May 27, 2019

Sent by Email: cao@kincardine.net

The Municipality of Kincardine
1475 Concession 5
Kincardine ON  N2Z 2X6

Attention: Sharon Chambers
CAO

Re: Underwood Drinking Water System
2019/2020 Inspection Report #1-KVLRJ
Drinking Water Licence #088-103 Issue #2
Drinking Water Works Permit #088-203, Issue #3

The enclosed report documents findings of the inspection that was performed on April 17, 2019. Two sections of the report, namely “Actions Required” and “Recommended Actions”, specify due dates for the submission of information or plans to my attention.

Please note that “Actions Required” are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation, or site-specific approvals, orders or instructions; “Recommended Actions” convey information that the owner or operating authority should consider implementing in order to conform with existing and emerging industry standards.

The report includes an Inspection Summary Rating Record 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 this 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

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

Yours truly,

Matthew Shannon
Water Compliance Inspector
Phone: 519-374-0215
e-mail: matthew.shannon@ontario.ca

Enclosure

c: File SI-BR-KB-C6-540 (2019)
UNDERWOOD DRINKING WATER SYSTEM

Inspection Report

Site Number: 220007052
Inspection Number: 1-KVLRJ
Date of Inspection: Apr 17, 2019
Inspected By: Matthew Shannon
OWNER INFORMATION:

Company Name: KINCARDINE, THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE
Street Number: 1475
Street Name: CONCESSION #5 Conc
City: KINCARDINE
Province: ON
Unit Identifier: 
Postal Code: N2Z 2X6

CONTACT INFORMATION

Type: Operator
Name: Shamus Anderson
Phone: (519) 396-4660
Fax: (519) 396-4673
Email: orokincwaterserv@bmts.com
Title: Overall Responsible Operator - Water and Wastewater Supervisor

Type: Main Contact
Name: Donna Hardman
Phone: (519) 396-4660
Fax: (519) 396-4673
Email: dhardman@bmts.com
Title: Compliance Officer

Type: Owner
Name: Adam Weishar
Phone: (519) 396-3468
Fax: (519) 396-1430
Email: aweishar@kincardine.net
Title: Director of Public Works

INSPECTION DETAILS:

Site Name: UNDERWOOD DRINKING WATER SYSTEM
Site Address: 1240 CONCESSION 6 UNDERWOOD ON N0G 2T0
County/District: KINCARDINE
MECP District/Area Office: Owen Sound Area Office
Health Unit: GREY BRUCE HEALTH UNIT
Conservation Authority: Saugeen Conservation
MNR Office: Owen Sound Field Office
Category: Small Municipal Residential
Site Number: 220007052
Inspection Type: Announced
Inspection Number: 1-KVLRJ
Date of Inspection: Apr 17, 2019
Date of Previous Inspection: Apr 10, 2018

COMPONENTS DESCRIPTION

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

Site (Name): Raw Water Well
Raw water is drawn from one 200 mm diameter well which is approximately 122 meters deep. A submersible well pump with a rated capacity of 1.63 L/s at 65.3 m total dynamic head was installed in February 2017.

The treatment process for the Village of Underwood’s well supply system is disinfection by sodium hypochlorite. The treatment equipment consists of two chemical metering pumps, one duty and one stand-by, complete with alarm and automatic switch over. There is one on-line free chlorine residual analyzer measuring free chlorine residual from a line connected to the end of the chlorine contact chamber. All continuous monitoring data is recorded on a Endress-Hauser data managing unit. The contact chamber is a pipe measuring 8.3 m in length and 600 mm in diameter. Also located in the pumphouse are two 50 mm diameter flow meters and an autotransfer switch for the generator.

A Schedule C was added to the system’s Drinking Water Works Permit in April 2012 for the inclusion of three (3) iron removal filters, each rated at 27 m³/d and equipped with automatic filter backwash mechanism. The filters are installed prior to chlorination. Backwash wastewater is directed to the existing pump chamber to allow solids to settle. The supernatant is then pumped to the existing septic tank. Any settled sludge in the pump chamber will be removed as needed and disposed of in a landfill. During the 2018 annual inspection it was noted the filters have been taken offline. The operating authority indicated they are no longer observing iron or hydrogen sulphide in the raw water.

Treated water is discharged to the Village of Underwood’s distribution system via a 150 mm diameter PVC plastic pipe. The distribution system serves approximately 32 residences and 10 commercial / institutional connections. There are no fire hydrants in the Village of Underwood’s distribution system. However, there are two 2 inch steel pipe blow-offs plus three service connections used to assist flushing the distribution system, when required. There are 5 dead ends but no known cross-connections in the Village of Underwood’s distribution system. The distribution system is designed such that the north, south, east, and west watermains terminate at the last consumer of that extension.
INSPECTION SUMMARY:

Introduction

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

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

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

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.

On April 17, 2019, Provincial Officer Matthew Shannon inspected the Underwood drinking water system with assistance from Shamus Anderson, Municipality of Kincardine. The Underwood drinking water system is owned and operated by the Municipality of Kincardine.

The inspection review period was April 10, 2018 to April 17, 2019.

Source

- Measures were in place to protect the groundwater and/or GUDI source in accordance with any the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.

The Underwood Municipal Drinking Water Licence requires the following to be contained within the operations manual:
1. An inspection schedule for all wells associated with the drinking water system, including all production wells, standby wells, test wells and monitoring wells;
2. A well inspection and maintenance procedures for the entire well structure of each well including all above and below grade well components; and
3. A remedial action plans for situations where an inspection indicates noncompliance with respect to regulatory requirements and/or risk to raw well water quality.

Source

- 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.

On February 28, 2017, W.D. Hopper & Sons Ltd. performed a down hole video inspection of the Underwood well. The inspection identified several joints in the approximately 150 feet of casing were heavily corroded with pitting, scaling and barnacles. In the bedrock, there were up to five (5) water zones identified with fractures.
Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.
  
  The Underwood well pumphouse has a raw and treated water flow meter installed. Each meter was calibrated by Flowmetrix Technical Service in June 2018.

- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

Treatment Processes

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

- Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.

  For ground water systems, the treatment process must, at 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 prior to the first consumer.

  The Underwood drinking water system uses the addition of liquid sodium hypochlorite passing through a contact chamber to achieve primary disinfection. The minimum free chlorine residual required to meet the CT value of 3 is 0.13 mg/L. The Underwood drinking water system has nearly 24 minutes of contact time during times of maximum well pumping. The drinking water system provides an alarm when the point of entry free chlorine residual falls below 0.40 mg/L and the well pump locks out at a free chlorine residual of 0.20 mg/L. Although the well pump locks out when point of entry chlorine drops below 0.20 mg/L, some water is still directed to the consumers due to the pressure tanks. The valve to the distribution system currently has to be closed manually by an operator on site. The Underwood MDWL requires that at all times, CT provided shall be greater than or equal to the CT required to achieve the log removal credits assigned. The owner and operating authority are reminded that a CT check or calculation must be performed whenever the point of entry chlorine drops below 0.13 mg/L and there was water being directed to the users.

  Alarms are tested on an annual basis to ensure lockouts occur when an alarm is triggered for low chlorine.

  A review of the facility's logbook indicated the operators performed their continuous monitoring data checks and noted no issues with primary disinfection trending. The owner and operator are reminded of Ontario Regulation 128/04 record keeping requirements. Section 27 requires an operator-in-charge or a person authorized by an operator-in-charge shall record any unusual or abnormal conditions that were observed in the subsystem during the shift, any action that was taken and any conclusions drawn from the observations. The conclusion of performing the CT checks or calculations in instances where the POE chlorine residual drops below 0.13 mg/L must be recorded in the logbook.

- Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.

  During the inspection review period, the lowest measured free chlorine residual in the distribution system was 0.42 mg/L.

Treatment Processes

- Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.
Treatment Processes

Treatment Process Monitoring

- Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.
  Primary disinfection chlorine monitoring is being conducted at the end of the chlorine contact chamber.

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

- Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.

- 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, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.

- 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 specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.

- All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer’s instructions or the regulation.

Operations Manuals

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

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

Logbooks

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

Security

- The owner had provided security measures to protect components of the drinking water system.
  The treatment facility is kept locked at all times an operator is not present.

Certification and Training

- The overall responsible operator had been designated for each subsystem.
  The designated overall responsible operator is Shamus Anderson.
Certification and Training

- Only certified operators made adjustments to the treatment equipment.

Certification and Training

- Operators-in-charge had been designated for all subsystems which comprised the drinking water system.
- All operators possessed the required certification.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples prescribed by legislation were being met.
- All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
  Inorganic parameters listed in Schedule 23 of Ontario Regulation 170/03 were last sampled in July 2018.
- All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
  Organic parameters listed in Schedule 24 of Ontario Regulation 170/03 were last sampled in July 2018.
- All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.
  Three of the four samples collected, during the inspection review period, had haloacetic acid concentrations below the method detection limit of 5.3 ug/L. The fourth sample had a haloacetic acid concentration of 6.0 ug/L. There is currently no limit for haloacetic acid, however once limits do apply in 2020, the maximum allowable concentration will be 80 ug/L as a running annual average of quarterly results.
- All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.
  The current running annual average concentration of trihalomethanes in the Underwood distribution system is 45.5 ug/L. The Ontario Drinking Water Quality Standard is a running annual average of 100 ug/L.
- All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.
- All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
  Sodium is required to be sampled once every 60 months. Sodium was last sampled in October 2017.
- All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
  Fluoride was last sampled in April 2018. Prior fluoride sampling occurred in April 2013. The range of fluoride concentration in 2013 and 2018 (4 samples) was 1.66 - 1.72 mg/L. The Ontario Drinking Water Quality Standard concentration for fluoride is 1.5 mg/L. The Underwood well supply has naturally occurring fluoride concentrations.
- The owner was required to increase frequency of monitoring as a result of having exceeded half the value of an applicable ODWQS of a Schedule 13-2 or 13-4 parameter(s) and that increased monitoring was
**Water Quality Monitoring**

conducted.

The arsenic concentration in the July 2018 sample was 5.5 ug/L. The result is greater than half the maximum acceptable concentration of 0.01 mg/L (10 ug/L). In January 2019, the owner and operating authority initiated quarterly arsenic sampling, as required by Ontario Regulation 170/03 Schedule 13-5. The January 2019 sample had an arsenic concentration of 5.5 ug/L and the April 2019 sample had an arsenic concentration of 5.4 ug/L.

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

**Water Quality Assessment**

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

An April 2018 sample had a fluoride concentration of 1.69 mg/L. The corresponding resample had a fluoride concentration of 1.72 mg/L. The Ontario Drinking Water Quality Standard for fluoride is a maximum concentration of 1.5 mg/L.

**Reporting & Corrective Actions**

- Corrective actions (as per Schedule 18) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.

An April 2018 sample had a fluoride concentration of 1.69 mg/L. The corresponding resample had a fluoride concentration of 1.72 mg/L. All corrective actions were taken in accordance with Ontario Regulation 170/03.

- All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.

- Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.

**Other Inspection Findings**

- The following items are noted as being relevant to the Drinking Water System:

The operating authority has increased raw water microbiological sampling to a weekly frequency. Since December 2018, there have been nine (9) raw water microbiological samples with a total coliform concentration greater than 0 and two (2) raw water microbiological samples with an E. coli concentration of 1 cfu/100ml.

As the Terms Of Reference: Determination of Minimum Treatment for Municipal Residential Drinking Water Systems Using Subsurface Raw Water Supplies in Ontario are being updated, the owner and operating authority are aware the Underwood well supply may need additional treatment.
NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

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

Not Applicable
SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

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

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

INSPECTION SUMMARY RATING RECORD
**Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2019-2020)**

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<thead>
<tr>
<th>DWS Name</th>
<th>UNDERWOOD DRINKING WATER SYSTEM</th>
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<tr>
<td>DWS Number</td>
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**Maximum Question Rating:** 482

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<td>Treatment Process Monitoring</td>
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**TOTAL** 0 / 482

**Inspection Risk Rating** 0.00%

**FINAL INSPECTION RATING:** 100.00%

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**Maximum Question Rating:** 482

**Inspection Risk Rating:** 0.00%

**FINAL INSPECTION RATING:** 100.00%
APPENDIX B

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 Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario’s drinking water visit www.ontario.ca/drinkingwater

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<td>Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils</td>
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<td>Procedure for Disinfection of Drinking Water in Ontario</td>
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<td>Drinking Water System Contact List</td>
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<td>Ontario’s Drinking Water Quality Management Standard - Pocket Guide</td>
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<td>Watermain Disinfection Procedure</td>
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<td>List of Licensed Laboratories</td>
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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. Communquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d’aide.

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<td>Avis de résultats d’analyse insatisfaisants et de règlement des problèmes</td>
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<td>Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux</td>
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<td>Marche à suivre pour désinfecter l’eau portable en Ontario</td>
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<td>Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection</td>
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<td>Filtration Processes Technical Bulletin (en anglais seulement)</td>
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<td>Guide de présentation d’une demande de modification du permis d’aménagement de station de production d’eau potable</td>
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<td>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</td>
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