

Ministry of the Environment,  
Conservation & Parks

Ministère de l'Environnement, de la Protection de  
la nature et des Parcs

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March 24, 2025

Sent by Email: [cao@arran-elderslie.ca](mailto:cao@arran-elderslie.ca)

The Corporation of the Municipality of Arran-Elderslie  
1925 Bruce Road #10, P.O. Box 70  
Chesley, ON N0G 1L0

Attention:

Ms. Silvia Kirkwood

Chief Administrative Officer

Dear Ms. Kirkwood:

Re: 2024/2025 Inspection Report 1-360398115, **Arran-Elderslie Drinking Water System**  
Drinking Water Licence **No. 079-102, Issue #4,**  
Drinking Water Works Permit **No. 079-202, Issue #5**

Please find attached the 2024/25 municipal drinking water system inspection report for the above mentioned facility.

The physical inspection for the Arran-Elderslie DWS was conducted on January 31, 2025 and reviews operations from January 18, 2024 to January 31, 2025.

The report normally includes an Inspection Summary Rating Record (IRR) as an appendix. This record forms part of the ministry's comprehensive, risk-based inspection process. The rating provides a quantitative measure of the inspection results for these specific drinking water system for the reporting year. An inspection rating that is less than 100 per cent does not mean that the drinking water from the system is unsafe. The primary goals of this assessment are to encourage ongoing improvement of drinking water systems and to measure this progress from year to year.

I would like to remind you that Section 19 of the Safe Drinking Water Act, 2002 (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems, including members of municipal councils. "Taking Care of Your Drinking Water: A guide for members of municipal council", a publication found on the [Drinking Water Ontario website](http://www.ontario.ca/environment-and-energy/municipal-drinking-water-ontario-website) ([http://www.ontario.ca/environment-and-energy/municipal-drinking-](http://www.ontario.ca/environment-and-energy/municipal-drinking-water-ontario-website)

water-systems-licencing-registration-and-permits), provides further information about these obligations.

Please note the IRR was not available as an appendix at the time of report issuance and will be sent as a separate email within the next week.

Should you have any questions regarding the content of the enclosed report, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read 'Ron Burrell', with a stylized, cursive script.

Ron Burrell  
Provincial Officer  
Phone: 519-374-0214  
e-mail: ron.burrell@ontario.ca

Enclosure

- cc: - Andrew Barton, Senior Public Health Mgr., Grey-Bruce Health Unit  
- Nancy Guest, Administrative Assistant, Source Protection Program Branch  
- Scott McLeod, Public Works Manager, Municipality of Arran-Elderslie  
- Chris Legge, Water/Sewer Foreman, Municipality of Arran-Elderslie  
- Marc Bechard, Water Compliance Supervisor, MECP  
- Scott Gass, Owen Sound Acting District Manager, MECP



**ARRAN-ELDERSLIE DRINKING WATER SYSTEM**

Physical Address: 129 4TH AVE SE, , ARRAN-  
ELDERSLIE, ON N0G 1L0

## **INSPECTION REPORT**

Entity: THE CORPORATION OF THE  
MUNICIPALITY OF ARRAN-  
ELDERSLIE  
Inspection Start Date: January 31, 2025  
Site Inspection Date: January 31, 2025  
Inspection End Date: March 19, 2025  
Inspected By: Ron Burrell  
Badge #: 741

  
(signature)

## INTRODUCTION

### Purpose

On January 31, 2025 Provincial Officer Ron Burrell inspected the Arran-Elderslie Drinking Water System. The inspection was conducted in conjunction with Water & Wastewater Foreman Chris Legge from the Municipality of Arran Elderslie. The system is classed as a Large Municipal Drinking Water System, with a collective population served in the Town of Chesley and the Village of Paisley of approximately 3,000. The inspection review period is from the date of the previous inspection of January 18, 2024 to January 31, 2025.

The Overall Responsible Operator (ORO) used by the municipality for its municipal drinking water systems is Mr. Rakesh Sharma from GSS Engineering Consultants Ltd.. Mr. Scott McLeod, the Public Works manager for the municipality is designated as an alternate ORO if needed.

It was noted that Mr. Rakesh Sharma's Class IV Water Treatment (WT) Certificate # 9425 and Class IV Wastewater Treatment (WWT) Certificate # 9916 both expired on December 31, 2024. In both cases renewal applications were not received by the Ontario Water Wastewater Certification Office (OWWCO) until December 31, 2024 (one by mail, one by fax). A WT certificate renewal was issued on January 9, 2025 and a WWT certificate renewal was issued on January 17, 2025, both now expiring on December 31, 2027.

It is further noted that a Canada Post strike occurred between November 15th and December 17th, 2024, causing major delays and back ups in mail delivery into January 2025.

The OWWCO issues renewal notices to water and wastewater operators three (3) months prior to certificate expiry to allow for application to be made and renewed prior to expiry. Upon inquiry, OWWCO staff indicated that application processing can generally take up to twenty-one (21) days.

It is recommended that the municipality and its engineering consultant ensure all expiry dates of any individual operator certificates, and all water and wastewater control documents associated with each of the facilities under their ownership (and/or) care are documented through various means. This will help to ensure applications for renewal (some of which are required six (6) months prior to expiry) are submitted and can be processed within proper timelines to ensure re-issuance and compliance with legal requirements is maintained.

It is further noted that Permit to Take Water # 3655-A3RPJL expires in September 2025 and limits Well 1 (not in use since 2021) to 1,800 m<sup>3</sup>/day, Well 2 to 2,127 m<sup>3</sup>/day and Well 3 to 2,948 m<sup>3</sup>/day. The new well that has been drilled as a replacement for Well 1 has encountered multiple contractor and/or consultant delays (over one (1) year) in the project completion and was still not ready to be added as a production source well at the time of this report completion.

It is highly recommended that the municipality and/or its consultant take immediate steps to

contact the MECP's Permit to Take Water Unit, Environmental Permissions Branch, as the current PTTW expires in less than six (6) months.

Application for renewal needs to be made that includes discussions on the future of Well 1 (not in use since 2021), inclusion of the new production source well (including all data related to the new source that would be required for a new application), OR discussions regarding whether or not a possible interim extension to the current PTTW could be considered by the Ministry.

The municipality may also wish to discuss the expediting of the project completion with all relevant contractors/consultants, to include timelines for completion, including any relevant flows and pump testing data that the Ministry may require prior to inclusion of a new source well on a municipal drinking water system PTTW.

## **NON-COMPLIANCE**

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

## **RECOMMENDATIONS**

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.



## INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

**Ministry Program:** DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1006001	Question Type	Information
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> Is the owner planning to add a new drinking water source or to make changes to their current source(s)?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner is planning to add a new drinking water source or to make changes to their current source(s).  The municipality is currently running two of their three production wells. An additional source well has been drilled and the municipality was originally hoping to have it commissioned sometime in 2024, however contractor delays have now pushed last years timeline to sometime within the next year. At that point the source well (Well #1) that the municipality has not been using since June 21, 2021 will be de-commissioned in accordance with O.Reg 903/90.			

Question ID	DWMR1007001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (1)1;			
<b>Question:</b> Was the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.  All three (3) production wells are located in close proximity to the Water Treatment Plant are well maintained, padlocked and housed in concrete well tiles for additional protection. Raw water sampling over the years has shown minimal bacteriological contamination in the form of Total Coliforms measuring between 1 and 5 CFU/100mL. The majority of these raw water hits occurred at Well #1 which was taken out of service on June 21, 2021. Well #1 is set to be replaced with another source well which following delays was estimated to be brought online by the fall of 2024, however the municipality's Engineering Consultant and Contractors appeared to still be many months from bringing the new source well online at the time of the physical inspection.			

Following the eventual introduction of a fourth source well, Well #1 will more than likely be decommissioned in accordance with Ontario Regulation 903 unless the municipality has another use for it.

The new well that has been drilled as a replacement for Well 1 has encountered multiple contractor and/or consultant delays (over one (1) year) in the project completion and was still not ready to be added as a production source well at the time of this report completion.

It is highly recommended that the municipality and/or its consultant take immediate steps to contact the MECP's Permit to Take Water Unit, Environmental Permissions Branch, as the current PTTW expires in less than six (6) months.

Application for renewal needs to be made that includes discussions on the future of Well 1 (not in use since 2021), inclusion of the new production source well (including all data related to the new source that would be required for a new application), OR discussions regarding whether or not a possible interim extension to the current PTTW could be considered by the Ministry.

The municipality may also wish to discuss the expediting of the project completion with all relevant contractors/consultants, to include timelines for completion, including any relevant flows and pump testing data that the Ministry may require prior to inclusion of a new source well on a municipal drinking water system PTTW.

Question ID	DWMR1009001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Were measures in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Measures were in place to protect the groundwater and/or GUDI source.  All applicable Standard Operating Procedures, Emergency Response Plans and the Operations Manual are reviewed by administration every two (2) years as part of the Municipality's internal policy.			

Question ID	DWMR1014001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Was flow monitoring performed as required by the Municipal Drinking Water Licence or Drinking Water Works Permit?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Flow monitoring was performed as required.

Question ID	DWMR1016001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions.  The rated capacity for the Arran-Elderslie Water Treatment Plant is 5,564 m <sup>3</sup> /day with a maximum individual flow rate of 64.4 L/s from each well as per MDWL # 079-102, issue #4. Section 3 of the drinking water systems Permit to Take Water # 3655-A3RPJL (expiring September 2025) limits Well 1 (not in use since 2021) to 1,800 m <sup>3</sup> /day, Well 2 to 2,127 m <sup>3</sup> /day and Well 3 to 2,948 m <sup>3</sup> /day. The maximum flow rate during the review period occurred on June 19, 2024 with a daily flow of 1,876 m <sup>3</sup> . The average daily flow during the inspection review period was slightly below 900 m <sup>3</sup> /day. It is noted that calibration of the flow meters was completed by Tower Electronics Canada on April 29, 2024, and April 18, 2023 prior to that.			

Question ID	DWMR1018001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Did the owner ensure that equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner ensured that equipment was installed as required.			

Question ID	DWMR1020001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Were Form 1 documents prepared as required?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Form 1 documents were prepared as required.

There were three (3) Form 1's prepared during the review period for the upgrading and replacement of watermain at three general locations within the Chesley and Paisley portions of the distribution system.

Question ID	DWMR1021001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Were Form 2 documents prepared as required?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Form 2 documents were prepared as required.  There was one (1) Form 2 prepared during the review period for the addition of data loggers at the Arran Elderslie Water Treatment Plant and the Paisley Water Tower PLC cabinet dated February 5, 2024. The data loggers provide a redundancy in the unlikely event of SCADA failure.			

Question ID	DWMR1025001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Were all parts of the drinking water system that came in contact with drinking water disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All parts of the drinking water system were disinfected as required.			

Question ID	DWMR1023001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (2);			
<b>Question:</b> Did records indicate that the treatment equipment was operated in a manner that achieved the design capabilities prescribed by O. Reg. 170/03, Drinking Water Works Permit and/or Municipal Drinking Water Licence at all times that water was being supplied to consumers?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed.

Question ID	DWMR1024001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (2);			
<b>Question:</b> Did records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required.			

Question ID	DWMR1033001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   7-2   (3); SDWA   O. Reg. 170/03   7-2   (4);			
<b>Question:</b> Was secondary disinfectant residual tested as required for the large municipal residential distribution system?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Secondary disinfectant residual was tested as required.			

Question ID	DWMR1030001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   7-2   (1); SDWA   O. Reg. 170/03   7-2   (2);			
<b>Question:</b> Was primary disinfection chlorine monitoring being conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit or at/near a location where the intended CT had just been achieved?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Primary disinfection chlorine monitoring was conducted as required.			

Question ID	DWMR1035001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4;			
<b>Question:</b> Were operators examining continuous monitoring test results and did they examine the results within 72 hours of the test?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Operators were examining continuous monitoring test results as required.			

Question ID	DWMR1038001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4;			
<b>Question:</b> Was continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format.			

Question ID	DWMR1037001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)5-10; SDWA   O. Reg. 170/03   6-5   (1.1);			
<b>Question:</b> Were all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, equipped with alarms or shut-off mechanisms that satisfied the standards described in Schedule 6?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards			

Question ID	DWMR1040001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4; SDWA   O. Reg. 170/03   6-5   (1)5-10;			

**Question:**

Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

All continuous analysers were calibrated, maintained, and operated as required.

Operators perform in-house calibration of online analyzers on a regular basis with their hand held HACH units. Trending on the weekly verifications is monitored closely to determine maintenance actions.

Annual calibration of handheld colorimeters occurred on January 14, 2025 by Nichol Water Services and January 18, 2024 prior to that.

Question ID	DWMR1108001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)5-10; SDWA   O. Reg. 170/03   6-5   (1.1);			
<b>Question:</b> Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, Municipal Drinking Water Licence, Drinking Water Works Permit, or order triggered an alarm or an automatic shut-off, did a qualified person respond as required and take appropriate actions?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> A qualified person responded as required and took appropriate actions.			

Question ID	DWMR1099001	Question Type	Information
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> Do records show that water provided by the drinking water system met the Ontario Drinking Water Quality Standards?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records showed that all water sample results met the Ontario Drinking Water Quality Standards.			

Question ID	DWMR1083001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   10-3;			

**Question:**

Were treated microbiological sampling requirements prescribed by Schedule 10-3 of O. Reg. 170/03 for large municipal residential systems met?

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Treated microbiological sampling requirements were met.

Question ID	DWMR1081001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   10-2   (1); SDWA   O. Reg. 170/03   10-2   (2); SDWA   O. Reg. 170/03   10-2   (3);			
<b>Question:</b> Were distribution microbiological sampling requirements prescribed by Schedule 10-2 of O. Reg. 170/03 for large municipal residential systems met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Distribution microbiological sampling requirements were met.			

Question ID	DWMR1096001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-3   (1);			
<b>Question:</b> Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records confirmed that chlorine residual tests were conducted as required.			

Question ID	DWMR1084001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-2;			
<b>Question:</b> Were inorganic parameter sampling requirements prescribed by Schedule 13-2 of O. Reg. 170/03 met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Inorganic parameter sampling requirements were met.  O.Reg. 170/03 Schedule 23 Inorganic sampling required once every thirty six (36) months			



was completed on November 12, 2024 and November 15, 2021 previous to that for the aquifer supplying both Well 1 and Well 2, in addition to separate Schedule 23 samples for the Well 3 source aquifer.

Question ID	DWMR1085001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-4   (1); SDWA   O. Reg. 170/03   13-4   (2); SDWA   O. Reg. 170/03   13-4   (3);			
<b>Question:</b> Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg. 170/03 met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Organic parameter sampling requirements were met.  O.Reg. 170/03 Schedule 24 Organic sampling required once every thirty six (36) months was completed on November 12, 2024 and November 15, 2021 previous to that for the aquifer supplying both Well 1 and Well 2, in addition to separate Schedule 24 samples for the Well 3 source aquifer.			

Question ID	DWMR1086001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-6.1   (1); SDWA   O. Reg. 170/03   13-6.1   (2); SDWA   O. Reg. 170/03   13-6.1   (3); SDWA   O. Reg. 170/03   13-6.1   (4); SDWA   O. Reg. 170/03   13-6.1   (5); SDWA   O. Reg. 170/03   13-6.1   (6);			
<b>Question:</b> Were haloacetic acid sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Haloacetic acid sampling requirements were met.  Arran Elderslie operations staff take quarterly samples in both the Chesley and Paisley portions of the distribution system to ensure sampling is more representative of the entire distribution system. HAA samples were taken during the inspection review period on the following dates: February 12th - 5.3 ug/L, May 13th - 5.3 ug/L, August 12th - 9.4 ug/L and 5.3 ug/L and November 12th, 2024 - 5.3 ug/L. It is noted that the method detection limit for HAA's is 5.3 ug/L and results taken at both locations in each quarter were less than the method detection limit of 5.3 ug/L with the exception of the second last quarter as noted above.			

Question ID	DWMR1087001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-6   (1); SDWA   O. Reg. 170/03   13-6   (2); SDWA   O. Reg. 170/03   13-6   (3); SDWA   O. Reg. 170/03   13-6   (4); SDWA   O. Reg. 170/03   13-6   (5); SDWA   O. Reg. 170/03   13-6   (6);			
<b>Question:</b> Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Trihalomethane sampling requirements were met.  Arran Elderslie operations staff take quarterly samples in both the Chesley and Paisley portions of the distribution system to ensure sampling is more representative of the entire distribution system. Trihalomethane samples were taken during the inspection review period on the following dates: February 12th - 19 ug/L, 13ug/L, May 13th - 18 ug/L, 17 ug/L, August 12th - 28 ug/L, 26 ug/L and November 12th, 2024 - 20 ug/L, 17 ug/L. The running annual average is 21.25 ug/L and 18.25 ug/L respectively in the Chesley and Paisley portions of the distribution system based on the last four quarterly sample results.			

Question ID	DWMR1088001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-7;			
<b>Question:</b> Were nitrate/nitrite sampling requirements prescribed by Schedule 13-7 of O. Reg. 170/03 met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Nitrate/nitrite sampling requirements were met.  Arran Elderslie operations staff take quarterly samples in both the Chesley and Paisley portions of the distribution system to ensure sampling is more representative of the entire distribution system. Nitrate/Nitrite sampling during the inspection review period occurred quarterly as required. Sampling was conducted on the following dates: February 12th, May 13th, August 12th and November 12th, 2024.			

Question ID	DWMR1089001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-8;			
<b>Question:</b> Were sodium sampling requirements prescribed by Schedule 13-8 of O. Reg. 170/03 met?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Sodium sampling requirements were met.

Sodium, required to be sampled once every sixty (60) months was sampled on November 12, 2024. Results of 17.2 mg/L at Well #1/#2 and 14.8 mg/L at Well #3 were obtained. Previous to that, samples were collected on November 4, 2019.

All samples were below the O.Reg 170/03 reporting limit of 20.0 mg/L.

Question ID	DWMR1090001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-9;			
<b>Question:</b> Where fluoridation is not practiced, were fluoride sampling requirements prescribed by Schedule 13-9 of O. Reg. 170/03 met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Fluoride sampling requirements were met.  Fluoride monitoring required once every sixty (60) months was most recently sampled on November 12, 2024 (0.49 mg/L at Well #1/#2 and 0.64 mg/L at Well #3). These results were below the Ontario Drinking Water Quality Standards (ODWQS) Maximum Acceptable Concentration (MAC) of 1.5 mg/L. Previous to this, samples were collected on November 4, 2019. Fluoride is naturally occurring in the area and any sample results exceeding the ODWQS are only required to be reported once every five years.			

Question ID	DWMR1094001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Were water quality sampling requirements imposed by the Municipal Drinking Water Licence and Drinking Water Works Permit met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Water quality sampling requirements were met.			

Question ID	DWMR1045001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Did the owner update the document describing the distribution components within 12 months			

of completion of alterations to the system in accordance with the Drinking Water Works Permit?

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

The owner had up-to-date documents describing the distribution components.

Question ID	DWMR1060001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence.			

Question ID	DWMR1062001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   7-5;			
<b>Question:</b> Did records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03.			

Question ID	DWMR1071001	Question Type	BMP
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> Did the owner provide security measures to protect components of the drinking water system?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner provided security measures to protect components of the drinking water system.			

The treatment plant is equipped with intruder alarms, keyed entry, and emergency contact numbers posted on the door.

Question ID	DWMR1073001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 128/04   23   (1);			
<b>Question:</b> Was an overall responsible operator designated for all subsystems which comprise the drinking water system?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> An overall responsible operator was designated for all subsystem.  The Overall Responsible Operator (ORO) used by the municipality for its municipal drinking water systems is Mr. Rakesh Sharma from GSS Engineering Consultants Ltd.. Mr. Scott McLeod, the Public Works manager for the municipality is designated as an alternate ORO if needed. It was noted that Mr. Rakesh Sharma's Class IV Water Treatment (WT) Certificate # 9425 and Class IV Wastewater Treatment (WWT) Certificate # 9916 both expired on December 31, 2024. In both cases renewal applications were not received by the Ontario Water Wastewater Certification Office (OWWCO) until December 31, 2024 (one by mail, one by fax). A WT certificate renewal was issued on January 9, 2025 and a WWT certificate renewal was issued on January 17, 2025, both now expiring on December 31, 2027. It is further noted that a Canada Post strike occurred between November 15th and December 17th, 2024, causing major delays and back ups in mail delivery into January 2025. The OWWCO issues renewal notices to water and wastewater operators three (3) months prior to certificate expiry to allow for application to be made and renewed prior to expiry. Upon inquiry, OWWCO staff indicated that application processing can generally take up to twenty-one (21) days. It is recommended that the municipality and it's engineering consultant ensure all expiry dates of any individual operator certificates, and all water and wastewater control documents associated with each of the facilities under their ownership (and/or) care are documented through various means. This will help to ensure applications for renewal (some of which can be required six (6) months prior to expiry) are submitted and can be processed within proper timelines to ensure re-issuance and compliance with legal requirements is maintained.			

Question ID	DWMR1074001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 128/04   25   (1);			
<b>Question:</b> Were operators-in-charge designated for all subsystems which comprise the drinking water system?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Operators-in-charge were designated for all subsystems.

The municipality currently designates the Operator on Call as the Operator In Charge (OIC) for both municipal residential drinking water systems within the municipality, unless the on-call operator is an OIT. The schedule is maintained at the municipal office.

Question ID	DWMR1075001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 128/04   22;			
<b>Question:</b> Were all operators certified as required?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All operators were certified as required.			

Question ID	DWMR1076001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (2);			
<b>Question:</b> Were adjustments to the treatment equipment only made by certified operators?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Adjustments to the treatment equipment were only made by certified operators.			



**Ministry of the Environment, Conservation and Parks  
Drinking Water Inspection Report**

**APPENDIX A**

**REFERENCE GUIDE FOR STAKEHOLDERS**

# 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 Public Information Centre if you need assistance or have questions at 1-800-565-4923/416-325-4000 or [picemail.moe@ontario.ca](mailto:picemail.moe@ontario.ca).

For more information on Ontario's drinking water visit [www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater) and email [drinking.water@ontario.ca](mailto:drinking.water@ontario.ca) to subscribe to drinking water news.



PUBLICATION TITLE	PUBLICATION NUMBER
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	7889e01
FORMS: Drinking Water System Profile Information, Laboratory Services Notification, Adverse Test Result Notification Form	7419e, 5387e, 4444e
Procedure for Disinfection of Drinking Water in Ontario	4448e01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	7152e
Total Trihalomethane (TTHM) Reporting Requirements Technical Bulletin (February 2011)	8215e
Filtration Processes Technical Bulletin	7467
Ultraviolet Disinfection Technical Bulletin	7685
Guide for Applying for Drinking Water Works Permit Amendments, Licence Amendments, Licence Renewals and New System Applications	7014e01
Certification Guide for Operators and Water Quality Analysts	
Guide to Drinking Water Operator Training Requirements	9802e
Taking Samples for the Community Lead Testing Program	6560e01
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	7423e
Guide: Requesting Regulatory Relief from Lead Sampling Requirements	6610
Drinking Water System Contact List	7128e
Technical Support Document for Ontario Drinking Water Quality Standards	4449e01

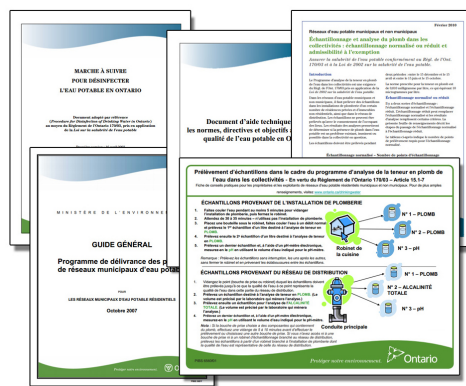
[ontario.ca/drinkingwater](http://ontario.ca/drinkingwater)



# 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 Centre d'information au public au 1 800 565-4923 ou au 416 325-4000, ou encore à [picemail.moe@ontario.ca](mailto:picemail.moe@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) ou envoyez un courriel à [drinking.water@ontario.ca](mailto:drinking.water@ontario.ca) pour suivre l'information sur l'eau potable.

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Prendre soin de votre eau potable – Un guide destiné aux membres des conseils municipaux	7889f01
Renseignements sur le profil du réseau d'eau potable, Avis de demande de services de laboratoire, Formulaire de communication de résultats d'analyse insatisfaisants et du règlement des problèmes	7419f, 5387f, 4444f
Marche à suivre pour désinfecter l'eau potable en Ontario	4448f01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids (en anglais seulement)	7152e
Total Trihalomethane (TTHM) Reporting Requirements: Technical Bulletin (février 2011) (en anglais seulement)	8215e
Filtration Processes Technical Bulletin (en anglais seulement)	7467
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	7685
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable, de modification du permis de réseau municipal d'eau potable, de renouvellement du permis de réseau municipal d'eau potable et de permis pour un nouveau réseau	7014f01
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	
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802f
Prélèvement d'échantillons dans le cadre du programme d'analyse de la teneur en plomb de l'eau dans les collectivités	6560f01
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	7423f
Guide: Requesting Regulatory Relief from Lead Sampling Requirements (en anglais seulement)	6610
Liste des personnes-ressources du réseau d'eau potable	7128f
Document d'aide technique pour les normes, directives et objectifs associés à la qualité de l'eau potable en Ontario	4449f01

[ontario.ca/eaupotable](http://ontario.ca/eaupotable)