, propane, gasoline or biofuel, and that are used for emergency duty only with periodic testing.
- 5.2** The owner shall not add, modify or replace a drinking water system component set out in condition 5.1 for an activity that is not directly related to the treatment and/or distribution of drinking water.
- 5.3** The emergency generators identified in condition 5.1.13 shall not be used for non-emergency purposes including the generation of electricity for sale or for peak shaving purposes.
- 5.4** The owner shall prepare an emission summary table for nitrogen oxide emissions only, for each addition, modification or replacement of emergency generators identified in condition 5.1.13.

### Performance Limits

- 5.5** The owner shall ensure that a drinking water system component identified in conditions 5.1.1 to 5.1.13 is operated at all times to comply with the following limits:
- 5.5.1 For equipment other than emergency generators, the maximum concentration of any compound of concern at a point of impingement shall not exceed the corresponding point of impingement limit;
  - 5.5.2 For emergency generators, the maximum concentration of nitrogen oxides at sensitive populations shall not exceed the applicable point of impingement limit, and at non-sensitive populations shall not exceed the Ministry of the Environment and Climate Change half-hourly screening level of 1880 ug/m<sup>3</sup> as amended; and
  - 5.5.3 The noise emissions comply at all times with the limits set out in publication NPC-300, as applicable.
- 5.6** The owner shall verify in writing that any addition, modification or replacement of works in accordance with condition 5.1 has met the requirements of the conditions listed in condition 5.5.
- 5.7** The owner shall document how compliance with the performance limits outlined in condition 5.5.3 is being achieved, through noise abatement equipment and/or operational procedures.

- 5.8** The verifications and documentation required in conditions 5.6 and 5.7 shall be:
- 5.8.1 Recorded on “Form 3 – Record of Addition, Modification or Replacement of Equipment Discharging a Contaminant of Concern to the Atmosphere”, as published by the Ministry of the Environment and Climate Change, prior to the additional, modified or replacement equipment being placed into service; and
  - 5.8.2 Retained for a period of ten (10) years by the owner.
- 5.9** For greater certainty, the verification and documentation requirements set out in conditions 5.6 and 5.8 do not apply to any addition, modification or replacement in respect of the drinking water system which:
- 5.9.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or
  - 5.9.2 Constitutes maintenance or repair of the drinking water system.
- 5.10** The owner shall update any drawings maintained for the works to reflect the addition, modification or replacement of the works, where applicable.

## **6.0 Previously Approved Works**

- 6.1** The owner may add, modify, replace or extend, and operate part of a municipal drinking water system if:
- 6.1.1 An approval was issued after January 1, 2004 under section 36 of the SDWA in respect of the addition, modification, replacement or extension and operation of that part of the municipal drinking water system;
  - 6.1.2 The approval expired by virtue of subsection 36(4) of the SDWA; and
  - 6.1.3 The addition, modification, replacement or extension commenced within five years of the date that activity was approved by the expired approval.

## **7.0 System-Specific Conditions**

- 7.1** The following are authorized under this permit:

Not applicable

## **8.0 Source Protection**

- 8.1** Not applicable

**APPENDIX C**  
**STAKEHOLDER SUPPORT**

# Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or [waterforms@ontario.ca](mailto:waterforms@ontario.ca).

For more information on Ontario's drinking water visit [www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater)



PUBLICATION TITLE	PUBLICATION NUMBER
<b>FORMS:</b> Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

# Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à [waterforms@ontario.ca](mailto:waterforms@ontario.ca) si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site [www.ontario.ca/eaupotable](http://www.ontario.ca/eaupotable)

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web