

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

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**Ministère de l'Environnement, de la Protection de  
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March 25, 2025

Denis Duguay  
CAO-Clerk  
The Corporation of the Village of Burk's Falls  
172 Ontario Street  
Burk's Falls, Ontario, POA 1CO

Dear Mr. Duguay:

**RE: Inspection of the Burk's Falls Drinking Water System on January 21, 2025 | Planned Event No. 1-329727829**

Attached to this letter is the report for the recent announced inspection completed at the Burk's Falls Drinking Water System (DWS) on January 21, 2025, and the corresponding Incident Rating Report (IRR) and Risk Methodology document. This report provides an assessment of compliance and conformance based on observations and information available during the inspection review period only.

**CORRECTIVE ACTIONS**

Instances of non-compliance and/or non-conformance were identified during the inspection. Please refer to the "NON-COMPLIANCE/NON-CONFORMANCE ITEMS" section within the report to determine the actions required and take any necessary steps by the date(s) prescribed to bring the system/facility into compliance/conformance.

The IRR is a summarized quantitative measure of the drinking water system's annual inspections and is published in the Ministry's Chief Drinking Water Inspector's Annual Report. The Risk Methodology document describes the risk rating methodology which has been applied to the findings of the Ministry's municipal residential drinking water system/licensed laboratory inspection results.

If you have questions or concerns, please contact me by email at [lori.duquette@ontario.ca](mailto:lori.duquette@ontario.ca) or by telephone at 705-845-1917.



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Lori Duquette  
Water Compliance Officer/  
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Attachments:

Cc: Don Michaud, Operator with Overall Responsibility, OCWA  
Monique Mallette, Process and Compliance Technician, OCWA  
Paul Dyrda, Operations Manager, OCWA  
Derek Smith, Operator, Village of Burk's Falls  
Sherry Ilersich, Water Compliance Supervisor, Timmins/North Bay, MECP  
Robert A'Muhong, Program Manager, North Bay - Parry Sound and District Health Unit  
Alain Belanger, Ministry of Natural Resources, Acting District Manager, North Bay District Office



**BURK'S FALLS DRINKING WATER SYSTEM (WELLS 2 & 3)**

Physical Address: HIGH ST AND GEORGE ST, ,  
BURK'S FALLS, ON P0A 1C0

## **INSPECTION REPORT**

System Number: 220000567

Entity: MUNICIPALITY OF THE  
VILLAGE OF BURKS FALLS  
ONTARIO CLEAN WATER  
AGENCY

Inspection Start Date: January 14, 2025

Site Inspection Date: January 21, 2025

Inspection End Date: February 18, 2025

Inspected By: Lori Duquette

Badge #: 812



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(signature)

## INTRODUCTION

### Purpose

This announced, focused inspection was conducted to confirm compliance with Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

### Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review 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 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.

### Facility Contacts and Dates

The drinking water system is owned by the Corporation of the Village of Burk's Falls and operated by the Ontario Clean Water Agency.

The system serves an estimated population of 1,069 and is categorized as a Large Municipal Residential System. Information reviewed for this inspection covered the time period of May 1, 2023, to January 20, 2025.

On January 20, 2025, a physical inspection of the Burk's Falls Drinking Water System (DWS) was conducted by Lori Duquette, Water Compliance Officer, MECP North Bay Office. The inspector was accompanied by the following OCWA staff: Monique Mallette, Process Compliance Technician (PCT), and Don Michaud, Overall Responsible Operator for Burk's Falls DWS. The following municipal operators were also present for the inspection: Derek Smith, Trevor Hall and Chris Cowling.

### **Systems/Components**

All locations associated with primary disinfection were visited as part of this inspection. The following sites were visited as part of the inspection of the drinking water system:

- Well No. 2 Pumphouse;
- Well No. 3 Pumphouse; and
- the Burk's Falls Standpipe.

### **Permissions/Approvals**

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals at the time of the inspection in addition to the requirements of the Safe Drinking Water Act (SDWA) and its regulations:

- Drinking Water Works Permit (DWWP) No. 256-201, Issue No. 5, issued on November 16, 2020; and
- Municipal Drinking Water Licence (MDWL) No. 256-101, issued on November 16, 2020.

## NON-COMPLIANCE

The following item(s) have been identified as non-compliance, based on a "No" response captured for a legislative question(s). For additional information on each question see the Inspection Details section of the report.

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

Item	Question	Compliance Response/Corrective Action(s)
NC-1	<p><b>Question ID:</b> DWMR1115001</p> <p>Were the inspection questions sufficient to address other non-compliance items identified during the inspection period?</p>	<p>The following instance(s) of non-compliance were also noted during the inspection:</p> <p>During the completion of this inspection report, the Water Compliance Officer became aware of a water quality complaint that was not documented in accordance with the standard operating procedure (SOP) created to meet the requirements of Condition 16.2.7 of Schedule B of the MDWL (i.e. OCWA Community Complaints SOP issued September 13, 2012).</p> <p>Condition 16.2.7 requires that the operations and maintenance manual include procedures for dealing with complaints related to the drinking water system, including the recording of the nature of the complaint and any investigating and corrective action taken in respect to the complaint.</p> <p>Condition 16.4 of Schedule B of the MDWL requires that procedures included or referenced within the operations and maintenance manual must be implemented.</p> <p>Therefore, failing to follow the requirements of an SOP required to be a part of the operation and maintenance manual is a violation of condition 16.4 of the MDWL.</p> <p><b>ACTION REQUIRED:</b></p> <p>By no later than May 15, 2025, the owner/operating authority shall provide Water Compliance Officer Lori Duquette of the North Bay MECP office with written documentation confirming the actions being taken to ensure the</p>

following:

- that the standard operating procedure provides sufficient guidance for brown water complaints; and
- that all of the MDWL required aspects of a water complaint (i.e. recording the nature of the complaint, any investigation and corrective actions taken) are adequately documented on the associated water complaint form.

## **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	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.  Both wells are located within roofed well houses with concrete floors. Both are also equipped with a screened vent. As a result, the risk of surface water or other foreign material entering well via the wellhead is low.  Note: During the inspection conducted on June 30, 2021, it was noted that attempts to seal and grade the area immediately adjacent to the well # 3 casing with bentonite had resulted in a surface that is deeply cracked. It was recommended that the owner continue efforts to seal the cracks and grade area immediately adjacent to the well casing. On November 22, 2021, the municipality confirmed that concrete was installed around well #3 and has filled all the cracks.  No issues were noted during the January 2025 physical inspection.			

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.  Section 16.0 of Schedule B of the Municipal Drinking Water Licence (MDWL) provides the following conditions to address operations and maintenance with respect to the wells:  16.2.8 An inspection schedule for all wells associated with the drinking water system,			

including all production wells, standby wells, test wells and monitoring wells;

16.2.9 Well inspection and maintenance procedures for the entire well structure of each well including all above and below grade well components; and

16.2.10 Remedial action plans for situations where an inspection indicates non-compliance with respect to regulatory requirements and/or risk to raw well water quality.

The operations and maintenance manuals contain procedures for above grade well inspections annually and below grade inspections every ten (10) years. Both procedures also include remedial actions required if any issues are identified during the inspections.

The above ground portion of well # 3 was inspected on June 5, 2024, and on August 19, 2024, for well # 2.

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?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Flow monitoring was performed as required.  Section 2.0 of Schedule C of Municipal Drinking Water Licence (MDWL) Number 256-101 issue No. 3 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of: 1. the flow rate and daily volume of water conveyed from the treatment system to the distribution system; and 2. the flow rate and daily volume of water conveyed into the treatment system.  There is a magnetic flow meter that monitors the flow rate and volume of water taken from well # 3 and supplied to the distribution system. This same flow meter also monitors any flows from well # 2, as long as well # 3 is not running. This is deemed to be acceptable so long as well # 2 would only be used to supply water to the system if well # 3 was not supplying water to the system. If well # 2 were ever to be reinstated as a production well, an acceptable flow measuring device capable of measuring and recording instantaneous and total flow would need to be installed to meet the requirements of the MDWL.			

Question ID	DWMR1016001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			

**Question:**

Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?

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

The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions.

The MDWL identifies the rated capacity for the Burk's Falls Drinking Water System as 972 m3/day of total flow into the distribution system on any given calendar day.

A review of plant records for this inspection period indicated that the rated capacity was not exceeded. The maximum daily flow into the distribution system during the inspection period occurred in May 2024 and was 551 m3.

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	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.			

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?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed.  In accordance with Section 1-2(2)3 of Schedule 1 of O. Reg. 170/03, the owner of a drinking water system that obtains water from a raw water supply that is ground water shall ensure water treatment equipment capable of achieving primary disinfection in accordance with the Ministry's Procedure for Disinfection of Drinking Water in Ontario is operated in a manner that achieves the required design capabilities. The Procedure for Disinfection of Drinking Water in Ontario states, "Where the drinking-water system obtains water from a raw water supply which is ground water, the treatment process must, as a minimum, consist of disinfection and must be credited with achieving an overall performance that provides, at a minimum 2-log (99%) removal or inactivation of viruses before the water is delivered to the first consumer."  The Burk's Falls Drinking Water System satisfies the above criteria using free chlorine and CT disinfection to achieve primary disinfection. For groundwater sources with a pH between 6 and 9 and a temperature of 0.5 degrees C (worst case scenario), the Procedure for Disinfection of Drinking Water in Ontario requires a CT value of 6 mg.min/L for primary disinfection. The Burk's Falls treatment system is designed to achieve 15 minutes of chlorine contact time at a flow of 675 L/min (maximum flow). Therefore, the minimum chlorine residual required under the worst-case conditions is 0.4 mg/L (6 mg.min/L ÷ 15 min).  In the summer of 2024, the operating authority contacted the local ministry office to verify if they could revise their CT calculation to include the direct trunk watermain from the pumphouse to the water tower. The revised calculation and CT details were reviewed by a ministry Water Engineer from Environmental Permissions Branch and concurrence was provided to use the modified CT calculation.  However, at the time of the inspection it was noted that the monitoring location for primary disinfection was not adjusted to monitor after the trunk watermain. For this reason, OCWA			

and the municipality decided to continue using the original CT calculation rather than change the primary disinfection monitoring location.

The free chlorine residual continuous monitoring data was reviewed for the inspection period and assessed against the original CT calculation. Based on information provided CT was met for the duration in the inspection period. It should also be noted that the primary disinfection alarms were maintained well above what was required to meet CT for the duration of the inspection period as well.

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.  Subsection 7-2(3) of Schedule 7 to O. Reg. 170/03 required the owner and operating authority for the system to ensure at least seven (7) water samples were collected weekly from locations in the distribution system and tested for free chlorine residual. Additionally, the required sampling must be conducted in accordance with the rules prescribed by subsection 7-2(4) of Schedule 7 of O. Reg. 170/03. The rules stipulate the following: <ul style="list-style-type: none"> <li>- At least four (4) of the samples must be taken on one day of the week, at least 48 hours after the last sample was taken in the previous week.</li> <li>- At least three (3) of the samples must be taken on a second day of the week, at least 48 hours after the last sample taken on the day noted above.</li> <li>- When more than one sample is taken on the same day of the week under the paragraphs noted above, each sample must be taken from a different location.</li> </ul> For the duration of this inspection period the above noted requirements were met. Secondary			

disinfection monitoring was conducted following the option permitted under subsection 7-2(4) (i. e. four (4) free chlorine residual samples on one day then three (3) free chlorine residual samples on a second day).

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.  In the Burk's Falls DWS, a treated water sample line draws water from the end of the contact pipe, back into the well house for well # 3. Free chlorine residual is continuously monitored using the treated water sample line.  Note: If in the future, the municipality and operating authority would include the additional contact time achieved in the trunk watermain from the contact pipe to the water tower, either the primary disinfection monitoring point would need to be relocated, a new sampling point added or apply for regulatory relief from this requirement and get approval for an alternate monitoring option.			

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.  OCWA operators review online continuous monitoring data remotely on weekdays. Municipal operators also review monitoring trends daily using the circular chart recorder in the well house at well #3.  It was also indicated that OCWA generates a daily summary of trends and sends it to the municipal operators daily every morning. These summaries are also reviewed daily.			

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.  It was indicated that the free chlorine analyzer tests the residual every second and sends the information instantaneously to the circular chart and OCWA Wonderware program. OCWA also uploads information from Wonderware to WISKI every 2 minutes.  Based on a review of the continuous monitoring records and operational logs, the free chlorine residual analyzer did meet the above noted requirements.  Note: During the previous inspection, there were several occasions where the analyzer was not reading accurately due to slope issues after calibration, electrolyte change, probe and cap maintenance. It was indicated that the analyzer could require an extended period of time (i.e. few hours up to 24 hours) initially for readings to stabilize after the above noted maintenance or calibration.  As part of the inspection report, the owner/operating authority was required to provide written documentation on actions being taken to ensure compliance with the continuous analyzer testing and recording frequency or request for regulatory relief and propose an alternate frequency during slope issues.  On June 27, 2023, OCWA provided a revised standard operating procedure (SOP) for analyzer maintenance and calibration which includes details and requirements relating to instances when the analyzer is reading inaccurately or when chlorine level is above 5.0 mg/L. Training was provided to all the operators and the SOP implemented.			

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?			

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

All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards

At the time of the inspection, it was indicated that the monitoring system is equipped with a low free chlorine residual alarm which triggers both a call out and well pump shutdown at 1.0 mg/L. In the event of an alarm event, a call-out system cycles through a list of operators and municipal staff until the call is answered.

Note: If the free chlorine residual drops below 0.4 mg/L the operators will do an assessment of the current CT being achieved using OCWA's "Worst case CT calculation".

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;			
<b>Question:</b> Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All continuous analysers were calibrated, maintained, and operated as required.			

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?

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

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;			
<b>Question:</b> Were treated microbiological sampling requirements prescribed by Schedule 10-3 of O. Reg. 170/03 for large municipal residential systems met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Treated microbiological sampling requirements were met.  Section 10-3 of Schedule 10 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least one sample of treated water is collected weekly and tested for E. coli, total coliforms and HPC.  A review of the microbiological sample data indicated that the owner and operating authority have complied with the treated water sampling requirements under Schedule 10 of O. Reg. 170/03.			

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.  Based on an estimated population of fewer than 1000, section 10-2 of Schedule 10 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least nine (9) water samples are collected monthly from distribution system sites and tested for E. coli and total coliforms, with 25% of those samples tested for general bacteria population expressed as colony counts on a heterotrophic plate count (HPC).  Throughout the inspection period, a minimum of three distribution samples were collected weekly. All samples are submitted to an accredited laboratory for total coliform and E. coli.			

analysis. One of the distribution samples is also submitted for heterotrophic plate count (HPC) analysis each week, meeting the requirement to ensure 25% of distribution system samples are analyzed for general bacteria population expressed as colony counts on a heterotrophic plate count.

Note: At the time of the inspection, it was indicated that the population of Burk's Falls is now 1,069. Therefore, nine (9) microbiological samples are now required to be collected monthly from the Burk's Falls distribution system.

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.  Section 13-2 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least one sample of treated water is collected every 36 months (+/- 60 days) and tested for every parameter set out in Schedule 23 (Inorganics).  Treated water sampling for Schedule 23 (Inorganic) parameters was conducted on January 24, 2018, January 19, 2021, and January 16, 2024. The next set of samples are due in January 2027.			

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);			

**Question:**

Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg. 170/03 met?

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

Organic parameter sampling requirements were met.

Section 13-4 of Schedule 13 to O. Reg. 170/03 requires the owner and operating authority for the system to ensure at least one sample of treated water is collected every 36 months (+/- 60 days) and tested for every parameter set out in Schedule 24 (Organics).

Treated water sampling for Schedule 24 (Organic) parameters was conducted on January 24, 2018, January 19, 2021, and January 16, 2024. The next set of samples are due in January 2027.

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.			
Section 13-6.1 of Schedule 13 of O. Reg. 170/03 requires the owner and operating authority for the system to ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water system's distribution system, or plumbing that is connected to the drinking water system, that is likely to have an elevated potential for the formation of haloacetic acids (HAAs)			
HAA samples were collected from the distribution system on July 19 and October 23, 2023, January 16, April 24, July 29 and October 16, 2024, and January 14, 2025. The HAA running annual average (RAA) in January 2025 was 16.8 ug/L.			
All samples were collected at 140 Dimsdale Street.			

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);			

**Question:**

Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?

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

Trihalomethane sampling requirements were met.

Section 13-6 of Schedule 13 of O. Reg. 170/03 requires the owner and operating authority for the system to ensure that at least one distribution sample is taken in each calendar quarter, from a point in the drinking water system's distribution system or plumbing that is connected to the drinking water system, that is likely to have an elevated potential for the formation of trihalomethanes (THM).

THM samples were collected from the distribution system on July 19 and October 23, 2023, January 16, April 24, July 29 and October 16, 2024, and January 14, 2025. The THM RAA in January 2025 was 32 ug/L.

All samples were collected at 567 High Street.

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.			
Section 13-7 of Schedule 13 of O. Reg. 170/03 requires the owner and the operating authority for the system to ensure that at least one water sample is collected every three months from the point at which water enters the drinking water systems' distribution system.			
For this inspection period, nitrate/nitrite samples of treated water were collected on July 19 and October 23, 2023, January 16, April 24, July 29 and October 16, 2024, and January 14, 2025.			

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.

Sampling of treated water for sodium was last conducted on January 25, 2024 (26.1 mg/L), with a resample collected on February 1, 2024 (27 mg/L).

Note: There has been a long-term drinking water advisory in place for the Burk's Falls Drinking Water System because sodium concentrations are above 20 mg/L. The municipality advises users by posting notices at public buildings, the public fountain, and in an annual newsletter to residents.

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.  Treated water sampling for fluoride analysis was conducted on March 9, 2011, February 3, 2015, and January 21, 2020. The next fluoride sample is due in 2025.			

Question ID	DWMR1104001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   16-6   (1); SDWA   O. Reg. 170/03   16-6   (2); SDWA   O. Reg. 170/03   16-6   (3); SDWA   O. Reg. 170/03   16-6   (3.1); SDWA   O. Reg. 170/03   16-6   (3.2); SDWA   O. Reg. 170/03   16-6   (4); SDWA   O. Reg. 170/03   16-6   (5); SDWA   O. Reg. 170/03   16-6   (6);			
<b>Question:</b> Were immediate verbal notification requirements for adverse water quality incidents met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Immediate verbal notification requirements for adverse water quality incidents were met.  During this inspection period, only one adverse water quality incident (AWQI) occurred. The sodium exceedance reported in January 2024 met both the notification and corrective action requirements of O. Reg 170/03.			

Question ID	DWMR1101001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   17-1; SDWA   O. Reg. 170/03   17-10   (1); SDWA   O. Reg. 170/03   17-11; SDWA   O. Reg. 170/03   17-12; SDWA   O. Reg. 170/03   17-13; SDWA   O. Reg.			

170/03 | 17-14; SDWA | O. Reg. 170/03 | 17-2; SDWA | O. Reg. 170/03 | 17-3; SDWA | O. Reg. 170/03 | 17-4; SDWA | O. Reg. 170/03 | 17-5; SDWA | O. Reg. 170/03 | 17-6; SDWA | O. Reg. 170/03 | 17-9;

**Question:**

For large municipal residential systems, were corrective actions, including any steps directed by the Medical Officer of Health, taken to address adverse conditions?

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

Corrective actions were taken to address adverse conditions.

Question ID	DWMR1113001	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   10.1   (3);			
<b>Question:</b> Were changes to the system registration information provided to the ministry within ten (10) days of the change?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Changes to the system registration information were provided as required.			

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?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> 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?			

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

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.  Current security measures provided at the Burk's Falls DWS included the following: - locked doors on all buildings; - intruder alarm installed at well # 3 pumphouse, and - frequent visits by an operator to well # 3 pumphouse.			

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?			

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

An overall responsible operator was designated for all subsystem.

At the time of the inspection, it was indicated that Don Michaud, OCWA operator is the overall responsible operator (ORO) for the Burk's Falls DWS and that Darren Aljoe, OCWA operator, is the backup ORO.

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?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Operators-in-charge were designated for all subsystems.			

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.			



Question ID	DWMR1115001	Question Type	Legislative
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> Were the inspection questions sufficient to address other non-compliance items identified during the inspection period?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> <p>The following instance(s) of non-compliance were also noted during the inspection:</p> <p>During the completion of this inspection report, the Water Compliance Officer became aware of a water quality complaint that was not documented in accordance with the standard operating procedure (SOP) created to meet the requirements of Condition 16.2.7 of Schedule B of the MDWL (i.e. OCWA Community Complaints SOP issued September 13, 2012).</p> <p>Condition 16.2.7 requires that the operations and maintenance manual include procedures for dealing with complaints related to the drinking water system, including the recording of the nature of the complaint and any investigating and corrective action taken in respect to the complaint.</p> <p>Condition 16.4 of Schedule B of the MDWL requires that procedures included or referenced within the operations and maintenance manual must be implemented.</p> <p>Therefore, failing to follow the requirements of an SOP required to be a part of the operation and maintenance manual is a violation of condition 16.4 of the MDWL.</p> <p><b>ACTION REQUIRED:</b></p> <p>By no later than May 15, 2025, the owner/operating authority shall provide Water Compliance Officer Lori Duquette of the North Bay MECP office with written documentation confirming the actions being taken to ensure the following:</p> <ul style="list-style-type: none"> <li>- that the standard operating procedure provides sufficient guidance for brown water complaints; and</li> <li>- that all of the MDWL required aspects of a water complaint (i.e. recording the nature of the complaint, any investigation and corrective actions taken) are adequately documented on the associated water complaint form.</li> </ul> <p>No additional items to note.</p>			

## **APPENDIX A**

### **DRINKING WATER SYSTEM (DWS) COMPONENT INFORMATION REPORT**

# DWS Component Information Report for 220000567

as of 24-MAR-2025

## Drinking Water System Profile Information

**DWS #** 220000567  
**MOE Assigned Name** Burk'S Falls Drinking Water System  
**Category** LMRS  
**Regulation** O.REG 170/03  
**DWS Type** Well Supply  
**Source Type** Ground Water  
**Address**  
**Region** Northern Region  
**District** North Bay Area Office  
**Municipality** Burk'S Falls  
**Public Health Unit** North Bay Parry Sound District Health Unit

LWIS Component Name	LWIS Component Type	LWIS Component Sub-Type	Component Address	Comments
Distribution (Water Inspection)	Other	Reservoir		A steel water tower (standpipe) with a storage capacity of 1588 m3 is located near the corner of High St. and Main St. at 409 High St. This water tower was commissioned on May 6, 2017.
Well 2 Raw (Standby)	Source	Ground		<p>From the Water Well Record for Well 2:</p> <ul style="list-style-type: none"><li>• it was completed on September 6, 1968</li><li>• drilled in overburden to a depth of 62 feet below ground surface (BGS)</li><li>• casing<ul style="list-style-type: none"><li>- ten-inch I.D. steel casing to a depth of 49 feet BGS</li><li>- ten-inch stainless steel well screen from 49 to 59 feet BGS</li></ul></li><li>• recommended pumping rate of 110 GPM at at 40 feet BGS.</li></ul> <p>On April 6, 2009, Well 2 was equipped with the old 10 HP submersible pump from Well 3.</p>
Well 3 Raw	Source	Ground		<p>From the Water Well Record for Well 3:</p> <ul style="list-style-type: none"><li>• completed on August 30, 1995</li><li>• drilled in to a depth of 70.3 feet below ground surface (BGS)</li><li>• Red granite was encountered at around 68 feet BGS</li><li>• casing<ul style="list-style-type: none"><li>- eight-inch steel casing from top of well to 57 feet BGS</li><li>- eight-inch stainless steel screen from 58 to 68 feet BGS</li></ul></li><li>• bentonite seal installed from 0 to 40 feet BGS.</li><li>• recommended pump rate of 150 GPM with pump set at 52.5 feet BGS</li></ul> <p>Well 3 is housed within the drinking water treatment facility located on the George Street road allowance. A new 15 HP submersible pump was installed on May 22, 2018.</p>
Well 3 Treated	Treated Water Poe	Pumphouse		The treatment processes for the Burk's Falls Drinking Water System takes place at Well 3. Water is pumped from either Well 2 (emergency only) or Well 3 and is

## DWS Component Information Report for 220000567

as of 24-MAR-2025

LWIS Component Name	LWIS Component Type	LWIS Component Sub-Type	Component Address	Comments
				injected with 12% sodium hypochlorite. The well house at Well 3 is equipped with one sodium hypochlorite tank with spill containment and two metering pumps. The injection point is at the discharge header. There is a static mixer located on the discharge header downstream of the sodium hypochlorite injection point. Oversized watermain consisting of 5.5 m of 300 mm diameter pipe and 36 m of 600 mm diameter pipe for chlorine contact is located in the George Street Right-of-Way.
Distribution	Other	Other		The Burk's Falls water distribution system is comprised mostly of a combination of 4", 6" and 8" cast iron pipe, as well as 4" and 6" PVC piping. Service connections are generally 3/4", 1" and 1 1/2" plastic, copper and galvanized lines. The drinking water system serves a population of approximately 848 residents (source: 2008 Municipal Directory).

## **APPENDIX B**

### **INSPECTION RISK RATING (IRR) DOCUMENTATION**

<b>DWS Name:</b>	BURK'S FALLS DRINKING WATER SYSTEM (WELLS 2 & 3)
<b>DWS Number:</b>	220000567
<b>DWS Owner:</b>	MUNICIPALITY OF THE VILLAGE OF BURKS FALLS
<b>Municipal Location:</b>	BURK'S FALLS
<b>Regulation:</b>	O.REG. 170/03
<b>DWS Category:</b>	DW Municipal Residential
<b>Type of Inspection:</b>	Focused
<b>Compliance Assessment Start Date:</b>	Jan-14-2025
<b>Ministry Office:</b>	North Bay Area Office

Maximum Risk Rating: 493

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Distribution System	0/4
Logbooks	0/14
Operations Manuals	0/14
Other Inspection Findings	0/0
Reporting & Corrective Actions	0/70
Source	0/14
Treatment Processes	0/193
Water Quality Monitoring	0/112
Overall - Calculated	0/493

Inspection Risk Rating:	0.00%
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Final Inspection Rating:	100.00%
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## Ministry of the Environment, Conservation and Parks - Detailed Inspection Rating Record (Reporting Year - 2024-25)

**DWS Name:** BURK'S FALLS DRINKING WATER SYSTEM (WELLS 2 & 3)

**DWS Number:** 220000567

**DWS Owner Name:** MUNICIPALITY OF THE VILLAGE OF BURKS FALLS

**Municipal Location:** BURK'S FALLS

Regulation: O.REG. 170/03

**DWS Category:** DW Municipal Residential

**Type of Inspection:** Focused

**Compliance Assessment Start Date:** Jan-14-2025

**Ministry Office:** North Bay Area Office

Non-Compliance Question(s)	Non Compliance Risk
<b>Other Inspection Findings</b>	
Were the inspection questions sufficient to address other non-compliance items identified during the inspection period?	0
<b>Overall - Total</b>	<b>0</b>

**Maximum Question Rating: 493**

<b>Inspection Risk Rating:</b>	<b>0.00%</b>
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<b>FINAL INSPECTION RATING:</b>	<b>100.00%</b>
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## **APPENDIX C**

### **KEY REFERENCE AND GUIDANCE MATERIAL 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 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/page/drinking-water](http://www.ontario.ca/page/drinking-water)



## Click on the publication below to access it

- [Drinking Water System Profile Information Form - 012-2149E](#)
- [Laboratory Services Notification Form – 012-2148E](#)
- [Adverse Test Result Notification Form – 012-4444E](#)
- [Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils](#)
- [Procedure for Disinfection of Drinking Water in Ontario](#)
- [Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids](#)
- [Filtration Processes Technical Bulletin](#)
- [Ultraviolet Disinfection Technical Bulletin](#)
- [Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments](#)
- [Certification Guide for Operators and Water Quality Analysts](#)
- [Training Requirements for Drinking Water Operator](#)
- [Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption](#)
- [Drinking Water System Contact List – 7128E01](#)
- [Ontario's Drinking Water Quality Management Standard - Pocket Guide](#)
- [2020 Watermain Disinfection Procedure](#)
- [List of Licensed Laboratories](#)

# 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 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/fr/page/eau-potable](http://www.ontario.ca/fr/page/eau-potable)

## Cliquez sur la publication pour y accéder

- [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](#)
- [Marche à suivre pour désinfecter l'eau potable en Ontario](#)
- [Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection](#)
- [Filtration Processes Technical Bulletin \(en anglais seulement\)](#)
- [Ultraviolet Disinfection Technical Bulletin \(en anglais seulement\)](#)
- [Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable](#)
- [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](#)
- [Exigences d'exploitant d'eau potable en formation](#)
- [Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption](#)
- [Liste des personnes-ressources du réseau d'eau potable](#)
- [L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche](#)
- [2020 Watermain Disinfection Procedure \(en anglais seulement\)](#)
- [Laboratoires autorisés](#)