



TOWN OF ERIN
REGULAR COUNCIL MEETING
AGENDA

March 27, 2025

3:00 PM

Municipal Council Chamber

Pages

1. **Call to Order**
2. **Approval of Agenda**
3. **Declaration of Pecuniary Interest**
4. **Community Announcements**
5. **Adoption of Minutes** 1 - 4
March 13th - Regular Council Meeting
6. **Business Arising from the Minutes**
7. **Delegations/Petitions/Presentations**
8. **Reports**
 - 8.1 F2025-05 Insurance Renewal 2025 5 - 22
 - 8.2 F2025-06 Water Rates – April 1, 2025, to December 31, 2025 23 - 24
 - 8.3 W2025-04 Drinking Water Annual and Summary Reports 25 - 69
 - 8.4 W2025-05 Town of Erin 2024 Risk Management Official and Municipal Annual Reports for Source Water Protection 70 - 75
 - 8.5 W2025-06 Appointments of Risk Management Inspectors / Alternate Risk Management Official 76 - 77
9. **Correspondence** 78
2025 Activity List
10. **Closed Session**
Matters under the following exemptions in the Municipal Act S. 239 (2):

(b) personal matters about an identifiable individual, including municipal or local board employees; with respect to personnel.
11. **Return from Closed Session**

11.1 Motion to Reconvene

11.2 Report Out

12. By-Laws

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Water Service Rates and Service Fees By-law

Risk Management Inspectors and Alternate Risk Management Officials

Appointment By-law

Confirming By-law

13. Notice of Motion

14. Adjournment



TOWN OF ERIN
MINUTES OF THE REGULAR COUNCIL MEETING

March 13, 2025
3:00 PM
Municipal Council Chamber

Present:	Michael Dehn	Mayor
	Cathy Aylard	Councillor
	John Brennan	Councillor
	Jamie Cheyne	Councillor
	Bridget Ryan	Councillor
Staff Present:	Rob Adams	Chief Administrative Officer
	Joe Forte	Director of Planning & Development/Chief Building Official
	Brian Kavanagh	Director of Infrastructure Services & Town Engineer
	Nina Lecic	Director of Legislative Services & Town Clerk
	Jennifer McPetrie	Director of Community Services
	Wendy Parr	Director of Finance & Treasurer
	Justin Grainger	Deputy Clerk
	David Waters	Manager of Planning & Development

1. Call to Order

Mayor Dehn called the meeting to order at the hour of 3:00 PM.

2. Approval of Agenda

Resolution # 25-41

Moved By Councillor Brennan
Seconded By Councillor Ryan

That Council permits a delegation by Stan Goveas with respect to item 8.2, "PD2025-06 Recommendation Report, Objections to Re-Issued Notices of Intention to Designate – 93 Trafalgar Road, 3 Station Street, and 12 Orangeville Street" on the agenda.

Carried

Resolution # 25-42

Moved By Councillor Brennan
Seconded By Councillor Aylard

That the agenda be approved as amended.

Carried

3. Declaration of Pecuniary Interest

None.

4. Community Announcements

- On March 21st, the Erin Chamber of Commerce is hosting the Mayor's Breakfast at the Erin Legion. The event starts at 8:00 AM and will include

an update on the Erin Grist Mill Library, updates from the Mayor and CAO, and a talk on mental health in the workplace.

- On March 26th, the Erin Agricultural Society is hosting its 3rd annual "Horse Heritage Movie Night" at Centre 2000. Doors open at 6:00 PM and the movie starts at 7:00 PM. Tickets are available at Sharpe's in Erin Village.
- The nomination deadline for the Town of Erin Shamrock Awards has been extended to March 15th. The ceremony takes place on April 16th at Centre 2000.
- Yoga classes are available at Centre 2000 from March 19th to April 30th on Wednesdays from 7:30 PM to 8:30 PM. Please contact the Parks & Recreation Department to sign up.

Details on these and more at www.erin.ca/whats-on/

5. Adoption of Minutes

Resolution # 25-43

Moved By Councillor Ryan

Seconded By Councillor Cheyne

**That Council hereby adopts the following meeting minutes as circulated;
February 27th - Regular Council Meeting
And the Confidential Minutes of the Closed Session Meeting held on
February 27th, 2025.**

Carried

6. Business Arising from the Minutes

None.

7. Delegations/Petitions/Presentations

Resolution # 25-44

Moved By Councillor Brennan

Seconded By Councillor Ryan

That the delegation by Stan Goveas be received for information.

Carried

8. Reports

8.1 F2025-04 Community Grants Allocation Recommendation 2025

Resolution # 25-45

Moved By Councillor Aylard

Seconded By Councillor Cheyne

That Council hereby receives report number F2025-04 "Community Grants Allocation Recommendation 2025" for information;

And that Council directs staff to allocate the Community Grant as recommended in Appendix A.

Carried

8.2 PD2025-06 Recommendation Report, Objections to Re-Issued Notices of Intention to Designate – 93 Trafalgar Road, 3 Station Street, and 12 Orangeville Street

Resolution # 25-46

Moved By Councillor Cheyne
Seconded By Councillor Brennan

That Council declines the objections for 93 Trafalgar Road and affirm its November 28, 2025, decision to state an intention to designate the above noted property under Part IV, Section 29 of the Ontario Heritage Act;

And that Council adopts By-law 25-23 to designate the above noted property in accordance with Part IV, Section 29 of the Ontario Heritage Act, as listed on the March 13, 2025, agenda;

And that the Town Clerk is hereby authorized to serve a copy of the By-law on the owner of the property and on the Ontario Heritage Trust, and to update the Register established under section 27 of the Ontario Heritage Act.

Carried

Resolution # 25-47

Moved By Councillor Cheyne
Seconded By Councillor Brennan

That Council declines the objections for 3 Station Street and affirm its November 28, 2025, decision to state an intention to designate the above noted property under Part IV, Section 29 of the Ontario Heritage Act;

And that Council adopts By-law 25-24 to designate the above noted property in accordance with Part IV, Section 29 of the Ontario Heritage Act, as listed on the March 13, 2025, agenda;

And that the Town Clerk is hereby authorized to serve a copy of the By-law on the owner of the property and on the Ontario Heritage Trust, and to update the Register established under section 27 of the Ontario Heritage Act.

Carried

Resolution # 25-48

Moved By Councillor Cheyne
Seconded By Councillor Brennan

That Council declines the objections for 12 Orangeville Street and affirm its November 28, 2025, decision to state an intention to designate the above noted property under Part IV, Section 29 of the Ontario Heritage Act;

And that Council adopts By-law 25-25 to designate the above noted property in accordance with Part IV, Section 29 of the Ontario Heritage Act, as listed on the March 13, 2025, agenda;

And that the Town Clerk is hereby authorized to serve a copy of the By-law on the owner of the property and on the Ontario Heritage Trust, and to update the Register established under section 27 of the Ontario Heritage Act.

Carried

- 8.3 PD2025-07 Recommendation Report, Part Lot Control Application (PLC25-02), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261)**

Resolution # 25-49

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That report number PD2025-07 “Recommendation Report, Part Lot Control Application (PLC25-02), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261)” be received for information;

And that By-law 25-26 as listed on the March 13, 2025, agenda be approved.

Carried

8.4 WW2025-01 Wastewater Project Update

Resolution # 25-50

Moved By Councillor Brennan
Seconded By Councillor Aylard

That report number WW2025-01 “Wastewater Project Update” be received for information.

Carried

9. Correspondence

9.1 2025 Activity List

Resolution # 25-51

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That Council receives correspondence item 9.1 for information.

Carried

10. By-Laws

Resolution # 25-52

Moved By Councillor Ryan
Seconded By Councillor Brennan

That the By-Laws numbered 25-23 to 25-27, inclusive, are hereby passed.

Carried

11. Notice of Motion

None.

12. Adjournment

There being no further business to discuss, the Mayor adjourned the meeting at the hour of 4:23 PM.

Mayor Michael Dehn

Town Clerk Nina Lecic



Town of Erin

Corporate Report

Department: Corporate Services

Business Unit: Finance

Presented/

Prepared By: Wendy Parr, Director of Finance & Treasurer

Report Number:
F2025-05

Meeting Date:
3/27/2025

Subject

Insurance Renewal 2025

Recommendation

That Council hereby receives report number F2025-05 “Insurance Renewal 2025” for information;

And that Council approves Marsh Canada Inc. comprehensive insurance coverage for the term of April 1, 2025, to April 1, 2026, for the annual premium of \$263,983 plus tax.

Background

In 2019, after a formal RFP process, Council approved Jardine Lloyd Thompson Canada Inc. (now Marsh Canada Inc.) as the Town of Erin Insurance Brokers. In 2024 the cost of insurance was \$240,972 (plus tax) compared to the renewal price of \$263,983 plus tax, representing an overall increase of 9%.

Discussion

According to Marsh Canada, the following are an outline of the changes from the expiring policy.

Municipal General Liability, including Environmental Impairment Liability (EIL)

- 5% Increase in Primary Liability due to market inflationary changes.
- 5% Increase in Environmental Impairment Liability due to market inflationary changes.
- Abuse limit has increased to \$2,000,000 any one claim and in the aggregate, but the retro date remains April 1, 2016.
- Note: Communicable Disease Coverage is provided for \$1,000,000
- Excess liability: Both layers increased by a standard 5% due to market inflationary changes.

Property

- Total insured values increased by approximately 12%

- Due to the lightning loss in July 2024 the rate increase could be up to 20%. However, considering the large increase that was applied on the last renewal and the long-term relationship with Marsh, the rate increase was controlled to 8%.
- Under Combined Physical Damage & Machinery Breakdown, the Blanket POED limit is \$54,045,791, based on the property schedule provided by the Town. Should any change be made from the date of the renewal quotation to the effective date of the renewal policy, the renewal terms may change. A copy of the 'revised' Property Schedule will need to be provided to Marsh by the renewal effective date.

Automobile

- Standard minimum 3% rate increase applied due to market inflationary changes.
- The proposal is based on the Automobile schedule provided by the Town. Should any changes be made from the date of the renewal quotation to the effective date of the renewal policy, the renewal terms may change. A copy of the 'revised' Vehicle Schedule will need to be provided to Marsh by the renewal effective date.

Annual Low Risk Event Liability

- Premium remained flat
- Excludes full-contact sport activities such as Karate, which was outlined in the application.
- Excludes overnight camps.

Cyber Liability

- Premium remained flat – no change
- Coverage limits have changed from 'each claim' to 'in the Aggregate'.
- Definitions have been amended.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

The 2025 Budget allocated \$271,445 to Insurance. This covers 100% of the 2025 Insurance including tax.

Conclusion

That Council receives the report F2025-05 and that council approves Marsh Canada Inc. comprehensive insurance coverage for the term of April 1, 2025 to April 1, 2026 for the annual premium of \$263,983 plus applicable tax.

Attachments

Appendix A – JLTP-436 – Corporation of the Town of Erin 25 26 Proposal

Wendy Parr
Director of Finance & Treasurer

Rob Adams
Chief Administrative Officer



Corporation of the Town of Erin

Insurance Proposal

April 1, 2025 - April 1, 2026

February 28, 2025

1

Important – Please Note The Following

Duty of Disclosure

In addition to providing all basic information necessary to enable us to place the risk, you must ensure that you are complying with your legal duty of disclosure of all material matters relating to the risk. In particular, you must satisfy yourself as to the accuracy and completeness of the information you provide to insurers. In this respect, you must provide all information relating to the risk, whether favourable or not, which would influence the judgement of a prudent insurer in determining whether he will take the risk, and, if so, for what premium and on what terms. If all such information is not disclosed by you, insurers have the right to void the policy from its inception which may lead to claims not being paid.

Payment Terms

Premiums are due and payable on receipt of a Marsh invoice. Payment should be made immediately to avoid any possible cancellation for non-payment of premium.

Period of Validity of Quote

This offer remains open for acceptance by the Insured until the expiry of the current Municipal Insurance program policy (ies).

Breach of Warranty or Subjectivity

If any of the terms and conditions contained in this proposal are identified as a “warranty” or as a subjectivity to binding or continuing cover, you should be aware that if the terms of the warranty as stated are breached or the subjectivity is not met, insurers may have the right to void the applicable coverage and deny any resulting or subsequent losses as a result.

Underinsurance

It is important that all policy limits and amounts insured be reviewed carefully and at least annually to be certain they are adequate to provide full recovery in event of a loss.

Underwriting / Binding Authority

Certain portions of this quotation of cover have been provided by Marsh Canada Limited acting in an underwriting capacity on behalf of the Insurer who, under a binding authority agreement, has given us authority to quote and confirm insuring terms, conditions and premiums. Marsh Canada Limited is not acting as an insurance broker in this instance and is not providing alternative terms or markets for the cover other than as quoted. For covers where Marsh Canada Limited does not act in an underwriting capacity nor has a binding authority agreement with the Insurer, coverage cannot be bound with those Insurers unless a request is made to the Insurer and confirmation of coverage is subsequently received by Marsh Canada Limited from the Insurer.

Material Changes From Expiring Policy

You should carefully note any items identified in the “Changes from Expiry” section under each coverage as they represent material changes in cover from your previous policy.

Risk And Claims Information

This proposal has been based on the risk and claims information provided and/or verified by you to Marsh Canada Limited. If any of this information is not correct or has changed in the interim, you must advise us immediately as the terms quoted may therefore be invalid and cover cannot be bound as quoted.

Taxes Payable By Insureds

The following taxes as prescribed by federal and/or local laws and regulations will apply to all or certain portions of the premiums quoted and will be charged by Marsh Canada Limited in addition to the premiums quoted:

Provincial Sales Tax

INSURANCE PROPOSAL

Canadian Councils Liability

Limits of Liability:	\$5,000,000	General Liability, including Sudden and Accidental Pollution any one Occurrence
	\$5,000,000	and in the Annual Aggregate for Products and Completed Operations during the Policy Period
Extensions of Coverages:	\$5,000,000	Employers' Liability; any one Claim
	\$5,000,000	Tenant Legal Liability; any one Occurrence
	\$5,000,000	Employee Benefit Liability; any one Claim
	\$5,000,000	*Incidental Medical Malpractice; any one Claim Retroactive Date: November 15, 1993
	\$50,000	Voluntary Medical Payments; any one Claim and in the Annual Aggregate during the Policy Period
	\$2,000,000	Forest Fire Fighting Expense; any one Occurrence and in the Annual Aggregate during the Policy Period
	\$50,000	Voluntary Payment for Property Damage; any one Occurrence and in the Annual Aggregate during the Policy Period
	\$250,000	Incidental Garage Operations; any one Occurrence and in the Annual Aggregate during the Policy Period
	\$100,000	Municipal Marina Legal Liability; any one Pleasure Craft
	\$1,000,000	Municipal Marina Legal Liability; in the Annual Aggregate for Legal Liability for Property Damage during the Policy Period
	\$500,000	Wrongful Dismissal (Legal Expense); any one Claim and in the Annual Aggregate during the Policy Period
	\$100,000	Conflict of Interest Reimbursement Expenses; any one Claim
	\$100,000	Legal Expense, Reimbursement Expenses; any one Claim and
	\$500,000	Legal Expense, Reimbursement Expenses; in the Annual Aggregate during the Policy Period
	\$5,000,000	Non-Owned Automobile (including Contractual Liability for Hired Automobiles); any one Occurrence
	\$250,000	Legal Liability for Damage to Hired Automobiles; any one Occurrence
\$5,000,000	Wrap-Up Liability – Difference in Conditions and Difference in Limits; any one Occurrence	
Endorsements:	\$5,000,000	*Municipal Errors and Omissions Liability; any one Claim and in the Annual Aggregate during the Policy Period Retroactive Date: November 15, 1993
	\$2,500,000	*Environmental Impairment Liability; any one Claim and
	\$5,000,000	Environmental Impairment Liability; in the Annual Aggregate during the Policy Period Retroactive Date: November 15, 1993
	\$2,000,000	*Abuse / Molestation Liability; any one Claim and
	\$2,000,000	Abuse / Molestation Liability; in the Annual Aggregate during the Policy Period Retroactive Date: April 1, 2016
		Voluntary Compensation; As per Endorsement No. 4 – Schedule of Benefits
	\$5,000,000	Police Officer Assault; any one Occurrence
\$1,000,000	*Communicable Disease Retroactive Date: April 1, 2021	
Deductibles:	\$20,000	Public Entity General Liability; any one Occurrence including Products and Completed Operations, per Claimant in respect of Sewer Back-up
	\$20,000	Extensions of Coverage; per Occurrence / per Claimant for all Extensions of Coverage except;
	Nil	Extensions of Coverage; any one Occurrence with respect to Non-Owned Automobile Liability, Conflict of Interest and Legal Expense

INSURANCE PROPOSAL

	<p>Reimbursement As per Endorsement No. 4 – Schedule of Benefits for Voluntary</p> <p>\$1,000 Extensions of Coverage; with respect to Legal Liability for Damage to Hired Autos</p> <p>\$20,000 Extensions of Coverage; with respect to Wrongful Dismissal (Legal Expense)</p> <p>\$20,000 Municipal Errors and Omissions Liability; any one Claim</p> <p>\$20,000 Environmental Impairment Liability; any one Claim</p> <p>\$20,000 Abuse / Molestation Liability; any one Claim</p> <p>\$20,000 Police Officer Assault; any one Occurrence</p> <p>\$25,000 Communicable Disease; each and every claim</p>
Additional Endorsements:	<p>Excluding Cyber, as per LMA5529</p> <p>Excluding Perfluorinated Compounds, Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS), as per LMA5595</p> <p>Environmental Impairment Liability - Excluding Closed Landfill located at William St. Erin as no confirmation there is active monitoring</p>
Policy Form:	B0509BOWCI2451887 6298Z/24
Insurer(s) and Proportion of Participations(s):	Certain Lloyd's Underwriters (Syndicate 1886) – 100%
Subject To:	Terms will remain as indicated subject to no claims deterioration as of April 1, 2025
Changes from Expiring Policy:	Abuse limit increased to \$2,000,000 any one Claim and in the Annual Aggregate

INSURANCE PROPOSAL

Canadian Councils Umbrella Liability (1st Layer)

Limit of Coverage:	\$ 20,000,000	any one Occurrence General Liability including Sudden and Accidental Pollution and Police Officer Assault Endorsement
	\$ 20,000,000	any one Occurrence in the Annual Aggregate in respect of Products & Completed Operations
	\$ 20,000,000	*any one Occurrence in the Annual Aggregate in respect of Municipal Errors and Omissions Liability
	\$ 20,000,000	any one Occurrence in the Annual Aggregate in respect of Employee Benefits Liability
Excess of Underlying Coverage(s) and Limit(s):	\$ 5,000,000	any one Occurrence General Liability including Sudden and Accidental Pollution and Police Officer Assault Endorsement
	\$ 5,000,000	any one Occurrence and in the Aggregate in respect of Products and Completed Operations during the Policy Period
	\$ 5,000,000	*Incidental Medical Malpractice; any one Claim
	\$ 5,000,000	Municipal Errors and Omissions; in the Annual Aggregate
	\$ 5,000,000	Employer's Liability and Tenant's Legal Liability; any one Occurrence
	\$ 5,000,000	Employee Benefits Liability; any one Claim
	\$ 5,000,000	Non-Owned Automobile Liability including Contractual Liability Owned Automobile Liability (Aviva Insurance Company of Canada); any one Occurrence
* Claims Made Coverage Note:	Certain sections of this policy are written on a CLAIMS MADE basis. In order to trigger coverage, a claim must first be made against the insured during the Policy Period or the Extended Reporting Period of 90 days (or longer if purchased) and the act(s), which lead to the claim, must have occurred on or after the Retroactive Date. Furthermore, such claims must also be reported to the insurer during the policy period for coverage to apply. Be aware that late reporting could result in a disclaimer of coverage from the insurer.	
Retained Limit:	\$ Nil	
Endorsements:	Standard Excess Automobile Liability Policy Follow Form Named Insured, SPF No. 7 Excluding Perfluorinated Compounds, Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)	
Policy Form:	B0509BOWCI2451885 6263Z/24	
Insurer(s) and Proportion of Participations(s):	Certain Lloyd's Underwriters (Syndicate 1886) – 100%	
Subject To:	1. Excluding coverage sub-limited within the Primary 2. Terms will remain as indicated subject to no claims deterioration as of April 1, 2025	

INSURANCE PROPOSAL

Canadian Councils Excess Umbrella Liability (2nd Layer)

Limit of Coverage:	\$ 25,000,000	any one Occurrence General Liability including Sudden and Accidental Pollution and Police Officer Assault Endorsement
	\$ 25,000,000	any one Occurrence in the Annual Aggregate in respect of Products & Completed Operations
	\$ 25,000,000	*any one Occurrence in the Annual Aggregate in respect of Municipal Errors and Omissions Liability
	\$ 25,000,000	any one Occurrence in the Annual Aggregate in respect of Employee Benefits Liability
Excess of Underlying Coverage(s) and Limit(s):	\$ 25,000,000	any one Occurrence General Liability including Sudden and Accidental Pollution and Police Officer Assault Endorsement
	\$ 25,000,000	any one Occurrence and in the Aggregate in respect of Products and Completed Operations during the Policy Period
	\$ 25,000,000	*Incidental Medical Malpractice; any one Claim
	\$ 25,000,000	Municipal Errors and Omissions; in the Annual Aggregate
	\$ 25,000,000	Employer's Liability and Tenant's Legal Liability; any one Occurrence
	\$ 25,000,000	Employee Benefits Liability; any one Claim
	\$ 25,000,000	Non-Owned Automobile Liability including Contractual Liability
\$ 25,000,000	Owned Automobile Liability (Aviva Insurance Company of Canada); any one Occurrence	
* Claims Made Coverage Note:	Certain sections of this policy are written on a CLAIMS MADE basis. In order to trigger coverage, a claim must first be made against the insured during the Policy Period or the Extended Reporting Period of 90 days (or longer if purchased) and the act(s), which lead to the claim, must have occurred on or after the Retroactive Date. Furthermore, such claims must also be reported to the insurer during the policy period for coverage to apply. Be aware that late reporting could result in a disclaimer of coverage from the insurer.	
Retained Limit:	\$ Nil	
Endorsements:	Standard Excess Automobile Liability Policy Follow Form Named Insured, SPF No. 7 Excluding Perfluorinated Compounds, Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)	
Policy Form:	B0509BOWCI2451886 8418Z/24	
Insurer(s) and Proportion of Participations(s):	Certain Lloyd's Underwriters (Syndicate 1886) – 100%	
Subject To:	1. Excluding coverage sub-limited within the Primary 2. Terms will remain as indicated subject to no claims deterioration as of April 1, 2025	

INSURANCE PROPOSAL

Combined Physical Damage & Machinery Breakdown

Coverage:	Property Of Every Description – All Risks of Direct Physical Loss or Direct Physical Damage (Subject to Policy Exclusions)	
Limits of Liability:	\$ 54,045,791	Blanket Limit of Loss on Property of Every Description including Machinery Breakdown
	\$ 51,127,613	Total Insured Value (Included in Blanket Limit)
	\$ 393,178	Computer/Electronic Data Processing (Included in Blanket Limit)
	\$ 3,529,282	Contractor's Equipment (Not Included in Blanket Limit)
Physical Damage Extensions of Coverage:	The limits for the following extensions of coverage are included in the Blanket Limit shown above:	
	\$ 500,000	Valuable Papers;
	\$ 500,000	Extra Expense;
	\$ 500,000	Accounts Receivable;
	\$ 500,000	Gross Rentals;
	\$ 500,000	Computer Media;
	\$ 25,000	Fine Arts (Agreed Value);
	The limits for the following extensions of coverage are in addition to the Blanket Limit shown above:	
	\$ 1,000,000	Newly Acquired Property;
	\$ 1,000,000	Building in the Course of Construction; Contractors and Consultants
	\$ 500,000	Property in Transit;
	\$ 1,000,000	Unnamed Locations;
	\$ 500,000	Expediting Expense;
	\$ 300,000	Business Interruption – Profits; Subject to maximum of \$25,000 per month;
	\$ 1,000,000	Contingent Business Interruption;
	\$ 100,000	Fire Extinguishing Material and Fire Fighting Expense;
	\$ 500,000	Professional Fees;
	\$ 10,000	Master Key;
	\$ 100,000	Land and Water Pollution Clean Up Expense;
	\$ 100,000	Stock Spoilage;
	\$ 100,000	Commercial Property Floater;
	\$ 1,000,000	Off Premises Service Interruption;
	\$ 100,000	Exhibition Floater;
	\$ 100,000 or 10%	Environmental Upgrade;
	\$ 15,000	Money, Cash Cards and Securities;
	\$ 15,000	Preservation of Property;
	\$ 25,000	Technological Advancement;
	\$ 1,000,000	Demolition and Increased Cost of Construction;
	\$ 50,000 / 100,000	Prevention of Ingress / Egress; 4 weeks;
	\$ 100,000 or 25%	Debris Removal;
	\$ 5,000	Property of Councillors, Board Members and Employees; any one loss (\$25,000 maximum annual policy limit)
Machinery Breakdown:	\$1,000,000	Newly Acquired Property
	\$500,000	Expediting Expense
	\$500,000	Professional Fees
	\$100,000	Consequential Damage
	\$500,000	Hazardous Substance
	\$10,000	Data and Media
	\$500,000	Ammonia Contamination
	\$500,000	Water Escape
	\$10,000	Reproduction Costs
	\$ 50,000 / 100,000	Interruption by Civil Authority; 4 weeks

INSURANCE PROPOSAL

Endorsements:	Automobile Replacement Cost Deficiency Endorsement
Deductibles:	<p>\$ 10,000 each occurrence for all losses except</p> <p>\$ 1,000 each Computer/Electronic Data Processing loss</p> <p>\$ 1,000 each Fine Arts loss</p> <p>\$ 100,000 each Flood loss except \$250,000 for Property in 100 Year Flood Zone</p> <p>5% of total insured value at loss location or \$100,000 minimum, whichever is greater, each Earthquake occurrence</p>
Policy Form:	Municipal Insurance Program - Master Policy (January 1, 2022)
Insurer(s) and Proportion of Participations(s):	<p>Physical Damage: Aviva Insurance Company of Canada - 70% Zurich Canada - 30%</p> <p>Machinery Breakdown: Aviva Insurance Company of Canada - 100%</p>
Subject To:	<ol style="list-style-type: none"> 1. All cooking facilities are ULC wet chemical compliant with semi-annual maintenance contract and Class K portable extinguisher. 2. Unless specifically agreed, all heritage properties are covered for Replacement Cost only. For Heritage Replacement Cost, a professional appraisal must be provided for approval by the insurer. 3. All locations may be subject to Engineering Inspection. 4. Terms will remain as indicated subject to no claims deterioration as of April 1, 2025

INSURANCE PROPOSAL

Comprehensive Crime

Limits:	\$1,000,000	Employee Dishonesty – Form A
	\$200,000	Broad Form Loss of Money (Inside Premises)
	\$200,000	Broad Form Loss of Money (Outside Premises)
	\$200,000	Money Orders & Counterfeit Paper Currency
	\$1,000,000	Depositors Forgery
	\$200,000	Professional Fees / Audit Expenses
	\$200,000	Computer Fraud or Funds Transfer Fraud
Deductible(s):	NIL per Loss	
Policy Form:	Master Crime Wording (April 2012)	
Insurer(s) and Proportion of Participations(s):	Aviva Insurance Company of Canada – 100%	
Subject To:	<p>1. Bank Accounts NOT being reconciled by the same person(s) authorized to deposit and withdraw funds.</p> <p>2. All cheque requisitions and issued cheques containing dual signatures. If the above is not part of your internal Financial controls, please provide explanation(s).</p> <p>3. Terms will remain as indicated subject to no claims deterioration as of April 1, 2025</p>	

INSURANCE PROPOSAL

Automobile Insurance (Ontario)

Limits:	\$5,000,000	Liability – Bodily Injury / Property Damage Accident Benefits – Basic Benefits; Limits as stated in the Policy Accident Benefits – Options; None Selected; Limits as stated in Policy Uninsured Automobile; Limits as stated in the Policy Direct Compensation – Property Damage; Limits as stated in the Policy Loss or Damage – All Perils; Limits as stated in the Policy
Deductibles:	\$NIL \$5,000	Liability – Bodily Injury / Property Damage Loss or Damage – All Perils
Endorsements:	OPCF 3 OPCF 4A OPCF 4B OPCF 5 OPCF 20 OPCF 21B OPCF 24 OPCF 31 OPCF 32 OPCF 43R OPCF 44 Notice of Cancellation Ninety (90) Days Tarmac Exclusion	Drive Government Automobiles Endorsement Permission to Carry Explosives Permission to Carry Radioactive Material Permission to Rent or Lease Loss of Use Endorsement - Applicable only to Private Passenger Vehicles and Light Commercial Vehicles Blanket Fleet Endorsement – No Annual Adjustment Freezing of Fire-Fighting Apparatus Non-Owned Equipment Use of Recreational Vehicles by Unlicensed Drivers Removing Depreciation Deduction – 24 Months New Family Protection Endorsement Applicable to Private Passenger Vehicles, Light Commercial Vehicles, Skidoos and All Terrain Vehicles, and Police Vehicles
Policy Form:	Provincial Statutory Owners Policy	
Insurer(s) and Proportion of Participations(s):	Aviva Insurance Company of Canada – 100%	
Subject To:	Terms will remain as indicated subject to no claims deterioration as of April 1, 2025	

INSURANCE PROPOSAL

Councillors' Accident Coverage

Limits of Coverage:	\$200,000 Principal Sum
Included Coverage	Number of Councillors: Five (5) While on Duty Only Coverage
Policy Form:	Insurers Standard Form
Insurer(s) and Proportion of Participations(s):	AIG Insurance Company of Canada – 100%
Subject To:	1. \$2,500,000 Aggregate Limit of Indemnity Per Accident 2. Terms will remain as indicated subject to no claims deterioration as of April 1, 2025

Municipal Volunteers' Accident Coverage

Limits of Coverage:	\$ 50,000 Principal Sum – Volunteers of the Policyholder While on Duty Only under the age of 80 \$ 1,000,000 Aggregate Limit of Indemnity Per Accident
Policy Form:	Insurers Standard Form
Insurer(s) and Proportion of Participations(s):	AIG Insurance Company of Canada – 100%
Subject To:	Terms will remain as indicated subject to no claims deterioration as of April 1, 2025

INSURANCE PROPOSAL

Cyber Liability

Cyber Incident Response:	\$2,000,000	Incident Response Costs in the Aggregate
	\$2,000,000	Legal and Regulatory Costs in the Aggregate
	\$2,000,000	IT Security and Forensic Costs in the Aggregate
	\$2,000,000	Crisis Communication Costs in the Aggregate
	\$2,000,000	Privacy Breach Management Costs in the Aggregate
	\$2,000,000	Third Party Privacy Breach Management Costs in the Aggregate
	\$50,000	Post Breach Remediation Costs in the Aggregate (maximum 10% of all sums CFC has paid as a direct result of the cyber event)
Cyber Crime:	\$250,000	Funds Transfer Fraud in the Aggregate
	\$250,000	Theft of Funds Held in Escrow in the Aggregate
	\$250,000	Theft of Personal Funds in the Aggregate
	\$2,000,000	Extortion in the Aggregate
	\$250,000	Corporate Identity Theft in the Aggregate
	\$250,000	Telephone Hacking in the Aggregate
	\$50,000	Push Payment Fraud in the Aggregate
\$250,000	Unauthorized Use of Computer Resources in the Aggregate	
System Damage and Business Interruption:	\$2,000,000	System Damage and Rectification Costs in the Aggregate
	\$2,000,000	Income Loss and Extra Expense in the Aggregate (sub-limited to \$1,000,000 in respect of System Failure)
	\$100,000	Additional Extra Expense in the Aggregate
	\$2,000,000	Dependent Business Interruption in the Aggregate (sub-limited to \$1,000,000 in respect of System Failure)
	\$2,000,000	Consequential Reputational Harm in the Aggregate
	\$25,000	Claim Preparation Costs in the Aggregate
\$2,000,000	Hardware Replacement Costs in the Aggregate	
Network Security and Privacy Liability:	\$2,000,000	Network Security Liability Aggregate, including Costs and Expenses
	\$2,000,000	Privacy Liability Aggregate, including Costs and Expenses
	\$2,000,000	Management Liability Aggregate, including Costs and Expenses
	\$2,000,000	Regulatory Fines Aggregate, including Costs and Expenses
	\$2,000,000	PCI Fines, Penalties and Assessments Aggregate, including Costs and Expenses
Media Liability:	\$2,000,000	Defamation Aggregate, including Costs and Expenses
	\$2,000,000	Intellectual Property Rights Infringement Aggregate, including Costs and Expenses
Court Attendance Costs:	\$100,000	in the Aggregate (sub-limited to \$2,000 per day)
Endorsements:	Marsh Public Sector Special Amendatory Clause	
	Marsh Canada Special Amendatory Clause	
	Policy Aggregate Limit of Liability Clause (Including Aggregate Sub-limit For Cyber Crime)	
	Service of Suit Clause	
	Ontario Commercial Liability Notice	
	Regulatory Statement (CAN)	
	Notice Concerning Personal Information	
Code of Consumer Rights and Responsibilities		
Deductible:	\$10,000	each Claim for All Losses, except:
	\$10,000	each Claim, including costs and expenses, for Network Security & Privacy Liability and Media Liability Losses
	\$10,000	each Claim for System Damage and Rectification Costs Losses
	NIL	each Claim for Incident Response Costs Losses

INSURANCE PROPOSAL

	NIL	each Claim for Claim Preparation Costs Losses
	NIL	each Claim for Court Attendance Costs Losses
	NIL	each Claim for Post Breach Remediation Costs Losses
Policy Form:	Cyber, Private Enterprise (CAN) v3.2	
Insurer(s) and Proportion of Participations(s):	CFC Underwriting Ltd. – 100%	
Subject To:	<ol style="list-style-type: none"> 1. Satisfactory confirmation that you have downloaded & registered our incident response mobile app, details of which can be found with your policy documents. (30 days post binding) 2. Terms will remain as indicated subject to no claims deterioration as of April 1, 2025 	
Changes from Expiring Policy:	<ol style="list-style-type: none"> 1. Minor wording changes (3.2 vs 3.1) 2. Coverage limits have changed from each and every claim to in the aggregate 	

INSURANCE PROPOSAL

LCIS – Annual Low Risk Events Liability

Limits of Coverage:	\$5,000,000	Bodily Injury & Property Damage any one Occurrence
	\$5,000,000	Products & Completed Operations Aggregate
	\$2,000,000	Personal Injury & Advertising Liability
	\$10,000	Medical Payments per Person
	\$50,000	Medical Payments per Accident
	\$5,000,000	Tenant's Legal Liability
	\$5,000,000	Incidental Medical Malpractice Liability
	\$2,000,000	Non-Owned Automobile Liability
	\$50,000	SEF 94 – Legal Liability for Damage to Non-Owned Autos
	\$1,000,000	Fire Fighting Expense Liability
Endorsements:	USA Jurisdiction Fire Fighting Expense Liability Security Default Cancellation Clause Service of Suit Clause (Canada) (Action Against Insurer) Notice Concerning Personal Information Intention for AIF to bind Clause Lloyd's Underwriters Policyholder's Complaint Protocol	
Additional Endorsements:	Additional Insured Vendor & Liquor Liability Endorsement	
Deductible(s):	\$1,000	per Loss but only with respect to Property Damage Liability, Tenant's Legal Liability and SEF 94 – Legal Liability for Damage to Non-Owned Autos
Policy Form:	GL 2020	
Insurer(s) and Proportion of Participations(s):	Certain Lloyd's Underwriters (Syndicate 1886) – 100%	
Subject To:	<ol style="list-style-type: none"> 1. Terms will remain as indicated subject to no claims deterioration as of April 1, 2025 2. Excludes full-contact sport activities such as Karate, which was outlined in the provided application 3. Excludes overnight camps 	

TOWN OF  ERIN Town of Erin
Corporate Report

Department: Corporate Services	Report Number: F2025-06
Business Unit: Finance	Meeting Date: 3/27/2025
Presented/ Prepared By: Wendy Parr, Director of Finance & Treasurer	

Subject

Water Rates – April 1, 2025, to December 31, 2025

Recommendation

That report number F2025-06 “Water Rates – April 1, 2025, to December 31, 2025” be received for information;

And that By-law 25-28, Water Service Rates and Service Fees and related schedules, as listed on the March 27, 2025, agenda be approved.

Background

Water rates under By-law 19-59 had been effective since 2020 and expired December 31, 2024. Interim water rates under By-law 24-56 were established for the period January 1, 2025, to March 31, 2025.

Discussion

Property taxes do not fund the operations of the water systems so a rate structure that is equitable for all users to fund the operating and capital expenditures to deliver water services is required. This rate structure has been reviewed with the result that the current rate structure of the 3% increase in January 2025 will be sustained and continued through to December 31, 2025. Schedule “A” of the proposed by-law outlines these continued rates for the balance of 2025.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

There is a financial impact on the water program only. Revenue collected from the water program is used to offset operating expenses. Any shortfall or overage at the end of the year is offset by a transfer to/from reserves so that Revenue is equal to expenses. The result is that residents who do not receive town water do not pay for any related expenses.

Conclusion

That Council approves the proposed Water Service Rates and Service Fees By-Law.

Wendy Parr
Director of Finance & Treasurer

Rob Adams
Chief Administrative Officer

TOWN  OF
ERIN Town of Erin
Corporate Report

Department: Infrastructure Services	Report Number: W2025-04
Business Unit: Water	Meeting Date: 3/27/2025
Presented/ Prepared By: Brian Kavanagh, Director of Infrastructure Services & Town Engineer	

Subject

Drinking Water Annual and Summary Reports

Recommendation

That Council hereby receives report number W2025-04 “Drinking Water Annual and Summary Reports” for information.

Background

The Town of Erin has two drinking water systems: the Erin Drinking Water System and the Hillsburgh Drinking Water System.

The Erin Drinking Water System is classified as a Class III Water Distribution and Supply Subsystem. It is categorized under O.Reg 170/03 as a Large Municipal Drinking Water System, servicing an approximate population of 3,000 persons. The system is comprised of two pumphouses and an elevated storage facility (water tower). The pumphouses include the Well 7 Pumphouse and Well 8 Pumphouse, which draw water from two production wells.

The Hillsburgh Drinking Water System is classified as a Class I Water Treatment and Class II Water Distribution and Supply Subsystem. It is categorized under O.Reg 170/03 as a Large Municipal Drinking Water System, servicing an approximate population of 850 persons. The system is comprised of two pumphouses. The pumphouses include the Well H2 Hillsburgh Heights Pumphouse and Well H3 Glendevon Pumphouse which draw water from two production wells. The Hillsburgh water distribution system is divided into two pressure zones. The upper pressure zone has primarily been supplied by Well H2. The lower pressure zone has primarily been supplied by Well H3. The Frank Smedley Booster Station, completed in 2014, mainly delivers water from the lower pressure zone to the upper pressure zone.

The two drinking water systems are subject to ongoing regulatory reporting requirements under O.Reg. 170/03, as detailed in this report.

Discussion

O. Reg. 170/03 is a regulation under the Safe Drinking Water Act, 2002 (SDWA) in Ontario. This regulation sets out detailed requirements for the operation, maintenance, and reporting of municipal drinking water systems to ensure that the water provided to the public meets the highest safety and quality standards. It provides specific rules about water quality testing, monitoring, reporting, and record-keeping that operators of municipal water systems must follow.

Section 11 of O. Reg. 170/03 requires the completion of an Annual Report for each drinking water system. The Annual Report provides a detailed summary of the drinking water system's performance over the past year, ensuring that the public and the Ministry of the Environment, Conservation, and Parks (MECP) have access to key information about the system's operational and water quality status. The Annual Report includes:

- System information
- Water quality monitoring results
- Adverse water quality incidents
- Operational performance data

The 2024 Annual Reports for the Erin and Hillsburgh Drinking Water Systems, included as Attachments 1 and 2, indicate that water quality is being well managed.

Section 22 of O.Reg. 170/03 requires the completion of a Summary Report for each drinking water system. The Summary Report includes:

- Results of the annual MECP inspection, including any non-compliances and corrective actions
- Assessment of flow rates and quantity of water supplied

The 2024 Summary Reports, included as Attachments 3 and 4, provide inspection results of 100% for both drinking water systems, with no non-compliances or corrective actions required.

Strategic Pillar

Investment in Community Assets

Financial Impact

There are no financial impacts associated with this report.

Conclusion

Requirements of O.Reg. 170/03 were met in 2024 as outlined in this report and the attachments. Annual inspection results of 100% for both drinking water systems indicate that the Town's drinking water systems are in compliance, have the proper monitoring and reporting in place, and are effectively managed and operated.

Attachments

Appendix 1 – 2024 Annual Report for Erin

Appendix 2 – 2024 Annual Report for Hillsburgh

Appendix 3 – 2024 Summary Report for Erin

Appendix 4 – 2024 Summary Report for Hillsburgh

Brian Kavanagh

Director of Infrastructure & Town
Engineer

Rob Adams

Chief Administrative Officer

2024 SECTION 11 ANNUAL REPORT

ERIN
DRINKING WATER
SYSTEM



For the period of
January 1st, 2024 to December 31st, 2024

Prepared for the Corporation of the Town of Erin by the Ontario Clean Water Agency



This report was prepared in accordance with the requirements of [O.Reg 170/03, Section 11, Annual reports](#) for the following system and reporting period:

Drinking-Water System Number:	220000013
Drinking-Water System Name:	Erin Drinking Water System
Drinking-Water System Owner:	The Corporation of the Town of Erin
Drinking-Water System Category:	Large Municipal Residential
Period being reported:	January 1, 2024 – December 31, 2024

Does your Drinking-Water System serve more than 10,000 people?

No

Is your Annual Report available to the public at no charge on a web site on the Internet?

Yes

Note: If a large municipal residential system serves more than 10,000 people, the owner of the system shall ensure that a copy of every report prepared under this section is available to the public at no charge on a website on the Internet. O. Reg. 170/03, Section 11. (10)

Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection (O.Reg 170/03, Section 11.(6)(f)):

- Town of Erin Office, 5684 Trafalgar Road, Hillsburgh, Ontario, N0B 1Z0
- <https://www.erin.ca/>

Note: this is required for large municipal residential systems or small municipal residential systems.

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
N/A	N/A

Did you provide a copy of your annual report to all Drinking Water System owners that are connected to you and to whom you provide all of its drinking water?

N/A

How system users are notified that the annual report is available, and is free of charge:

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a newspaper
- Public access/notice via Public Request
- Public access/notice via a Public Library
- Public access/notice via other method: _____

Describe your Drinking-Water System (O.Reg 170/03, Section 11.(6)(a)):

The Erin Drinking Water System is classified as a Class III Water Distribution and Supply Subsystem. It is categorized under O.Reg 170/03 as a Large Municipal Drinking Water System, servicing an approximate population of 3,000 persons. The system is comprised of two pumphouses and an elevated storage facility (water tower). The pumphouses include the Well 7 Pumphouse and Well 8 Pumphouse, which draw water from two production wells.

The raw water for the Well 7 pumphouse is supplied from one drilled groundwater well (Well 7). The water pumped from the well is treated with gaseous chlorine (for primary and secondary disinfection). The treated water is stored in one baffled storage reservoir/chlorine contact chamber prior to entering the distribution system. Online equipment continuously monitors and records free chlorine residual and flowrates. The pumphouse is also equipped with standby power in the event of a power failure.

The raw water for the Well 8 pumphouse is supplied from one drilled groundwater well (Well 8). The water pumped from the well is treated with gaseous chlorine (for primary and secondary disinfection). The treated water is stored in one baffled storage reservoir/chlorine contact chamber prior to entering the distribution system. Online equipment continuously monitors and records free chlorine residual and flowrates. The pumphouse is also equipped with standby power in the event of a power failure.

List of water treatment chemicals used by the system during the reporting period (O.Reg 170/03, Section 11.(6)(a)):

- Gaseous Chlorine

Significant expenses were incurred to:

X	Install required equipment
X	Repair required equipment
X	Replace required equipment
	No significant expenses were incurred

Description of major expenses during the reporting period to install, repair or replace required equipment (O.Reg 170/03, Section 11.(6)(e)):

- Hydrant repairs
- Water line service repairs
- Watermain repairs
- Annual pressure relief valve (PRV) service
- Auto dialer repair
- Water meter replacements
- Gas sensor replacement
- Communication radio repairs
- Data logger replacement
- Highlift (service) pump replacement

Summary of any reports/notices submitted to the Ministry and/or Spills Action Centre in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 during the reporting period, including a description of any corrective actions taken under Schedule 17 or 18 (O.Reg 170/03, Section 11.(6)(b),(d):

Incident Date (yyyy/mm/dd)	Parameter/ Notice of	Result & Unit	Reporting Summary, Corrective Actions & Resolution
N/A	N/A	N/A	N/A

Table 1: Microbiological testing done under the Schedule 10 of Regulation 170/03 during this reporting period (O.Reg 170/03, Section 11.(6)(c)).

Location	Number of Samples	Range of E. Coli or Fecal Results		Range of Total Coliforms Results		Number of HPC Samples	Range of HPC Samples	
		Min.	Max.	Min.	Max.		Min.	Max.
Raw Water - Well E7 ^{1A}	53	0	0	0	0	n/a	n/a	n/a
Raw Water - Well E8 ^{1A}	53	0	0	0	0	n/a	n/a	n/a
Treated Water – Well E7 ^{1B}	53	0	0	0	0	53	0	12
Treated Water – Well E8 ^{1B}	53	0	0	0	0	53	0	15
Distribution Water ^{1C}	212	0	0	0	0	212	0	23

Note: HPC = Heterotrophic Plate Count

Note: Units for E.Coli or Fecal Results are cfu/100 mL, units for Total Coliform Results are cfu/100 mL, units for HPC results are cfu/1mL

^{1A}O.Reg 170/03, Schedule 10-4. (1)(3) requires for a large municipal residential system that a water sample is taken at least once every week from the drinking water system’s raw water, before any treatment is applied to the water and tested for E.Coli and total coliforms.

^{1B}O Reg 170/03, Schedule 10-3 requires for a large municipal residential system that a treated water sample is taken at least once every week and tested for E.Coli, total coliforms and general bacteria population expressed as colony counts on a heterotrophic count (HPC).

^{1C} O.Reg 170/03 Schedule 10-2.(1)(2)(3) requires that a system that serves 100,000 people or less, at least eight distribution samples, plus one additional distribution sample for every 1,000 people served by the system, are taken every month, with at least one of the samples being taken in each week and that each of the samples taken is tested for E.Coli, Total Coliforms. At least 25 percent of the samples required must be tested for general bacteria population expressed as colony counts on heterotrophic plate count (HPC). As of 2024 the population of Erin is 3,000 persons, as confirmed by the owner on February 1, 2024 and thus requires at the minimum 11 monthly distribution samples.

Table 2: Operational testing done under Schedule 7 of Regulation 170/03 during the period covered by this Annual Report (O.Reg 170/03, Section 11.(6)(c)).

Parameter & Location	Number of Samples	Range of Results	
		Min.	Max.
Turbidity (NTU) - Raw Water - Well E7 ^{2A}	12	0.07	0.24
Turbidity (NTU) - Raw Water - Well E8 ^{2A}	12	0.06	0.19
Free Chlorine Residual, On-Line (mg/L) – TW Well E7 ^{2B}	8760	0.25 ^{2D}	2.00
Free Chlorine Residual, On-Line (mg/L) – TW Well E8 ^{2B}	8760	0.59	1.92
Free Chlorine Residual, On-Line Distribution Water (mg/L) - DW ^{2C}	8760	0.30	1.81

Note: The number of samples used for continuous monitoring units is 8760

^{2A}O.Reg 170/03 Schedule 7-3.(1)(1.1) requires a raw water sample be taken at least once every month from each well that is supplying water to the system and tested for turbidity.

^{2B}O.Reg 170/03 Schedule 7-2.(1) requires a drinking water system that provides chlorination for primary disinfection to sample and test for free chlorine residual with continuous monitoring equipment in the treatment process at or near a location where the intended contact time has just been completed.

^{2C}O.Reg 170/03 Schedule 7-2.(3)(4) requires a large municipal residential system that provides secondary disinfection to take at least seven distribution samples each week and immediately tested for free chlorine residual, if the system provides chlorination and does not provide chloramination, unless at least one sample is taken on each day of the week. At the Erin DWS, secondary disinfection is monitored through an online continuous free chlorine analyzer.

^{2D}January 17, 2024 – Treated water low chlorine residual caused by electrician onsite fixing datalogger issues. Well locked out upon low alarm and no adverse water was directed to users during this time.

Table 3: Summary of additional testing and sampling results carried out in accordance with the requirement of an approval, municipal drinking water licence or order (including OWRA) or other legal instrument. (O.Reg 170/03, Section 11.(6)(c))

Legal Instrument & Issue Date (yyyy/mm/dd)	Sample Location & Parameter	Sampling Frequency	Allowable Result	Actual Result
N/A	N/A	N/A	N/A	N/A

Table 4: Summary of Inorganic parameters tested during this reporting period or the most recent sample results^{4A} (O.Reg 170/03, Section 11.(6)(c))

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
Antimony: Sb (µg/L) - TW7	2024/05/07	0.5	6.0	No
Antimony: Sb (µg/L) - TW8	2024/05/07	0.5	6.0	No
Arsenic: As (µg/L) - TW7	2024/05/07	1.0	10.0	No
Arsenic: As (µg/L) - TW8	2024/05/07	1.0	10.0	No

Drinking-Water Systems Regulation O. Reg. 170/03
 Section 11 Annual Report: January 1, 2024 to December 31, 2024
 Town of Erin: Erin Drinking Water System

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
Barium: Ba (µg/L) - TW7	2024/05/07	34.0	1000.0	No
Barium: Ba (µg/L) - TW8	2024/05/07	48.0	1000.0	No
Boron: B (µg/L) - TW7	2024/05/07	17.0	5000.0	No
Boron: B (µg/L) - TW8	2024/05/07	13.0	5000.0	No
Cadmium: Cd (µg/L) - TW7	2024/05/07	0.09	5.0	No
Cadmium: Cd (µg/L) - TW8	2024/05/07	0.09	5.0	No
Chromium: Cr (µg/L) - TW7	2024/05/07	5.0	50.0	No
Chromium: Cr (µg/L) - TW8	2024/05/07	5.0	50.0	No
Mercury: Hg (µg/L) - TW7	2024/05/07	0.1	1.0	No
Mercury: Hg (µg/L) - TW8	2024/05/07	0.1	1.0	No
Selenium: Se (µg/L) - TW7	2024/05/07	2.0	50.0	No
Selenium: Se (µg/L) - TW8	2024/05/07	2.0	50.0	No
Uranium: U (µg/L) - TW7	2024/05/07	0.39	20.0	No
Uranium: U (µg/L) - TW8	2024/05/07	0.11	20.0	No
Additional Inorganics				
Fluoride (mg/L) - TW7	2024/05/07 ^{4B}	0.20	1.5	No
Fluoride (mg/L) - TW8	2024/05/07 ^{4B}	0.28	1.5	No
Nitrite (mg/L) - TW7	2024/01/09	0.01	1.0	No
Nitrite (mg/L) - TW7	2024/04/09	0.01	1.0	No
Nitrite (mg/L) - TW7	2024/07/09	0.01	1.0	No
Nitrite (mg/L) - TW7	2024/10/02	0.01	1.0	No
Nitrite (mg/L) - TW8	2024/01/09	0.01	1.0	No
Nitrite (mg/L) - TW8	2024/04/09	0.01	1.0	No
Nitrite (mg/L) - TW8	2024/07/09	0.01	1.0	No
Nitrite (mg/L) - TW8	2024/10/02	0.01	1.0	No
Nitrate (mg/L) - TW7	2024/01/09	0.10	10.0	No
Nitrate (mg/L) - TW7	2024/04/09	0.13	10.0	No
Nitrate (mg/L) - TW7	2024/07/09	0.12	10.0	No
Nitrate (mg/L) - TW7	2024/10/02	0.10	10.0	No
Nitrate (mg/L) - TW8	2024/01/09	0.10	10.0	No
Nitrate (mg/L) - TW8	2024/04/09	0.10	10.0	No
Nitrate (mg/L) - TW8	2024/07/09	0.10	10.0	No
Nitrate (mg/L) - TW8	2024/10/02	0.10	10.0	No

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Aesthetic Objective (AO)	Exceedance	
				AO	> 20 mg/L
Sodium: Na (mg/L) – TW7	2024/05/07 ^{4C}	7.2	200 ^{4B}	No	No
Sodium: Na (mg/L) – TW8	2024/05/07 ^{4C}	6.3	200 ^{4B}	No	No

Note: MDL = Minimum Detection Limit

Note: There is no regulatory Maximum Allowable Concentration (MAC) Sodium. The aesthetic objective (AO) for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

^{4A}Inorganic Parameters (Schedule 23) are required to be tested every 36 months for a large municipal residential system (O. Reg 170/03 Schedule 13-2.(1)). The last set of samples was collected and tested in 2024, the next set of samples is scheduled to be collected and tested in 2027.

^{4B}Fluoride is reportable every 60 months. Recent fluoride samples were taken in 2023 with additional samples taken in 2024. The next set of fluoride samples is scheduled to be tested in 2028.

^{4C}Sodium is reportable every 60 months. Recent sodium samples were taken in 2023 with additional samples taken in 2024. The next set of sodium samples is scheduled to be tested in 2028.

Table 5: Summary of lead testing under Schedule 15.1 during this reporting period (O.Reg 170/03, Section 11.(6)(g))

Location/Type & Parameter	Number of Samples ^{5A}	Range of Results		Number of Lead Exceedances (MAC = 10 µ/L)
		Min.	Max.	
Period: January 1 to April 15				
Plumbing – Lead (µg/L) ^{5B}	N/A	N/A	N/A	N/A
Distribution – Lead (µg/L) ^{5C}	N/A	N/A	N/A	N/A
Distribution – Alkalinity (mg/L as CaCO ₃)	3	210	220	N/A
Distribution – pH	3	7.60	7.60	N/A
Period: June 15 to October 15				
Plumbing – Lead (µg/L) ^{5B}	N/A	N/A	N/A	N/A
Distribution – Lead (µg/L) ^{5C}	N/A	N/A	N/A	N/A
Distribution – Alkalinity (mg/L as CaCO ₃)	3	210	220	N/A
Distribution – pH	3	7.42	7.42	N/A
Period: December 15 to 31				
Plumbing – Lead (µg/L) ^{5B}	N/A	N/A	N/A	N/A
Distribution – Lead (µg/L) ^{5C}	N/A	N/A	N/A	N/A
Distribution – Alkalinity (mg/L as CaCO ₃)	N/A	N/A	N/A	N/A
Distribution - pH	N/A	N/A	N/A	N/A

Note: this is required for large municipal residential systems, small municipal residential systems or non-municipal year-round residential system.

^{5A}This system follows a reduced sampling schedule (O.Reg 170/03, Section 15.1.5). The number of sampling points for the system is based on the population served by the system. The number of people

served by the system is 3,000 persons (as confirmed by the Owner on February 1, 2024) and therefore requires two (2) distribution sampling points per sampling period. OCWA routinely takes three (3) samples per period as a best practice.

^{5B}Plumbing samples are not applicable as this system qualifies for the plumbing exemption per O. Reg 170/03 Schedule 15.1-5 (9) (10).

^{5C}Distribution lead samples are required to be taken every 36 months. The most recent set of samples were taken in the winter period of December 15, 2021 to April 15, 2022 and summer period of June 15, 2022 to October 15, 2022. An additional set of distribution lead samples were taken in the winter period of December 15, 2022 to April 15, 2023 and summer period of June 15, 2023 to October 15, 2023. The next set of required distribution lead samples is scheduled to be sampled during the winter period of December 15, 2024 to April 15, 2025 and summer period of June 15, 2025 to October 15, 2025.

Table 6: Summary of Organic parameters sampled during this reporting period or the most recent sample results^{6A} (O.Reg 170/03, Section 11.(6)(c)).

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
Alachlor (µg/L) - TW7	2024/05/07	0.5	5.0	No
Alachlor (µg/L) - TW8	2024/05/07	0.5	5.0	No
Azinphos-methyl (µg/L) - TW7	2024/05/07	2.0	20.0	No
Azinphos-methyl (µg/L) - TW8	2024/05/07	2.0	20.0	No
Benzene (µg/L) - TW7	2024/05/07	0.1	1.0	No
Benzene (µg/L) - TW8	2024/05/07	0.1	1.0	No
Benzo(a)pyrene (µg/L) - TW7	2024/05/07	0.005	0.01	No
Benzo(a)pyrene (µg/L) - TW8	2024/05/07	0.005	0.01	No
Bromoxynil (µg/L) - TW7	2024/05/07	0.5	5.0	No
Bromoxynil (µg/L) - TW8	2024/05/07	0.5	5.0	No
Carbaryl (µg/L) - TW7	2024/05/07	5.0	90.0	No
Carbaryl (µg/L) - TW8	2024/05/07	5.0	90.0	No
Carbofuran (µg/L) - TW7	2024/05/07	5.0	90.0	No
Carbofuran (µg/L) - TW8	2024/05/07	5.0	90.0	No
Carbon Tetrachloride (µg/L) - TW7	2024/05/07	0.1	2.0	No
Carbon Tetrachloride (µg/L) - TW8	2024/05/07	0.1	2.0	No
Chlorpyrifos (µg/L) - TW7	2024/05/07	1.0	90.0	No
Chlorpyrifos (µg/L) - TW8	2024/05/07	1.0	90.0	No
Diazinon (µg/L) - TW7	2024/05/07	1.0	20.0	No
Diazinon (µg/L) - TW8	2024/05/07	1.0	20.0	No
Dicamba (µg/L) - TW7	2024/05/07	1.0	120.0	No
Dicamba (µg/L) - TW8	2024/05/07	1.0	120.0	No
1,2-Dichlorobenzene (µg/L) - TW7	2024/05/07	0.2	200.0	No
1,2-Dichlorobenzene (µg/L) - TW8	2024/05/07	0.2	200.0	No
1,4-Dichlorobenzene (µg/L) - TW7	2024/05/07	0.2	5.0	No

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Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
1,4-Dichlorobenzene (µg/L) - TW8	2024/05/07	0.2	5.0	No
1,2-Dichloroethane (µg/L) - TW7	2024/05/07	0.2	5.0	No
1,2-Dichloroethane (µg/L) - TW8	2024/05/07	0.2	5.0	No
1,1-Dichloroethylene (µg/L) - TW7	2024/05/07	0.1	14.0	No
1,1-Dichloroethylene (µg/L) - TW8	2024/05/07	0.1	14.0	No
Dichloromethane (Methylene Chloride) (µg/L) - TW7	2024/05/07	0.5	50.0	No
Dichloromethane (Methylene Chloride) (µg/L) - TW8	2024/05/07	0.5	50.0	No
2,4-Dichlorophenol (µg/L) - TW7	2024/05/07	0.25	900.0	No
2,4-Dichlorophenol (µg/L) - TW8	2024/05/07	0.25	900.0	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (µg/L) - TW7	2024/05/07	1.0	100.0	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (µg/L) - TW8	2024/05/07	1.0	100.0	No
Diclofop-methyl (µg/L) - TW7	2024/05/07	0.9	9.0	No
Diclofop-methyl (µg/L) - TW8	2024/05/07	0.9	9.0	No
Dimethoate (µg/L) - TW7	2024/05/07	2.5	20.0	No
Dimethoate (µg/L) - TW8	2024/05/07	2.5	20.0	No
Diquat (µg/L) - TW7	2024/05/07	7.0	70.0	No
Diquat (µg/L) - TW8	2024/05/07	7.0	70.0	No
Diuron (µg/L) - TW7	2024/05/07	10.0	150.0	No
Diuron (µg/L) - TW8	2024/05/07	10.0	150.0	No
Glyphosate (µg/L) - TW7	2024/05/07	10.0	280.0	No
Glyphosate (µg/L) - TW8	2024/05/07	10.0	280.0	No
Malathion (µg/L) - TW7	2024/05/07	5.0	190.0	No
Malathion (µg/L) - TW8	2024/05/07	5.0	190.0	No
Metolachlor (µg/L) - TW7	2024/05/07	0.5	50.0	No
Metolachlor (µg/L) - TW8	2024/05/07	0.5	50.0	No
Metribuzin (µg/L) - TW7	2024/05/07	5.0	80.0	No
Metribuzin (µg/L) - TW8	2024/05/07	5.0	80.0	No
Monochlorobenzene (Chlorobenzene) (µg/L) - TW7	2024/05/07	0.1	80.0	No
Monochlorobenzene (Chlorobenzene) (µg/L) - TW8	2024/05/07	0.1	80.0	No
Paraquat (µg/L) - TW7	2024/05/07	1.0	10.0	No
Paraquat (µg/L) - TW8	2024/05/07	1.0	10.0	No
PCB (µg/L) - TW7	2024/05/07	0.05	3.0	No

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Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
PCB (µg/L) - TW8	2024/05/07	0.05	3.0	No
Pentachlorophenol (µg/L) - TW7	2024/05/07	0.5	60.0	No
Pentachlorophenol (µg/L) - TW8	2024/05/07	0.5	60.0	No
Phorate (µg/L) - TW7	2024/05/07	0.5	2.0	No
Phorate (µg/L) - TW8	2024/05/07	0.5	2.0	No
Picloram (µg/L) - TW7	2024/05/07	5.0	190.0	No
Picloram (µg/L) - TW8	2024/05/07	5.0	190.0	No
Prometryne (µg/L) - TW7	2024/05/07	0.25	1.0	No
Prometryne (µg/L) - TW8	2024/05/07	0.25	1.0	No
Simazine (µg/L) - TW7	2024/05/07	1.0	10.0	No
Simazine (µg/L) - TW8	2024/05/07	1.0	10.0	No
Terbufos (µg/L) - TW7	2024/05/07	0.5	1.0	No
Terbufos (µg/L) - TW8	2024/05/07	0.5	1.0	No
Tetrachloroethylene (µg/L) - TW7	2024/05/07	0.1	10.0	No
Tetrachloroethylene (µg/L) - TW8	2024/05/07	0.1	10.0	No
2,3,4,6-Tetrachlorophenol (µg/L) - TW7	2024/05/07	0.5	100.0	No
2,3,4,6-Tetrachlorophenol (µg/L) - TW8	2024/05/07	0.5	100.0	No
Triallate (µg/L) - TW7	2024/05/07	1.0	230.0	No
Triallate (µg/L) - TW8	2024/05/07	1.0	230.0	No
Trichloroethylene (µg/L) - TW7	2024/05/07	0.1	5.0	No
Trichloroethylene (µg/L) - TW8	2024/05/07	0.1	5.0	No
2,4,6-Trichlorophenol (µg/L) - TW7	2024/05/07	0.5	5.0	No
2,4,6-Trichlorophenol (µg/L) - TW8	2024/05/07	0.5	5.0	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (µg/L) - TW7	2024/05/07	10.0	100.0	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (µg/L) - TW8	2024/05/07	10.0	100.0	No
Trifluralin (µg/L) - TW7	2024/05/07	1.0	45.0	No
Trifluralin (µg/L) - TW8	2024/05/07	1.0	45.0	No
Vinyl Chloride (µg/L) - TW7	2024/05/07	0.2	1.0	No
Vinyl Chloride (µg/L) - TW8	2024/05/07	0.2	1.0	No
Trihalomethane: Total (µg/L) Annual Average - DW	2024 (Quarterly)	5.6	100.0	No
HAA Total (µg/L) Annual Average - DW	2024 (Quarterly)	5.0	80.0	No

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Note: MDL = Minimum Detection Limit, MAC = Maximum Allowable Concentration, TW = Treated Water, DW = Distribution Water

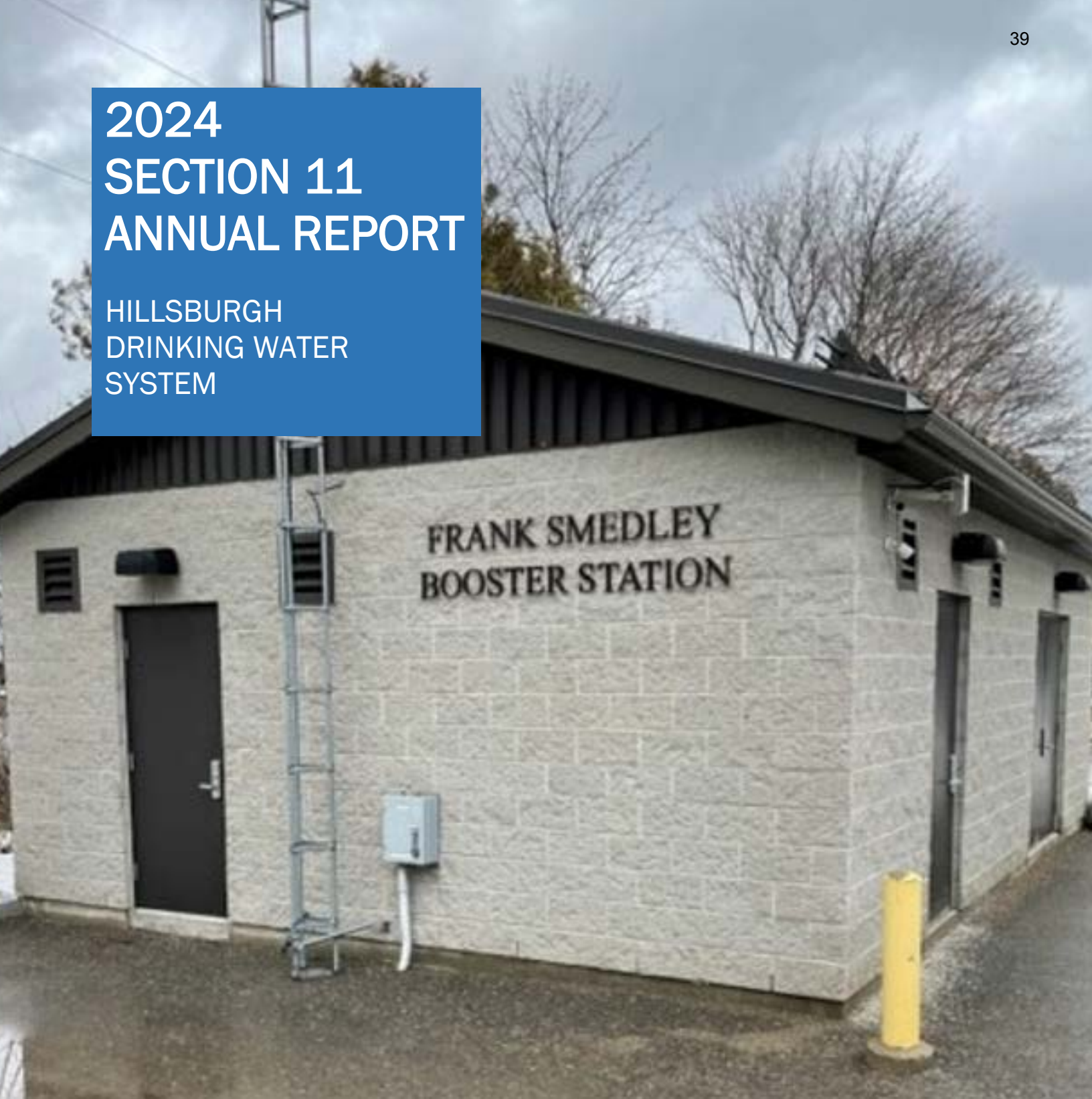
^{6A}*Organic Parameters (Schedule 24) are required to be tested every 36 months for a large municipal residential system (O. Reg 170/03 Schedule 13-4.(1)). The last set of samples were collected and tested in 2024, the next set of samples is scheduled to be collected and tested in 2027.*

Table 7: List of Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards for the reporting period.

Parameter	Result Value	Unit of Measure	Date of Sample
N/A	N/A	N/A	N/A

2024 SECTION 11 ANNUAL REPORT

HILLSBURGH
DRINKING WATER
SYSTEM



FRANK SMEDLEY
BOOSTER STATION

For the period of
January 1st, 2024 to December 31st, 2024

Prepared for the Corporation of the Town of Erin by the Ontario Clean Water Agency



This report was prepared in accordance with the requirements of [O.Reg 170/03, Section 11, Annual reports](#) for the following system and reporting period:

Drinking-Water System Number:	220007285
Drinking-Water System Name:	Hillsburgh Drinking Water System
Drinking-Water System Owner:	The Corporation of the Town of Erin
Drinking-Water System Category:	Large Municipal Residential
Period being reported:	January 1, 2024 – December 31, 2024

Does your Drinking-Water System serve more than 10,000 people?

No

Is your Annual Report available to the public at no charge on a web site on the Internet?

Yes

Note: If a large municipal residential system serves more than 10,000 people, the owner of the system shall ensure that a copy of every report prepared under this section is available to the public at no charge on a website on the Internet. O. Reg. 170/03, Section 11. (10)

Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection (O.Reg 170/03, Section 11.(6)(f)):

- Town of Erin Office, 5684 Trafalgar Road, Hillsburgh, Ontario, N0B 1Z0
- <https://www.erin.ca/>

Note: this is required for large municipal residential systems or small municipal residential systems.

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
N/A	N/A

Did you provide a copy of your annual report to all Drinking Water System owners that are connected to you and to whom you provide all of its drinking water?

N/A

How system users are notified that the annual report is available, and is free of charge:

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a newspaper
- Public access/notice via Public Request
- Public access/notice via a Public Library
- Public access/notice via other method: _____

Describe your Drinking-Water System (O.Reg 170/03, Section 11.(6)(a)):

The Hillsburgh Drinking Water System is classified as a Class I Water Treatment and Class II Water Distribution and Supply Subsystem. It is categorized under O.Reg 170/03 as a Large Municipal Drinking Water System, servicing an approximate population of 850 persons. The system is comprised of two pumphouses. The pumphouses include the Well H2 Hillsburgh Heights Pumphouse and Well H3 Glendevon Pumphouse which draw water from two production wells. The Hillsburgh water distribution system is divided into two pressure zones. The upper pressure zone has primarily been supplied by Well H2. The lower pressure zone has primarily been supplied by Well H3. The Frank Smedley Booster Station, completed in 2014, mainly delivers water from the lower pressure zone to the upper pressure zone.

The raw water for the Well H2 Hillsburgh Heights pumphouse is supplied from one drilled groundwater well (Well H2). The water pumped from the well is treated with sodium hypochlorite (for primary and secondary disinfection) and ferric chloride (for lead removal). The treated water is stored in an underground baffled storage reservoir/chlorine contact chamber prior to entering the distribution system. Online equipment continuously monitors and records free chlorine residual and flowrates. The pumphouse is also equipped with standby power in the event of a power failure.

The raw water for the Well H3 Glendevon pumphouse is supplied from one drilled groundwater wells (Well H3). The water pumped from the well is treated with sodium hypochlorite (for primary and secondary disinfection). The treated water is stored in a baffled storage reservoir/chlorine contact chamber prior to entering the distribution system. Online equipment continuously monitors and records free chlorine residual and flowrates. The pumphouse is equipped with portable standby power in the event of a power failure.

List of water treatment chemicals used by the system during the reporting period (O.Reg 170/03, Section 11.(6)(a)):

- Sodium Hypochlorite 12%
- Ferric Chloride

Significant expenses were incurred to:

- Install required equipment
- Repair required equipment
- Replace required equipment
- No significant expenses were incurred

Description of major expenses during the reporting period to install, repair or replace required equipment (O.Reg 170/03, Section 11.(6)(e)):

- Water line service repairs
- Lead filter replacement
- Generator connection installation

Summary of any reports/notices submitted to the Ministry and/or Spills Action Centre in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 during the reporting period, including a description of any corrective actions taken under Schedule 17 or 18 (O.Reg 170/03, Section 11.(6)(b),(d)):

Incident Date (yyyy/mm/dd)	Parameter/ Notice of	Result & Unit	Summary of Reporting, Corrective Actions & Resolution
N/A	N/A	N/A	N/A

Table 1: Microbiological testing done under the Schedule 10 of Regulation 170/03 during this reporting period (O.Reg 170/03, Section 11.(6)(c)).

Location	Number of Samples	Range of E. Coli or Fecal Results		Range of Total Coliforms Results		Number of HPC Samples	Range of HPC Samples	
		Min.	Max.	Min.	Max.		Min.	Max.
Raw Water - Well H2 ^{1A}	53	0	0	0	1	n/a	n/a	n/a
Raw Water - Well H3 ^{1A}	53	0	0	0	0	n/a	n/a	n/a
Treated Water – Well H2 ^{1B}	53	0	0	0	0	53	0	21
Treated Water – Well H3 ^{1B}	53	0	0	0	0	53	0	8
Distribution Water ^{1C}	106	0	0	0	0	106	0	62

Note: HPC = Heterotrophic Plate Count

Note: Units for E.Coli or Fecal Results are cfu/100 mL, units for Total Coliform Results are cfu/100 mL, units for HPC results are cfu/1mL

^{1A}O.Reg 170/03, Schedule 10-4. (1)(3) requires for a large municipal residential system that a water sample is taken at least once every week from the drinking water system's raw water, before any treatment is applied to the water and tested for E.Coli and total coliforms.

^{1B}O Reg 170/03, Schedule 10-3 requires for a large municipal residential system that a treated water sample is taken at least once every week and tested for E.Coli, total coliforms and general bacteria population expressed as colony counts on a heterotrophic count (HPC).

^{1C}O.Reg 170/03 Schedule 10-2.(1)(2)(3) requires that a system that serves 100,000 people or less, at least eight distribution samples, plus one additional distribution sample for every 1,000 people served by the system, are taken every month, with at least one of the samples being taken in each week and that each of the samples taken is tested for E.Coli, Total Coliforms. At least 25 percent of the samples required must be tested for general bacteria population expressed as colony counts on heterotrophic plate count (HPC). As of 2024, the population of Hillsburgh is 850 persons, as confirmed by the owner on February 1, 2024 and thus requires at the minimum 8 monthly distribution samples.

Table 2: Operational testing done under Schedule 7 of Regulation 170/03 during the period covered by this Annual Report (O.Reg 170/03, Section 11.(6)(c)).

Parameter & Location	Number of Samples	Range of Results	
		Min.	Max.
Turbidity (NTU) - Raw Water – Well H2 ^{2A}	12	0.12	0.31
Turbidity (NTU) - Raw Water – Well H3 ^{2A}	12	0.10	0.39
Free Chlorine Residual, On-Line (mg/L) – TW Well H2 ^{2B}	8760	0.59	1.52
Free Chlorine Residual, On-Line (mg/L) – TW Well H3 ^{2B}	8760	0.44	1.92
Free Chlorine Residual, On-line Distribution Water (mg/L) – DW ^{2C}	8760	0.28	1.49

Note: The number of samples used for continuous monitoring units is 8760.

^{2A}O.Reg 170/03 Schedule 7-3.(1)(1.1) requires a raw water sample be taken at least once every month from each well that is supplying water to the system and tested for turbidity.

^{2B}O.Reg 170/03 Schedule 7-2.(1) requires a drinking water system that provides chlorination for primary disinfection to sample and test for free chlorine residual with continuous monitoring equipment in the treatment process at or near a location where the intended contact time has just been completed.

^{2C}O.Reg 170/03 Schedule 7-2.(3)(4) requires a large municipal residential system that provides secondary disinfection to take at least seven distribution samples each week and immediately tested for free chlorine residual, if the system provides chlorination and does not provide chloramination, unless at least one sample is taken on each day of the week. At the Hillsburgh DWS, secondary disinfection is monitored through an online continuous free chlorine analyzer.

Table 3. Summary of additional testing and sampling results carried out in accordance with the requirement of an approval, municipal drinking water licence or order (including OWRA) or other legal instrument during the reporting period and if tests required under this Regulation in respect of a parameter were not required during that period, summarize the most recent results of tests of that parameter (O. Reg 170/03, Section 11.(6)(c)):

Legal Instrument & Issue Date (yyyy/mm/dd)	Sample Location & Parameter	Sampling Frequency	Sample Date (yyyy/mm/dd)	Sample Results
Municipal Drinking Water License (MDWL) 102-102, Issue 4 2020/11/02	Well No. H2 Raw Water Lead ^{3A}	Quarterly	2024/01/09	8.7 µg/L
			2024/04/09	8.3 µg/L
			2024/07/09	11.0 µg/L
			2024/10/02	7.7 µg/L
	Treated Water Lead ^{3A}	Quarterly	2024/01/09	3.5 µg/L
			2024/04/09	3.1 µg/L
			2024/07/09	4.8 µg/L
	2024/10/02	9.1 µg/L		
Raw Water (Well No. H2) Gross Alpha ^{3B}	Every 36 months	2022/01/18	0.94 Bq/L	

Legal Instrument & Issue Date (yyyy/mm/dd)	Sample Location & Parameter	Sampling Frequency	Sample Date (yyyy/mm/dd)	Sample Results
	Raw Water (Well No. H2) Gross Beta ^{3B}	Every 36 months	2022/01/18	0.19 Bq/L

^{3A}As per MDWL Section 5.0 (Table 5) lead is required to be tested on a quarterly basis at Hillsburgh Heights Well 2 – Raw water sampling location and at a point prior to the treated water entering the distribution system.

^{3B}As per MDWL Section 5.0 (Table 5) Gross Alpha and Gross Beta is required every 36 months at the Hillsburgh Heights Well 2 – raw water sampling location. The most recent set of samples were taken in January, 2022 and the next set of samples are scheduled to be completed in January, 2025.

Table 4: Summary of Inorganic parameters tested during this reporting period or the most recent sample results^{4A} (O.Reg 170/03, Section 11.(6)(c))

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
Antimony: Sb (µg/L) - TW2	2024/05/07	0.5	6.0	No
Antimony: Sb (µg/L) - TW3	2024/05/07	0.5	6.0	No
Arsenic: As (µg/L) - TW2	2024/05/07	1.0	10.0	No
Arsenic: As (µg/L) - TW3	2024/05/07	1.0	10.0	No
Barium: Ba (µg/L) - TW2	2024/05/07	50.0	1000.0	No
Barium: Ba (µg/L) - TW3	2024/05/07	21.0	1000.0	No
Boron: B (µg/L) - TW2	2024/05/07	18.0	5000.0	No
Boron: B (µg/L) - TW3	2024/05/07	31.0	5000.0	No
Cadmium: Cd (µg/L) - TW2	2024/05/07	0.09	5.0	No
Cadmium: Cd (µg/L) - TW3	2024/05/07	0.09	5.0	No
Chromium: Cr (µg/L) - TW2	2024/05/07	5.0	50.0	No
Chromium: Cr (µg/L) - TW3	2024/05/07	5.0	50.0	No
Mercury: Hg (µg/L) - TW2	2024/05/07	0.1	1.0	No
Mercury: Hg (µg/L) - TW3	2024/05/07	0.1	1.0	No
Selenium: Se (µg/L) - TW2	2024/05/07	2.0	50.0	No
Selenium: Se (µg/L) - TW3	2024/05/07	2.0	50.0	No
Uranium: U (µg/L) - TW2	2024/05/07	3.1	20.0	No
Uranium: U (µg/L) - TW3	2024/05/07	0.76	20.0	No
Additional Inorganics				
Fluoride (mg/L) - TW2	2024/05/07 ^{4B}	0.97	1.5	No
Fluoride (mg/L) - TW3	2024/05/07 ^{4B}	0.81	1.5	No
Nitrite (mg/L) - TW2	2024/01/09	0.01	1.0	No
Nitrite (mg/L) - TW2	2024/04/09	0.01	1.0	No
Nitrite (mg/L) - TW2	2024/07/09	0.01	1.0	No

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
Nitrite (mg/L) - TW2	2024/10/02	0.01	1.0	No
Nitrite (mg/L) - TW3	2024/01/09	0.01	1.0	No
Nitrite (mg/L) - TW3	2024/04/09	0.01	1.0	No
Nitrite (mg/L) - TW3	2024/07/09	0.01	1.0	No
Nitrite (mg/L) - TW3	2024/10/02	0.01	1.0	No
Nitrate (mg/L) - TW2	2024/01/09	1.33	10.0	No
Nitrate (mg/L) - TW2	2024/04/09	1.31	10.0	No
Nitrate (mg/L) - TW2	2024/07/09	1.36	10.0	No
Nitrate (mg/L) - TW2	2024/10/02	1.29	10.0	No
Nitrate (mg/L) - TW3	2024/01/09	0.10	10.0	No
Nitrate (mg/L) - TW3	2024/04/09	0.11	10.0	No
Nitrate (mg/L) - TW3	2024/07/09	0.11	10.0	No
Nitrate (mg/L) - TW3	2024/10/02	0.10	10.0	No

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Aesthetic Objective (AO)	Exceedance	
				AO	> 20 mg/L
Sodium: Na (mg/L) – TW2	2024/05/07 ^{4C}	15.0	200	No	No
Sodium: Na (mg/L) – TW3	2024/05/07 ^{4C}	13.0	200	No	No

Note: MDL = Minimum Detection Limit

Note: There is no regulatory Maximum Allowable Concentration (MAC) Sodium. The aesthetic objective (AO) for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

^{4A}Inorganic Parameters (Schedule 23) are required to be tested every 36 months for a large municipal residential system (O. Reg 170/03 Schedule 13-2.(1)). The last set of samples was collected and tested in 2024, the next set of samples are scheduled to be collected and tested in 2027.

^{4B}Fluoride is reportable every 60 months. Recent fluoride samples were taken in 2023 with additional samples taken in 2024. The next set of fluoride samples are scheduled to be tested in 2028.

^{4C}Sodium is reportable every 60 months. Recent sodium samples were taken in 2023 with additional samples taken in 2024. The next set of sodium samples are scheduled to be tested in 2028.

Table 5: Summary of lead testing under Schedule 15.1 during this reporting period (O.Reg 170/03, Section 11.(6)(g))

Location/Type & Parameter	Number of Samples	Range of Results		Number of Lead Exceedances (MAC = 10 µ/L)
		Min.	Max.	
Period: January 1 to April 15				
Plumbing – Lead (µg/L) ^{5B}	N/A	N/A	N/A	N/A
Distribution – Lead (µg/L) ^{5C}	N/A	N/A	N/A	N/A
Distribution – Alkalinity (mg/L as CaCO ₃)	3	190	220	N/A
Distribution – pH	3	7.70	7.80	N/A
Period: June 15 to October 15				
Plumbing – Lead (µg/L) ^{5B}	N/A	N/A	N/A	N/A
Distribution – Lead (µg/L) ^{5C}	N/A	N/A	N/A	N/A
Distribution – Alkalinity (mg/L as CaCO ₃)	3	190	220	N/A
Distribution – pH	3	7.84	7.84	N/A
Period: December 15 to 31				
Plumbing – Lead (µg/L) ^{5B}	N/A	N/A	N/A	N/A
Distribution – Lead (µg/L) ^{5C}	N/A	N/A	N/A	N/A
Distribution – Alkalinity (mg/L as CaCO ₃)	N/A	N/A	N/A	N/A
Distribution - pH	N/A	N/A	N/A	N/A

Note: this is required for large municipal residential systems, small municipal residential systems or non-municipal year-round residential system.

^{5A}This system follows a reduced sampling schedule (O.Reg 170/03, Section 15.1.5). The number of sampling points for the system is based on the population served by the system. The number of people served by the system is 850 persons (as confirmed with the Owner on February 1, 2024) and therefore requires two distribution sampling points per sampling period. OCWA routinely takes three distribution lead samples per sampling period as a best practice.

^{5B}Plumbing samples are not applicable as this system qualifies for the plumbing exemption per O. Reg 170/03 Schedule 15.1-5 (9) (10).

^{5C}Distribution lead samples are required to be taken every 36 months. The most recent set of samples were taken in the winter period of December 15, 2021 to April 15, 2022 and summer period of June 15, 2022 to October 15, 2022. An additional set off distribution lead samples were taken in the winter period of December 15, 2022 to April 15, 2023 and summer period of June 15, 2023 to October 15, 2023. The next set of required distribution lead samples is scheduled to be sampled during the winter period of December 15, 2024 to April 15, 2025 and summer period of June 15, 2025 to October 15, 2025.

Table 6: Summary of Organic parameters sampled during this reporting period or the most recent sample results^{6A} (O.Reg 170/03, Section 11.(6)(c)).

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
Alachlor (µg/L) - TW2	2024/05/07	0.5	5.0	No
Alachlor (µg/L) - TW3	2024/05/07	0.5	5.0	No
Azinphos-methyl (µg/L) - TW2	2024/05/07	2.0	20.0	No
Azinphos-methyl (µg/L) - TW3	2024/05/07	2.0	20.0	No
Benzene (µg/L) - TW2	2024/05/07	0.1	1.0	No
Benzene (µg/L) - TW3	2024/05/07	0.1	1.0	No
Benzo(a)pyrene (µg/L) - TW2	2024/05/07	0.005	0.01	No
Benzo(a)pyrene (µg/L) - TW3	2024/05/07	0.005	0.01	No
Bromoxynil (µg/L) - TW2	2024/05/07	0.5	5.0	No
Bromoxynil (µg/L) - TW3	2024/05/07	0.5	5.0	No
Carbaryl (µg/L) - TW2	2024/05/07	5.0	90.0	No
Carbaryl (µg/L) - TW3	2024/05/07	5.0	90.0	No
Carbofuran (µg/L) - TW2	2024/05/07	5.0	90.0	No
Carbofuran (µg/L) - TW3	2024/05/07	5.0	90.0	No
Carbon Tetrachloride (µg/L) - TW2	2024/05/07	0.1	2.0	No
Carbon Tetrachloride (µg/L) - TW3	2024/05/07	0.1	2.0	No
Chlorpyrifos (µg/L) - TW2	2024/05/07	1.0	90.0	No
Chlorpyrifos (µg/L) - TW3	2024/05/07	1.0	90.0	No
Diazinon (µg/L) - TW2	2024/05/07	1.0	20.0	No
Diazinon (µg/L) - TW3	2024/05/07	1.0	20.0	No
Dicamba (µg/L) - TW2	2024/05/07	1.0	120.0	No
Dicamba (µg/L) - TW3	2024/05/07	1.0	120.0	No
1,2-Dichlorobenzene (µg/L) - TW2	2024/05/07	0.2	200.0	No
1,2-Dichlorobenzene (µg/L) - TW3	2024/05/07	0.2	200.0	No
1,4-Dichlorobenzene (µg/L) - TW2	2024/05/07	0.2	5.0	No
1,4-Dichlorobenzene (µg/L) - TW3	2024/05/07	0.2	5.0	No
1,2-Dichloroethane (µg/L) - TW2	2024/05/07	0.2	5.0	No
1,2-Dichloroethane (µg/L) - TW3	2024/05/07	0.2	5.0	No
1,1-Dichloroethylene (µg/L) - TW2	2024/05/07	0.1	14.0	No
1,1-Dichloroethylene (µg/L) - TW3	2024/05/07	0.1	14.0	No
Dichloromethane (Methylene Chloride) (µg/L) - TW2	2024/05/07	0.5	50.0	No
Dichloromethane (Methylene Chloride) (µg/L) - TW3	2024/05/07	0.5	50.0	No
2,4-Dichlorophenol (µg/L) - TW2	2024/05/07	0.25	900.0	No
2,4-Dichlorophenol (µg/L) - TW3	2024/05/07	0.25	900.0	No

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Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
2,4-Dichlorophenoxy acetic acid (2,4-D) (µg/L) - TW2	2024/05/07	1.0	100.0	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (µg/L) - TW3	2024/05/07	1.0	100.0	No
Diclofop-methyl (µg/L) - TW2	2024/05/07	0.9	9.0	No
Diclofop-methyl (µg/L) - TW3	2024/05/07	0.9	9.0	No
Dimethoate (µg/L) - TW2	2024/05/07	2.5	20.0	No
Dimethoate (µg/L) - TW3	2024/05/07	2.5	20.0	No
Diquat (µg/L) - TW2	2024/05/07	7.0	70.0	No
Diquat (µg/L) - TW3	2024/05/07	7.0	70.0	No
Diuron (µg/L) - TW2	2024/05/07	10.0	150.0	No
Diuron (µg/L) - TW3	2024/05/07	10.0	150.0	No
Glyphosate (µg/L) - TW2	2024/05/07	10.0	280.0	No
Glyphosate (µg/L) - TW3	2024/05/07	10.0	280.0	No
Malathion (µg/L) - TW2	2024/05/07	5.0	190.0	No
Malathion (µg/L) - TW3	2024/05/07	5.0	190.0	No
Metolachlor (µg/L) - TW2	2024/05/07	0.5	50.0	No
Metolachlor (µg/L) - TW3	2024/05/07	0.5	50.0	No
Metribuzin (µg/L) - TW2	2024/05/07	5.0	80.0	No
Metribuzin (µg/L) - TW3	2024/05/07	5.0	80.0	No
Monochlorobenzene (Chlorobenzene) (µg/L) - TW2	2024/05/07	0.1	80.0	No
Monochlorobenzene (Chlorobenzene) (µg/L) - TW3	2024/05/07	0.1	80.0	No
Paraquat (µg/L) - TW2	2024/05/07	1.0	10.0	No
Paraquat (µg/L) - TW3	2024/05/07	1.0	10.0	No
PCB (µg/L) - TW2	2024/05/07	0.05	3.0	No
PCB (µg/L) - TW3	2024/05/07	0.05	3.0	No
Pentachlorophenol (µg/L) - TW2	2024/05/07	0.5	60.0	No
Pentachlorophenol (µg/L) - TW3	2024/05/07	0.5	60.0	No
Phorate (µg/L) - TW2	2024/05/07	0.5	2.0	No
Phorate (µg/L) - TW3	2024/05/07	0.5	2.0	No
Picloram (µg/L) - TW2	2024/05/07	5.0	190.0	No
Picloram (µg/L) - TW3	2024/05/07	5.0	190.0	No
Prometryne (µg/L) - TW2	2024/05/07	0.25	1.0	No
Prometryne (µg/L) - TW3	2024/05/07	0.25	1.0	No
Simazine (µg/L) - TW2	2024/05/07	1.0	10.0	No
Simazine (µg/L) - TW3	2024/05/07	1.0	10.0	No

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Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result	Maximum Allowable Concentration (MAC)	Exceedance of MAC
Terbufos (µg/L) - TW2	2024/05/07	0.5	1.0	No
Terbufos (µg/L) - TW3	2024/05/07	0.5	1.0	No
Tetrachloroethylene (µg/L) - TW2	2024/05/07	0.1	10.0	No
Tetrachloroethylene (µg/L) - TW3	2024/05/07	0.1	10.0	No
2,3,4,6-Tetrachlorophenol (µg/L) - TW2	2024/05/07	0.5	100.0	No
2,3,4,6-Tetrachlorophenol (µg/L) - TW3	2024/05/07	0.5	100.0	No
Triallate (µg/L) - TW2	2024/05/07	1.0	230.0	No
Triallate (µg/L) - TW3	2024/05/07	1.0	230.0	No
Trichloroethylene (µg/L) - TW2	2024/05/07	0.1	5.0	No
Trichloroethylene (µg/L) - TW3	2024/05/07	0.1	5.0	No
2,4,6-Trichlorophenol (µg/L) - TW2	2024/05/07	0.5	5.0	No
2,4,6-Trichlorophenol (µg/L) - TW3	2024/05/07	0.5	5.0	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (µg/L) - TW2	2024/05/07	10.0	100.0	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (µg/L) - TW3	2024/05/07	10.0	100.0	No
Trifluralin (µg/L) - TW2	2024/05/07	1.0	45.0	No
Trifluralin (µg/L) - TW3	2024/05/07	1.0	45.0	No
Vinyl Chloride (µg/L) - TW2	2024/05/07	0.2	1.0	No
Vinyl Chloride (µg/L) - TW3	2024/05/07	0.2	1.0	No
Trihalomethane: Total (ug/L) Annual Average - DW	2024 (Quarterly)	8.133	100.0	No
HAA Total (ug/L) Annual Average - DW	2024 (Quarterly)	5.0	80.0	No

Note: TW = Treated Water, DW = Distribution Water, MDL = Minimum Detection Limit, MAC = Maximum Allowable Concentration, HAA = Haloacetic Acids

^{6A}Organic Parameters (Schedule 24) are required to be tested every 36 months for a large municipal residential system (O. Reg 170/03 Schedule 13-4.(1)). The last set of samples was collected and tested in 2024, the next set of samples is scheduled to be collected and tested in 2027.

Table 7: List of Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards for the reporting period.

Parameter & Location	Sample Date (yyyy/mm/dd)	Sample Result
Fluoride (mg/L) - TW2	2024/05/07	0.97
Fluoride (mg/L) - TW3	2024/05/07	0.81

2024 SCHEDULE 22 SUMMARY REPORT

ERIN
DRINKING WATER
SYSTEM



ERIN

For the period of
January 1st, 2024 to December 31st, 2024

Prepared for the Corporation of the Town of Erin by the Ontario Clean Water Agency



Drinking Water System Regulation: O. Reg 170/03
 Schedule 22 Summary Report: January 1, 2024 to December 31, 2024
 Town of Erin: Erin Drinking Water System

This report was prepared in accordance with the requirements of [O.Reg 170/03, Schedule 22, Summary Reports for Municipalities](#) for the following system and reporting period:

Drinking-Water System Number:	220000013
Drinking-Water System Name:	Erin Drinking Water System
Drinking-Water System Owner:	The Corporation of the Town of Erin
Drinking-Water System Category:	Large Municipal Residential
Period being reported:	January 1, 2024 – December 31, 2024

1. Issue(s) of Non-Compliance

A Ministry of Environment, Conservation and Parks (MECP) Drinking Water System Inspection was conducted on October 16, 2024 for the period covering November 24, 2023 to November 4, 2024. On November 13, 2024 the Inspection Report was issued and an Inspection Summary Rating Record (IRR) of 100% was received.

The following is a summary of non-compliances noted in the MECP Inspection Report, as well as the duration and the measures that were taken to correct the non-compliance. If any self-reported non-compliances were included in the inspection report, they will be noted in Table 1.

Table 1. Non-Compliances and Corrective Actions noted in the 2023/2024 MECP Inspection Report

Non-Compliance(s)	Duration	Required Actions & Corrective Actions
N/A	N/A	N/A

The following table (Table 2) is a summary of any incidents that the Operating Authority interpreted as a instances where any requirements of the Act, the regulations, the system’s approval, drinking water works permit (DWWP), municipal drinking water licence (MDWL), and any orders applicable were not met. The Operating Authority reported the following incidents to the MECP and confirmation of whether the incidents are considered non-compliances are noted in the MECP Inspection Report and included in Table 1.

Table 2. Self-Reported Incidents and Corrective Actions for the Reporting Period

Incident	Duration	Corrective Actions
N/A	N/A	N/A

For information on any Adverse Water Quality Incident(s) that may have occurred during the reporting period, please refer to the Erin Drinking Water System Annual Report (Section 11).

2. Assessment of Flowrates and Quantity of Water Supplied

The following tables (Table 3 to 13) summarize the quantities and flowrates of water supplied during the reporting period, including monthly averages and maximum daily flows as well as a comparison to the rated capacity and flowrates approved in the system’s approval, DWWP or MDWL.

As required by the MDWL, regulatory flow measuring devices are checked/verified and where necessary calibrated. These checks/verifications/calibrations are performed annually by a third party to ensure the flow measuring devices are within acceptable deviation limits.

2.1 Treated Water

Municipal Drinking Water License (MDWL):	102-101 (Issue Number: 4)
Allowable Rated Capacity Well E7:	2,592 m ³ /day
Allowable Rated Capacity Well E8:	2,362 m ³ /day
Allowable Flowrate into Treatment System:	Not listed in MDWL

As per the MDWL, the maximum daily volume of treated water that flows from the treatment subsystem to the distribution system shall not exceed the listed rated capacity. However, the MDWL allows a system to be operated temporarily at a maximum daily volume and/or a maximum flowrate above the values set out in the MDWL for the purposes of fighting a large fire or for the maintenance of the drinking water system.

Table 3. Treated Water (Well E7) Annual and Monthly Average and Maximum Flows with Comparison to Rated Capacity and Total Volume for 2024

Treated Water Flow – Well E7					
Timeframe	Average Flow (m ³ /day)	Percent of Rated Capacity	Maximum Flow (m ³ /day)	Percent of Rated Capacity	Total Volume (m ³)
January	325.64	12.56%	1037.87	40.04%	7164.06
February	581.88	22.45%	1311.83	50.61%	16874.46
March	500.53	19.31%	1514.87	58.44%	15516.44
April	777.33	29.99%	1430.87	55.20%	23319.90
May	679.40	26.21%	1519.30	58.61%	21061.49
June	455.99	17.59%	1372.56	52.95%	13679.78
July	691.98	26.70%	1466.22	56.57%	21451.47
August	519.30	20.03%	1127.95	43.52%	16098.17
September	582.17	22.46%	1105.68	42.66%	17465.06
October	489.08	18.87%	969.90	37.42%	15161.58
November	548.95	21.18%	1258.67	48.56%	16468.39
December	742.05	28.63%	1311.67	50.60%	23003.43
2024	574.52	22.17%	1519.30	58.61%	207264.23

Table 4. Treated Water (Well E8) Annual and Monthly Average and Maximum Flows with Comparison to Rated Capacity and Total Volume for 2024

Treated Water Flow – Well E8					
Timeframe	Average Flow (m ³ /day)	Percent of Rated Capacity	Maximum Flow (m ³ /day)	Percent of Rated Capacity	Total Volume (m ³)
January	395.20	16.73%	1259.92	53.34%	12251.26
February	349.32	14.79%	1146.37	48.53%	10130.20
March	664.02	28.11%	1457.84	61.72%	20584.74
April	376.22	15.93%	1393.32	58.99%	11286.74
May	666.32	28.21%	1463.85	61.98%	20656.02
June	752.81	31.87%	1485.10	62.87%	22584.35
July	464.62	19.67%	1382.85	58.55%	14403.23
August	586.92	24.85%	882.45	37.36%	18194.43
September	550.52	23.31%	735.63	31.14%	16515.67
October	562.87	23.83%	1032.69	43.72%	17448.91
November	516.03	21.85%	1066.36	45.15%	15480.84
December	593.02	25.11%	775.99	32.85%	18383.51
2024	539.82	22.85%	1485.10	62.87%	197919.90

A review of flow information for the reporting period indicates that the drinking water system operated within the rated capacity specified in the MDWL, for the maximum treated volume of treated water that flows from the treatment subsystem to the distribution system.

A summary of flowrates of water that flows into the treatment subsystem(s) can be found in Table 8, Table 10 and Table 12. The applicable MDWL for the reporting period did not list a maximum allowable limit for the flowrate of water that flows into a treatment subsystem.

Table 5. Treated Water (Well E7) Annual and Monthly Average and Maximum Flowrates for 2024

Treated Water Flowrate – Well E7		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	333.56	1592.16
February	1028.91	2400.00
March	897.58	2400.00
April	1018.01	2400.00
May	1023.43	2082.00
June	563.66	1619.00
July	483.49	2308.56
August	496.63	2400.00
September	1083.14	1767.00

Drinking Water System Regulation: O. Reg 170/03
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 Town of Erin: Erin Drinking Water System

Treated Water Flowrate – Well E7		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
October	1108.44	2400.00
November	1004.27	2400.00
December	990.54	1986.00
2024	835.97	2400.00

Table 6. Treated Water (Well E8) Annual and Monthly Average and Maximum Flowrates for 2024

Treated Water Flowrate – Well E8		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	743.80	1438.00
February	674.77	1105.00
March	763.53	1105.00
April	490.37	1521.00
May	516.19	1093.00
June	622.23	1357.00
July	324.73	1057.00
August	410.23	1225.00
September	384.68	1424.00
October	393.30	990.00
November	397.17	1303.00
December	416.28	1328.00
2024	511.44	1521.00

2.2 Raw Water

Permit to Take Water Number (PTTW):	6432-CC5LK7
Allowable Maximum Raw Water Volume – Well E7:	2,160.00 m ³ /day
Allowable Maximum Raw Water Flowrate - Well E7:	1,800 L/min
Allowable Maximum Raw Water Volume – Well E8:	1,968.00 m ³ /day
Allowable Maximum Raw Water Flowrate – Well E8:	1,640 L/min
Allowable Maximum Volume of Raw Water – Well E9:	2764.80 m ³ /day
Allowable Maximum Raw Water Flowrate – Well E9:	1,920 L/min
Allowable Maximum Raw Water Volume for any Combination of Wells:	4,128.00 m ³ /day
Allowable Maximum Raw Water Volume for any Combination of Wells for one 60 day consecutive period during wellfield testing:	6,892.80 m ³ /day

As per the PTTW, water shall only be taken from the specified source(s) and at the rates and amounts taken as specified in the permit.

Table 7. Raw Water (Well E7) Monthly Average, Maximum Flow and Total Volume for 2024

Raw Water Flow – Well E7					
Timeframe	Average Flow (m ³ /day)	Percent of Allowable Volume	Maximum Flow (m ³ /day)	Percent of Allowable Volume	Total Volume (m ³)
January	488.51	22.62%	1047.25	48.48%	14655.30
February	578.96	26.80%	1317.25	60.98%	16789.92
March	494.50	22.89%	1515.58	70.17%	15329.48
April	768.77	35.59%	1453.21	67.28%	23063.23
May	673.30	31.17%	1448.21	67.05%	20872.20
June	455.96	21.11%	1419.80	65.73%	13678.71
July	683.71	31.65%	1448.29	67.05%	21194.94
August	514.68	23.83%	1143.68	52.95%	15955.09
September	575.79	26.66%	1096.30	50.75%	17273.76
October	481.43	22.29%	961.06	44.49%	14924.34
November	544.87	25.23%	1259.26	58.30%	16346.17
December	735.09	34.03%	1284.00	59.44%	22787.81
2024	582.96	26.99%	1515.58	70.17%	212870.95

A review of flow information for the reporting period indicates that the system operated within the maximum allowable daily raw water volume listed in PTTW 6432-CC5LK7 for Well E7.

Table 8. Raw Water (Well E7) Annual and Monthly Average and Maximum Flowrates for 2024

Raw Water Flowrate – Well E7		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	1436.79	1769.28
February	1469.49	1640.00
March	1157.55	1466.00
April	1349.10	1465.00
May	1328.71	1704.00
June	1214.47	1506.00
July	1451.55	1482.00
August	1463.81	1512.00
September	1436.30	1502.00
October	1498.55	1589.00
November	1498.59	1524.00

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Raw Water Flowrate – Well E7		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
December	1508.80	1538.00
2024	1401.14	1769.28

A review of flow information for the reporting period indicates that the system operated within the maximum allowable raw water flowrate listed in PTTW 6432-CC5LK7 for Well E7.

Table 9. Raw Water (Well E8) Monthly Average, Maximum Flow and Total Volume for 2024

Raw Water Flow – Well E8					
Timeframe	Average Flow (m³/day)	Percent of Allowable Volume	Maximum Flow (m³/day)	Percent of Allowable Volume	Total Volume (m³)
January	393.43	19.99%	1311.68	66.65%	12196.23
February	345.85	17.57%	1139.30	57.89%	10029.75
March	658.71	33.47%	1413.20	71.81%	20420.04
April	373.99	19.00%	1401.88	71.23%	11219.66
May	662.52	33.66%	1464.05	74.39%	20538.09
June	747.04	37.96%	1487.64	75.59%	22411.22
July	463.06	23.53%	1399.15	71.10%	14354.72
August	584.75	29.71%	900.10	45.74%	18127.39
September	546.33	27.76%	742.03	37.70%	16390.00
October	558.64	28.39%	1042.19	52.96%	17317.89
November	512.05	26.02%	1059.69	53.85%	15361.59
December	588.28	29.89%	763.62	38.80%	18236.68
2024	536.22	27.25%	1487.64	75.59%	196603.26

A review of flow information for the reporting period indicates that the system operated within the maximum allowable daily raw water volume listed in PTTW 6432-CC5LK7 for Well E8.

Table 10. Raw Water (Well E8) Annual and Monthly Average and Maximum Flowrates for 2024

Raw Water Flowrate – Well E8		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	1242.37	1303.00
February	1149.76	1302.00
March	1107.72	1298.00
April	983.63	1306.00
May	1238.06	1305.00

Drinking Water System Regulation: O. Reg 170/03
 Schedule 22 Summary Report: January 1, 2024 to December 31, 2024
 Town of Erin: Erin Drinking Water System

Raw Water Flowrate – Well E8		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
June	1185.10	1302.00
July	1135.06	1281.00
August	1217.49	1285.68
September	1271.67	1289.00
October	1273.02	1288.00
November	1228.59	1284.00
December	1262.61	1274.00
2024	1191.26	1306.00

A review of flow information for the reporting period indicates that the system operated within the maximum allowable raw water flowrate listed in PTTW 6432-CC5LK7 for Well E8.

Table 11. Raw Water (Well E9) Monthly Average, Maximum Flow and Total Volume for 2024^{11A}

Raw Water Flow – Well E9					
Timeframe	Average Flow (m³/day)	Percent of Allowable Volume	Maximum Flow (m³/day)	Percent of Allowable Volume	Total Volume (m³)
January	N/A	N/A	N/A	N/A	N/A
February	N/A	N/A	N/A	N/A	N/A
March	N/A	N/A	N/A	N/A	N/A
April	N/A	N/A	N/A	N/A	N/A
May	N/A	N/A	N/A	N/A	N/A
June	N/A	N/A	N/A	N/A	N/A
July	N/A	N/A	N/A	N/A	N/A
August	N/A	N/A	N/A	N/A	N/A
September	N/A	N/A	N/A	N/A	N/A
October	N/A	N/A	N/A	N/A	N/A
November	N/A	N/A	N/A	N/A	N/A
December	N/A	N/A	N/A	N/A	N/A
2024	N/A	N/A	N/A	N/A	N/A

^{11A}There was no water taking for Well E9 during the reporting period, the well has been approved in the PTTW but has not been commissioned and is not currently online.

Table 12. Raw Water (Well E9) Annual and Monthly Average and Maximum Flowrates for 2024^{12A}

Raw Water Flowrate – Well E9		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	N/A	N/A
February	N/A	N/A
March	N/A	N/A
April	N/A	N/A
May	N/A	N/A
June	N/A	N/A
July	N/A	N/A
August	N/A	N/A
September	N/A	N/A
October	N/A	N/A
November	N/A	N/A
December	N/A	N/A
2024	N/A	N/A

^{12A}There was no water taking for Well E9 during the reporting period, the well has been approved in the PTTW but has not been commissioned and is not currently online.

Table 13. Raw Water Monthly Average, Maximum Flow and Total Volume of any Combination of Wells (Well E7, Well E8 and Well E9) for 2024^{13A}

Raw Water Flow – Any Combination of Wells (Well E7, Well E8, Well E9)					
Timeframe	Average Flow (m ³ /day)	Percent of Allowable Volume ^{13A}	Maximum Flow (m ³ /day)	Percent of Allowable Volume ^{13A}	Total Volume (m ³)
January	881.94	21.36%	2358.93	57.14%	26851.53
February	924.82	22.40%	2456.55	59.51%	26819.67
March	1153.21	27.94%	2928.78	70.95%	35749.52
April	1142.76	27.68%	2855.09	69.16%	34282.89
May	1335.82	32.36%	2912.26	70.55%	41410.29
June	1203.00	29.14%	2907.44	70.43%	36089.93
July	1146.76	27.78%	2847.44	68.98%	35549.66
August	1099.44	26.63%	2043.78	49.51%	34082.49
September	1122.13	27.18%	1838.33	44.53%	33663.76
October	1040.07	25.20%	2003.25	48.53%	32242.23
November	1056.93	25.60%	2318.95	56.18%	31707.76
December	1323.37	32.06%	2047.62	49.60%	41024.49
2024	1119.19	27.11%	3003.22	72.75%	409474.22

Drinking Water System Regulation: O. Reg 170/03
Schedule 22 Summary Report: January 1, 2024 to December 31, 2024
Town of Erin: Erin Drinking Water System

^{13A}Based on an allowable volume of 4,128.00 m³/day as stipulated in PTTW 6432-CC5LK7 for the period of January 1, 2024 to December 31, 2024

A review of flow information for the reporting period indicates that the system operated within the maximum allowable daily taking of water listed in PTTW 6432-CC5LK7 for any combination of wells.

2024 SCHEDULE 22 SUMMARY REPORT

HILLSBURGH
DRINKING WATER
SYSTEM

FRANK SMEDLEY
BOOSTER STATION

For the period of
January 1st, 2024 to December 31st, 2024

Prepared for the Corporation of the Town of Erin by the Ontario Clean Water Agency



Drinking Water System Regulation: O. Reg 170/03
 Schedule 22 Summary Report: January 1, 2024 to December 31, 2024
 Town of Erin: Hillsburgh Drinking Water System

This report was prepared in accordance with the requirements of [O.Reg 170/03, Schedule 22, Summary Reports for Municipalities](#) for the following system and reporting period:

Drinking-Water System Number:	220007285
Drinking-Water System Name:	Hillsburgh Drinking Water System
Drinking-Water System Owner:	The Corporation of the Town of Erin
Drinking-Water System Category:	Large Municipal Residential
Period being reported:	January 1, 2024 – December 31, 2024

1. Issue(s) of Non-Compliance

A Ministry of Environment, Conservation and Parks (MECP) Drinking Water System Inspection was conducted on September 18, 2024 for the period covering November 10, 2023 to October 24, 2024. On October 24, 2024 the Inspection Report was issued and an Inspection Summary Rating Record (IRR) of 100% was received.

The following is a summary of non-compliances noted in the MECP Inspection Report, as well as the duration and the measures that were taken to correct the non-compliance. If any self-reported non-compliances were included in the inspection report, they will be noted in Table 1.

Table 1. Non-Compliances and Corrective Actions noted in the 2023/2024 MECP Inspection Report

Non-Compliance(s)	Duration	Required Actions & Corrective Actions
N/A	N/A	N/A

The following table (Table 2) is a summary of any incidents that the Operating Authority interpreted as a instances where any requirements of the Act, the regulations, the system's approval, drinking water works permit (DWWP), municipal drinking water licence (MDWL), and any orders applicable were not met. The Operating Authority reported the following incidents to the MECP and confirmation of whether the incidents are considered non-compliances are noted in the MECP Inspection Report and included in Table 1.

Table 2. Self-Reported Incidents and Corrective Actions for the Reporting Period

Incident	Duration	Corrective Actions
N/A	N/A	N/A

For information on any Adverse Water Quality Incident(s) that may have occurred during the reporting period, please refer to the Hillsburgh Drinking Water System Annual Report (Section 11).

2. Assessment of Flowrates and Quantity of Water Supplied

The following tables (Table 3 to 12) summarize the quantities and flowrates of water supplied during the reporting period, including monthly averages and maximum daily flows as well as a comparison to the rated capacity and flowrates approved in the system's approval, DWWP or MDWL.

As required by the MDWL, regulatory flow measuring devices are checked/verified and where necessary calibrated. These checks/verifications/calibrations are performed annually by a third party to ensure the flow measuring devices are within acceptable deviation limits.

2.1 Treated Water

Municipal Drinking Water License (MDWL):	102-102 (Issue Number: 4)
Allowable Rated Capacity Hillsburgh Heights Well:	1,011 m ³ /day
Allowable Rated Capacity Glendevon Well:	654 m ³ /day
Allowable Flowrate into Treatment System:	Not listed in MDWL

As per the MDWL, the maximum daily volume of treated water that flows from the treatment subsystem to the distribution system shall not exceed the listed rated capacity. However, the MDWL allows a system to be operated temporarily at a maximum daily volume and/or a maximum flowrate above the values set out in the MDWL for the purposes of fighting a large fire or for the maintenance of the drinking water system.

Table 3. Treated Water (Hillsburgh Heights Well) Annual and Monthly Average and Maximum Flows with Comparison to Rated Capacity and Total Volume for 2024

Treated Water Flow – Hillsburgh Heights Well					
Timeframe	Average Flow (m³/day)	Percent of Rated Capacity	Maximum Flow (m³/day)	Percent of Rated Capacity	Total Volume (m³)
January	56.69	5.15%	111.39	10.12%	1757.49
February	49.12	4.46%	62.72	5.70%	1424.52
March	66.79	6.07%	126.50	11.49%	2070.35
April	69.93	6.35%	88.28	8.02%	2097.85
May	71.97	6.54%	180.68	16.41%	2230.98
June	70.66	6.42%	120.87	10.98%	2119.82
July	71.51	6.49%	137.98	12.53%	2216.67
August	96.72	8.78%	460.76	41.85%	2998.24
September	62.23	5.65%	100.72	9.15%	1866.93
October	50.29	4.57%	83.63	7.60%	1558.99
November	98.02	8.90%	582.06	52.87%	2940.51
December	75.61	6.87%	100.59	9.14%	2344.05
2024	69.96	6.35%	582.06	52.87%	25626.40

Table 4. Treated Water (Glendevon Well) Annual and Monthly Average and Maximum Flows with Comparison to Rated Capacity and Total Volume for 2024

Treated Water Flow – Glendevon Well					
Timeframe	Average Flow (m ³ /day)	Percent of Rated Capacity	Maximum Flow (m ³ /day)	Percent of Rated Capacity	Total Volume (m ³)
January	264.42	40.43%	291.69	44.60%	8197.16
February	280.42	42.88%	311.72	47.66%	8132.13
March	296.11	45.28%	314.45	48.08%	9179.42
April	289.63	44.29%	325.34	49.75%	8689.03
May	284.01	43.43%	361.61	55.29%	8804.44
June	273.31	41.79%	305.22	46.67%	8199.39
July	292.66	44.75%	324.48	49.61%	9072.48
August	258.58	39.54%	372.68	56.98%	8015.86
September	249.54	38.16%	283.00	43.27%	7486.10
October	249.73	38.19%	266.12	40.69%	7741.74
November	248.55	38.00%	328.61	50.25%	7456.56
December	304.01	46.48%	399.09	61.02%	9424.21
2024	274.25	41.93%	399.09	61.02%	100398.53

A review of flow information for the reporting period indicates that the drinking water system operated within the rated capacity specified in the MDWL, for the maximum treated volume of treated water that flows from the treatment subsystem to the distribution system.

A summary of flowrates of water that flows into the treatment subsystem(s) can be found in Table 8 and Table 10. The applicable MDWL for the reporting period did not list a maximum allowable limit for the flowrate of water that flows into a treatment subsystem.

Table 5. Treated Water (Hillsburgh Heights Well) Annual and Monthly Average and Maximum Flowrates for 2024

Treated Water Flowrate – Hillsburgh Heights Well		
Timeframe	Average Flowrate (L/sec)	Maximum Flowrate (L/sec)
January	1.00	5.65
February	1.00	5.89
March	2.00	33.33
April	2.00	47.00
May	2.00	34.00
June	2.00	33.76
July	2.00	41.00
August	2.00	40.00
September	1.00	43.00

Drinking Water System Regulation: O. Reg 170/03
 Schedule 22 Summary Report: January 1, 2024 to December 31, 2024
 Town of Erin: Hillsburgh Drinking Water System

Treated Water Flowrate – Hillsburgh Heights Well		
Timeframe	Average Flowrate (L/sec)	Maximum Flowrate (L/sec)
October	1.00	10.00
November	2.00	11.00
December	2.00	32.00
2024	1.67	47.00

Table 6. Treated Water (Glendevon Well) Annual and Monthly Average and Maximum Flowrates for 2024

Treated Water Flowrate – Glendevon Well		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	186.00	289.59
February	196.00	312.72
March	207.00	355.92
April	202.00	814.00
May	202.00	579.00
June	191.00	877.00
July	204.00	664.00
August	188.00	736.00
September	173.00	544.00
October	175.00	373.00
November	189.00	742.00
December	212.00	767.00
2024	193.75	877.00

2.2 Raw Water

Permit to Take Water Number (PTTW):	0035-CH4ET4
Allowable Maximum Raw Water Volume – Well H2:	982.00 m ³ /day
Allowable Maximum Raw Water Flowrate - Well H2:	682 L/min

Permit to Take Water Number (PTTW):	5028-CN2Q9Z
Allowable Maximum Raw Water Volume – Well H3:	655.00 m ³ /day
Allowable Maximum Raw Water Flowrate - Well H3:	454 L/min
Allowable Maximum Raw Water Volume – Well H4:	655.00 m ³ /day
Allowable Maximum Raw Water Flowrate - Well H4:	454 L/min

As per the PTTW, water shall only be taken from the specified source(s) and at the rates and amounts taken as specified in the permit.

Table 7. Raw Water (Well H2) Monthly Average, Maximum Flow and Total Volume for 2024

Raw Water Flow – Well H2					
Timeframe	Average Flow (m ³ /day)	Percent of Allowable Volume	Maximum Flow (m ³ /day)	Percent of Allowable Volume	Total Volume (m ³)
January	51.54	5.25%	269.75	27.47%	1597.85
February	52.19	5.31%	230.98	23.52%	1513.47
March	71.44	7.28%	246.07	25.06%	2214.71
April	68.76	7.00%	234.70	23.90%	2062.69
May	69.47	7.07%	252.89	25.75%	2153.47
June	66.78	6.80%	222.65	22.67%	2003.50
July	73.39	7.47%	232.86	23.71%	2275.20
August	82.41	8.39%	328.92	33.49%	2554.69
September	58.42	5.95%	224.09	22.82%	1752.67
October	53.46	5.44%	234.89	23.92%	1657.27
November	75.81	7.72%	507.98	51.73%	2274.28
December	66.75	6.80%	214.44	21.84%	2069.12
2024	65.87	6.71%	507.98	51.73%	24128.92

A review of flow information for the reporting period indicates that the system operated within the maximum allowable daily raw water volume listed in PTTW 0035-CH4ET4 for Well H2.

Table 8. Raw Water (Well H2) Annual and Monthly Average and Maximum Flowrates for 2024

Raw Water Flowrate – Well H2		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	443.00	632.00
February	425.00	637.00
March	438.00	628.00
April	442.00	609.00
May	388.00	593.00
June	335.00	570.00
July	315.00	569.00
August	282.00	587.00
September	341.00	580.00
October	426.00	577.00
November	356.00	469.00
December	393.00	558.00
2024	382.00	637.00

A review of flow information for the reporting period indicates that the system operated within the maximum allowable raw water flowrate listed in PTTW 0035-CH4ET4 for Well H2.

Table 9. Raw Water (Well H3) Monthly Average, Maximum Flow and Total Volume for 2024

Raw Water Flow – Well H3					
Timeframe	Average Flow (m ³ /day)	Percent of Allowable Volume	Maximum Flow (m ³ /day)	Percent of Allowable Volume	Total Volume (m ³)
January	262.53	40.08%	289.24	44.16%	8138.41
February	277.87	42.42%	296.43	45.26%	8058.09
March	292.32	44.63%	309.18	47.20%	9062.07
April	287.18	43.84%	320.68	48.96%	8615.48
May	285.24	43.55%	409.15	62.47%	8842.39
June	269.18	41.10%	305.42	46.63%	8075.26
July	286.77	43.78%	345.59	52.76%	8889.73
August	254.42	38.84%	427.35	65.24%	7887.09
September	247.61	37.80%	326.00	49.77%	7428.33
October	244.51	37.33%	266.02	40.61%	7579.67
November	242.69	37.05%	350.78	53.55%	7280.63
December	298.89	45.63%	369.37	56.39%	9265.74
2024	270.77	41.34%	427.35	65.24%	99122.89

A review of flow information for the reporting period indicates that the system operated within the maximum allowable daily raw water volume listed in PTTW 5028-CN2Q9Z for Well H3.

Table 10. Raw Water (Well H3) Annual and Monthly Average and Maximum Flowrates for 2024

Raw Water Flowrate – Well H3		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	379.00	415.50
February	374.00	417.70
March	381.00	418.30
April	380.00	418.70
May	373.00	416.80
June	369.00	406.50
July	368.00	408.00
August	354.00	396.80
September	366.00	400.50
October	363.00	397.00
November	346.00	394.30

Raw Water Flowrate – Well H3		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
December	352.00	386.90
2024	367.08	418.70

A review of flow information for the reporting period indicates that the system operated within the maximum allowable raw water flowrate listed in PTTW 5028-CN2Q9Z for Well H3.

Table 11. Raw Water (Well H4) Monthly Average, Maximum Flow and Total Volume for 2024^{11A}

Raw Water Flow – Well H4					
Timeframe	Average Flow (m³/day)	Percent of Allowable Volume	Maximum Flow (m³/day)	Percent of Allowable Volume	Total Volume (m³)
January	N/A	N/A	N/A	N/A	N/A
February	N/A	N/A	N/A	N/A	N/A
March	N/A	N/A	N/A	N/A	N/A
April	N/A	N/A	N/A	N/A	N/A
May	N/A	N/A	N/A	N/A	N/A
June	N/A	N/A	N/A	N/A	N/A
July	N/A	N/A	N/A	N/A	N/A
August	N/A	N/A	N/A	N/A	N/A
September	N/A	N/A	N/A	N/A	N/A
October	N/A	N/A	N/A	N/A	N/A
November	N/A	N/A	N/A	N/A	N/A
December	N/A	N/A	N/A	N/A	N/A
2024	N/A	N/A	N/A	N/A	N/A

^{11A} Well H4 was abandoned by the Town of Erin and Ainley Engineering when it was discovered that it was not viable and interfered with other Wells. The Owner is actively seeking an alternative to H4.

Table 12. Raw Water (Well H4) Annual and Monthly Average and Maximum Flowrates for 2024^{12A}

Raw Water Flowrate – Well H4		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
January	N/A	N/A
February	N/A	N/A
March	N/A	N/A
April	N/A	N/A
May	N/A	N/A

Drinking Water System Regulation: O. Reg 170/03
 Schedule 22 Summary Report: January 1, 2024 to December 31, 2024
 Town of Erin: Hillsburgh Drinking Water System

Raw Water Flowrate – Well H4		
Timeframe	Average Flowrate (L/min)	Maximum Flowrate (L/min)
June	N/A	N/A
July	N/A	N/A
August	N/A	N/A
September	N/A	N/A
October	N/A	N/A
November	N/A	N/A
December	N/A	N/A
2024	N/A	N/A

^{12A} Well H4 was abandoned by the Town of Erin and Ainley Engineering when it was discovered that it was not viable and interfered with other Wells. The Owner is actively seeking an alternative to H4.



Town of Erin Corporate Report

Department: Infrastructure Services	Report Number: W2025-05
Business Unit: Water	Meeting Date: 3/27/2025
Presented/ Prepared By: Kyle Davis, Risk Management Official	

Subject

Town of Erin 2024 Risk Management Official and Municipal Annual Reports for Source Water Protection

Recommendation

That report number W2025-05 “Town of Erin 2024 Risk Management Official and Municipal Annual Reports for Source Water Protection” be received for information.

Highlights

This report outlines the activities completed in 2024 within the Town of Erin to implement the source protection program as required by the Clean Water Act and applicable Source Protection Plans. Within the Town, 46 development reviews, 44 inspections, 15 septic inspections and one risk management plan were completed. 99% of identified threat activities have been either removed or confirmed and mitigated. Groundwater modelling for new Well E9 was completed in 2024 and early engagement, pre-consultation and public consultation processes proceeded. Overall, the Town met its regulatory obligations and requirements as outlined in the Clean Water Act and applicable Source Protection Plans.

Background

The Town of Erin is subject to two Source Protection Plans pursuant to the *Clean Water Act, 2006*: the Credit Valley, Toronto and Region and Central Lake Ontario (CTC) Plan and the Grand River Plan. Under Section 81 of the Clean Water Act and Section 65 of O. Reg. 287/07, an annual report must be prepared by a Risk Management Official and submitted to the appropriate Source Protection Authority (Conservation Authority) by February 1st of each year. Under Section 45 of the *Clean Water Act*, a public body, including a municipality, must comply with monitoring and reporting policies designated by a Source Protection Plan.

The Town of Erin 2024 Risk Management Official and Municipal Annual Reports were prepared and submitted to the appropriate authorities by February 1, 2025.

Discussion

The Wellington County municipalities continue to implement source protection under the Wellington Source Water Protection partnership, www.wellingtonwater.ca. In 2024, progress continued in the implementation of source protection in the municipality. A summary of key aspects of the Risk Management Official Report and Municipal Report are provided below.

Development Review

In 2024, there were 46 development reviews including 7 notices issued per Section 59 of the Clean Water Act within the municipality. There were 495 development applications (notices and comments) reviewed County wide in 2024. This included 85 Section 59 notices issued and staff comments on 410 additional development applications, County wide. This represents a County wide increase in both the total number of development applications reviewed in the previous year (483) and an increase compared to the five-year average of 410 development applications.

For the municipality, 2024 represents an average year in terms of the number of development notices issued and in comments compared to the previous five-year average of 46 development applications. In 2024, there were five planning applications that required drinking water threat disclosure reports and / or management plans and three were received and reviewed. In addition to the notices and comments provided, other applications were screened out by building or planning staff following Risk Management Official Written Direction provided by Wellington Source Water Protection.

Risk Management Plans and Inspections

Analysis continued on the threat verification data collected in previous years on residential, agricultural, industrial, commercial and institutional activities identified as potential significant drinking water threats in the approved Assessment Report. Staff complete a variety of tasks to remove or confirm and then mitigate activities identified as potential significant drinking water threats in the approved Assessment Reports. These threat activities are existing and the analysis can involve desk top interpretation of air photos or GIS data, phone calls, review of municipal records, windshield surveys, site inspections by Risk Management staff and if confirmed, then mitigation through septic inspection, prohibition and / or negotiation of risk management plans. The percentage of threat activities that still require action to either remove or confirm / mitigate the threat activities is 1%. The remaining threat activities in the municipality are agricultural properties that will require Risk Management Plans, primarily located within the wellhead protection areas for the Town of Halton Hills.

To support this threat analysis and to determine compliance, 44 inspections were conducted in the Town in 2024. 37 inspections were conducted for compliance purposes (prohibition) with no contraventions found. There were 7 inspections conducted for threat verification or risk management plan purposes in the Town with no contraventions found. County wide, 309 inspections were conducted in the reporting year with 94% of

inspections (292) being prohibition compliance inspections, 1% (3) being RMP compliance inspections and 5% (14) of inspections conducted for threat activity verification or risk management plan negotiation purposes. Overall, the inspections were generally related to manure application and storage prohibitions, to verify compliance for winter maintenance activities or related to chemical / fuel handling and storage.

One Risk Management Plan was agreed to and three were amended in 2024. There are three risk management plans in the process of negotiation for the municipality. Cumulatively, there are 6 Risk Management Plans (RMPs) complete in the Town and 94 Risk Management Plans complete County wide. County wide, the number of Risk Management Plans in progress is 23. There is a Provincial extension to the Risk Management Plan negotiation timeline until the end of 2025. The property owners / persons engaged in the activities for the remaining three risk management plans will be receiving notices and, if needed, orders to establish the risk management plans prior to the deadline of December 31, 2025.

Education and Outreach

The following is a summary of the Education and Outreach results, County wide, for 2024. In total, 56 education and outreach daily events were completed this reporting year. 16 of the events were internal training sessions for municipal staff on general source protection topics and more detailed training on how it relates to municipal planning, building, sewage, spills, roads and risk management operations. There were over 100 attendees cumulatively at the training. Six of the events were external training sessions including training other Risk Management Officials / Inspectors in the Province and industry groups such as property managers. 11 events supported a variety of community events including Erin septic social, Environmental Assessment and municipal open houses, Aberfoyle Fall Fair and large community events such as Party in the Park, Mount Forest Fireworks Festival, Centre Wellington Home Show and Puslinch Showcase. Staff also presented at four professional conferences in this reporting year.

The Town of Erin septic social was a success and was completed in collaboration with Town Building and Communications staff, the local health unit, the Credit Valley Conservation Authority and a local resident that is a provincial expert in septic systems. It was well attended and there are plans to make it an annual event and to run other similar events in other parts of the County.

There were thirteen school events including classroom visits, participation in Palmerston Agricultural Awareness Day and Grand River Agricultural Society's Pizza Perfect. School programming included elementary, Grade 8 and college students. Wellington Source Water Protection / County of Wellington is a sponsor for the Waterloo-Wellington Children's Groundwater Festival. For the second year in a row, the Festival was held in Wellington County, this year at Guelph / Eramosa's Marden Park and 74 staff from our municipalities participated to ensure the Festival was a success. The

Festival ran for 5 days plus a sixth day as a virtual Festival. Links to the virtual Festival content are available here <https://www.youtube.com/@watereducation4640>. The Children's Groundwater Festival is an excellent way to reach Grade 2 to 5 and high school children (and their parents) and deliver water protection messages including source protection. Registration for both virtual and in-person Festival was over 6,000 students and teachers with many County schools participating. Staff continue to participate on the organizing committee and various sub-committees including serving as co-chairs.

In addition to events, development reviews and inspections continued and included educational material being provided directly to the proponents generally regarding the threats present, the process (development review, RMP negotiations, prohibition etc.), property specific mapping, and general Source Water information. Where necessary, stickers and metal tags were provided to proponents listing the Spills Action Centre number and that their location is located within a vulnerable area for municipal wells. Updates were made to the Wellington Source Water Protection website www.wellingtonwater.ca, and staff continue to update and maintain ten fact sheets on specific topics and other print media (i.e. post cards to direct applicants to mapping). Throughout the year, social media posts on a variety of topics were either posted or re-shared by our municipalities' corporate channels. Often the content of these posts was from the Conservation Ontario social media calendar or in partnership with the local Conservation Authorities. Four newspaper ads were also run during the year.

Policy Updates

In 2024, four Source Protection Plans in the County were undergoing amendment: the Grand, Halton-Hamilton, Saugeen and Credit. Staff reviewed, provided comments and in some cases assisted Conservation Authority staff in authoring portions of the various amendments. Specifically, staff were heavily involved in authoring policy amendments for the Grand River Source Protection Plan. This is a provincial requirement under Section 36 of the Clean Water Act and involved review of all Grand River Source Protection Plan policies applicable within the County and, where necessary, amendments. The work is required to bring the Wellington County Chapter of the Grand River Source Protection Plan in compliance with updated Provincial requirements that came into effect in 2021. The CTC Source Protection Plan is also undergoing policy amendments to be in compliance with the same Provincial requirements. For the CTC (Credit), Conservation Authority staff are the leads with municipal staff providing input and being consulted on the policy amendments. Policy updates continued for the Guelph – Guelph / Eramosa Tier 3 water quantity policies which extend into the Town. These policies have been in progress for a number of years and are awaiting provincial comments related to Aggregate Resources Act policies. Other work included finalizing for pre-consultation policies related to other provincial instruments, planning, monitoring, education, risk management plans and other topics.

Technical Updates

In 2024, there are a number of water supply and / or water supply master plan projects related to water systems within or adjacent to the County. Support was provided to new well investigations in Harriston, Palmerston, Moorefield, Erin and Centre Wellington to incorporate source protection factors into site selection criteria. Staff project managed, along with Town staff, the groundwater modelling for Erin Well E9 in 2024 resulting in draft wellhead protection areas being completed. Early engagement, pre and public consultation also occurred for the new wellhead protection areas for well E9 in 2024 with public consultation ending January 2025. Other technical work included an assessment of multi-aquifer penetrating wells and potential transport pathways within the County. This work was completed by consulting hydrogeologists and the next steps will be implemented in 2025. Work was also completed to assess Eramosa River flows in the vicinity of reported groundwater loss from the river to the bedrock. This work is still being reviewed and will be provided to the City of Guelph and Grand River Conservation Authority to assist in updating groundwater models and delineating wellhead protection areas.

Sewage Projects

Staff continued to provide support for the implementation of the municipal Consolidated Linear Environmental Compliance Approval for both wastewater and stormwater for all Wellington County municipalities. There are annual assessments required for these approvals that assess source water protection implications and requirements for wastewater and / or stormwater projects within wellhead protection areas. These assessments are required every 12 months and Source Protection staff completed 13 assessments in 2024 as required, 2 of which were in the Town.

The septic inspection program occurs on a five-year cycle. If a septic system is present within well head protection area with a vulnerability score of 10 or within an issues contributing area for nitrates, a septic inspection is required every 5 years. The most recent round of septic inspections was completed in the Town in 2023 and 2024. At the end of 2024, the septic inspection program was 100% complete over those two years with 15 properties inspected in 2024. The majority of the inspections were completed in 2023.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

The capital budget has provided for support through water Development Charges and Reserves. Operating Budget for Source water protection was increased to \$40,000 in 2025 with support from Town of Erin staff.

Conclusion

Implementation of the source protection program continued in 2024. The Town met its regulatory obligations and requirements as outlined in the Clean Water Act and applicable Source Protection Plans.

Attachments

None.

Brian Kavanagh

Director of Infrastructure and Town
Engineer

Rob Adams

Chief Administrative Officer

TOWN OF
ERIN Town of Erin
Corporate Report

Department: Infrastructure Services	Report Number: W2025-06
Business Unit: Water	Meeting Date: 3/27/2025
Presented/ Prepared By: Kyle Davis, Risk Management Official	

Subject

Appointments of Risk Management Inspectors / Alternate Risk Management Official

Recommendation

That report number W2025-06 “Appointments for Risk Management Inspectors / Alternate Risk Management Official” be received for information;

And that By-law 25-29 as listed on the March 27, 2025, agenda be approved.

Highlights

A reorganization review of the Wellington Source Water Protection unit was conducted in 2024 and concluded that to support the next phase of implementation, the two Source Protection Coordinator positions should be reclassified to Risk Management Inspectors. As implementation of the program matures, there will be an increase in the requirement for inspections and other regulatory compliance activities across the County and allow greater operational flexibility in terms of back-up for the Risk Management Official during vacations and periods of absence as Risk Management Inspectors can serve as alternate Risk Management Officials.

Background

The Town of Erin is subject to two Source Protection Plans pursuant to the *Clean Water Act, 2006*: the Credit Valley, Toronto and Region and Central Lake Ontario (CTC) Plan and the Grand River Plan. Source Protection Plans are established under the Clean Water Act for the purposes of protecting current and future sources of drinking water. The implementation of the Clean Water Act and Source Protection Plans is conducted by Wellington Source Water Protection, a shared service unit based in the Township of Centre Wellington and funded by the County of Wellington and the local County municipalities.

Discussion

Wellington Source Water Protection has four full-time, permanent staff: a manager (Risk Management Official), one Risk Management Inspector and two Source Protection Coordinators. A reorganization review of the Wellington Source Water Protection unit was conducted in 2024 and concluded that to support the next phase of implementation,

the two Source Protection Coordinator positions should be reclassified to Risk Management Inspectors. As implementation of the program matures, there will be an increase in the requirement for inspections and other regulatory compliance activities across the County. It was also determined that an increase in the number of Risk Management Inspectors would allow greater operational flexibility in terms of back-up for the Risk Management Official during vacations and periods of absence as Risk Management Inspectors can serve as alternate Risk Management Officials. Since the Risk Management Official is a regulatory role, there is a need for continuous coverage throughout the year. Emily Vandermeulen would continue in her appointment as Risk Management Inspector / alternate Risk Management Official for the Town.

Danielle Fisher and Kim Funk are currently serving as Source Protection Coordinators and it is recommended that they be appointed as Risk Management Inspectors. Both Ms. Fisher and Ms. Funk have completed the required Provincial training and have the necessary experience and credentials to serve as Risk Management Inspectors and alternate Risk Management Officials. To facilitate this reclassification, the County 2025 Budget included the required funding to cover the increase in pay and benefits and there is no impact to the Town budget. Reports and / or by-laws are being taken to each of the local municipalities to complete the appointments and a by-law is in the agenda package for Council's consideration.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

There are no financial impacts to the Town budget.

Conclusion

To ensure continuous coverage of the Risk Management Official and Inspector roles in the Town, it is recommended that Council appoint Danielle Fisher and Kim Funk as Risk Management Inspectors and Alternate Risk Management Officials for the Town of Erin.

Attachments

None.

Brian Kavanagh

Director of Infrastructure and Town
Engineer

Rob Adams

Chief Administrative Officer

Activity List 2025

	Description of Request	Responsibility	Date Directed	Suggested Completion	Status
1	Recommendation report to Council required regarding the disposition of two residential lots as outlined within report PD2022-15.	Planning & Development	27-Apr-23	TBD	The Town has retained planning and engineering consultants to complete technical reports to support a severance application to create two lots and apply for an OPA and ZBA.
2	Commitment to the creation of Green Community Standards.	Planning & Development	27-Jun-24	TBD	Staff are: <ul style="list-style-type: none"> • Aligning efforts with Wellington Couy and the Tri-County Green Standards; • Collaborating with the development community; • Developing a Green Charter.



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 25 – 28

Being a By-law to enact rules and regulations and to establish water service rates and service fees for the water systems servicing the Town of Erin, and to repeal By-law 24-56.

Whereas, The Corporation of the Town of Erin (the “Town of Erin”) operates water production, treatment, storage and distribution systems;

And Whereas, pursuant to Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, (the “Act”), as amended, the Town of Erin has the responsibility for public utilities, including water distribution, production, treatment and storage within the Town of Erin and the collection, production and treatment of such water and the financing thereof by a municipal corporation or local board thereof and all the financing thereof by a municipal corporation or local board thereof and all provisions of any special act relating to such collection and treatment of such water apply;

And Whereas, Section 11(9) of the Act provides that a by-law may be passed with respect to services or things provided by any person to the extent necessary;

And Whereas Part III of the Act (Specific Municipal Powers) under the heading “Public Utilities” contains specific powers and provisions with respect to such systems;

And Whereas Part XIV of the Act (Enforcement) provides that the Town of Erin may pass by-laws providing that any person who contravenes a By-law passed under the Act is guilty of an offence, and contains other enforcement provisions;

And Whereas the Town of Erin is permitted to impose water fees and charges under Part XII of the Act; and Section 398 of the Act provides that the Treasurer may add charges so imposed to the tax roll for the property to which the said Public utilities were supplied and collect them in the same manner as taxes; and further O.Reg 440/02 provides that charges so added to the tax roll for the supply of water have priority lien status as provided for in Section 1 of the Act.

Now Therefore, the Council of The Corporation of the Town of Erin hereby enacts as follows:

1. Application

That the rules and regulations set out in this By-law shall govern and regulate the financing of any system of the municipal water works owned by the Town of Erin and shall be considered to form a part of the contract between the Town of Erin and the owner, or occupant, of a property in which municipal water is supplied by the Town of Erin.

2. Definitions

That in this By-law, the following terms are defined as:

“Municipal Water User” means the owner or occupant of a property receiving municipal water service by way of written agreement/authorization of the Town of Erin Water Department

“Town of Erin Water Department” is a department of the Corporation of the Town of Erin as established in accordance with the Municipal Act as a public utility providing municipal water to the Town of Erin.

“Customer” means the owner, tenant or occupant of premises to which water is supplied by the Town of Erin.

“Premises” means any house building, lot or part of lot or both, where water service is supplied.

“Public Utility” means a water system service

“Town of Erin” means The Corporation of the Town of Erin.

“User” means as the context requires, the applicant for water supply, the owner or occupant of or the person to whom invoices are sent for water supplied to a premises.

“Water” means potable water that is fit for human consumption.

“Water Meter” means the water meter and backflow preventer valve as approved by the Town of Erin and purchased by the property owner through the Town of Erin and installed by a licensed plumber.

“Water Service Connection” means that part of the water service pipe from the municipal water main to the street line including the shut off valve at the street line, which supplies water to any premises in the Town of Erin.

3. Connection Fees

- 3.1 An Infrastructure Tap In (ITI) fee will be applied to all new water service installations that will be servicing an existing building. See Schedule “B” of this By-law.
- 3.2 Where the water component of the development charges have been imposed the ITI fee does not apply.

4. Billing

- 4.1 The Town of Erin Water Department administers all matters relating to billing and collection of water accounts in accordance with Schedules “A” and “B”.
- 4.2 Before the initial supply of water or any subsequent reconnection to the water service for any premises in the Town of Erin, the owner shall make application for same and the owner shall be governed by the requirements of this By-law.
- 4.3 The water consumed on all premises in the Town of Erin shall be charged for as indicated by the rates shown in Schedule “A” to the By-law. In this By-law and Schedule “A” the word “charge” and the word “rate”, both in the singular and the plural, have the same meaning.
- 4.4 Water meters shall be read or stipulated rates charges and accounts rendered quarterly, or on any other basis at the discretion of the Town of Erin Water Department. The Town of Erin may serve bills upon the customer, by email or mail, either at the address supplied by the customer, or bills shall be deemed to be served upon the said customer, if they are emailed or mailed to premises supplied with water.
- 4.5 All accounts shall be due and payable on or before the due date as printed on the billing invoice. That upon default of payment interest will be calculated at 1.25% per month on outstanding balances and added to the account on the first day of each calendar month in which default continues.

- 4.6 Additional charges in accordance with Schedule "B" shall be added to the Quarterly Water Bill.
- 4.7 The minimum monthly base charge for providing and maintaining water supply to any premises is payable per unit, in accordance with Schedule "A". in instances when the occupant of any premises terminates their account with the Town of Erin, subsequent minimum monthly base charge shall be rendered to the owner of the premises until such time as a new occupant applies to the Town of Erin for the supply of water.
- 4.8 The Town of Erin is authorized to accept Pre-Authorized Payments (PAP) for provision of municipal water on behalf of the Town of Erin Water Department.
- 4.9 Information concerning the Pre-Authorization Payments will be made available to all water system users within the Town of Erin through the billing process.
- 4.10 The pre-authorization payments will consist of;
- a) Ten (10) equal monthly payments will be adjusted annually to the amounts required by the annual water bill. The monthly payments will be due on the 16th of each month from January to October or the next business day if the 16th falls on a weekend or a statutory holiday. The adjustment will be made on the 16th of November or the next business day if the 16th falls on a weekend or a statutory holiday; or,
 - b) Quarterly pre-authorized payments of actual per bill amounts will be due on the quarterly due date of the actual water bill issued.
- 4.11 Cost of Non-Sufficient Funds, (NSF) or PAP declining shall be added to the owner water account in accordance with Schedule "B".
- 4.12 Where PAP has been declined by two (2) consecutive periods the customer will be removed from the PAP plan and will then receive printed invoices payable according to the billing cycle.
- 4.13 All costs incurred for service from the lot line to the residence will be the sole responsibility of the property owner, including cost incurred by tenants.
- 4.14 If, for any cause, a water meter fails to register, or the water meter is found to be not working properly, the water usage shall be deemed "unmetered" and the water user shall be billed at two and a half times the average annual water consumption for the same period as determined by the Town of Erin Water Department. An adjustment shall be made to the account upon the next actual meter read. The unmetered charges will be indicated on the water bill as "manual estimate". Upon receipt of the estimated water bill the owner must contact the water department with an actual read and to arrange an appointment with the Town of Erin Water Department to have the water meter inspected.
- 4.15 When a municipal water user disputes the meter reading of water consumption indicated on the water bill, a meter reading verification test can be performed by the Town of Erin Water Department for an amount identified in Schedule "B".
- 4.16 When the owner requests a temporary removal of the water meter from their premises, for any reason, the water meter removal and reinstallation shall be done entirely at the expense of the Property Owner by a licensed plumber.

- 4.17 The Town of Erin, in its sole discretion, may recover the cost of providing water during the construction phase of a building, from connection until occupancy, in accordance to the flat rate set out in Schedule "A" of this By-law.

5. Collection

- 5.1 When an account is not paid by the due date on the water bill, a late payment charge shown in Schedule "A" of this By-law will be added to the account and an overdue notice shall be sent by mail reminding the customer of the outstanding amount.
- 5.2 If the account has not been paid within ninety (90) days after the due date, the municipality may shut off the supply of the public utility by the municipality to land, provided that the municipality shall provide forty-eight (48) hours notice to the owners and occupants of the land by personal service or prepaid mail or by posting the notice on the land in a conspicuous place, and if the notice is given by prepaid mail the forty-eight hour period shall commence on the third day after the date of the mailing.
- 5.3
- a) If a customer omits, neglects or refuses to pay any bill rendered, whether for water service pipes, water service charges or any other monies to which the Town of Erin may be entitled in respect of the water services to such premises under this By-law, the Town of Erin may, at its discretion, shut off the flow of water to the premises and in addition to the amount owing and unpaid, a disconnection charge as shown in Schedule "B" of this By-law, will be levied against the delinquent account.
 - b) The Treasurer may add charges imposed under this By-law for the supply of a public utility to the tax roll for the property to which the public utility was supplied and collect them in the same manner as municipal taxes.
 - c) Pursuant to subsection 398 (2) of the Act every property to which Public Utility Services have been supplied, regardless of the party of whom they were supplied, may have the charges therefore added to the tax roll for the property and they may be collected in the same manner as municipal taxes.
 - d) With respect to Landlord and Tenant situations where the tenancy commences on, before or after the effective date of this By-law, the Landlord shall provide the Tenant with water services, and those services will be supplied to the Landlord/Property Owner who shall be the account holder and be responsible for the payment of the same as a debt to the municipality.
- 5.4 Where it has been necessary to discontinue service as a result of non-payment, a reconnection charge as shown in Schedule "B" of this By-law will be levied against the delinquent account.

6. Validity and Severability

- 6.1 It is hereby declared that notwithstanding any of the sections or provisions of this By-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of the Council to enact, such sections or parts thereof shall be deemed to be severable and shall not affect the validity of enforceability of any other provision of this By-law shall be deemed to be separate and independent therefrom and enacted as such.

7. Repeal of By-law

7.1 The By-Law 24-56, including Schedule “A” and Schedule “B”, and all sections relating to the billing, collecting, fees, rates and charges of the water systems of the Town of Erin are hereby repealed and replaced by this By-law on such date that this By-law comes into force.

7.2 This By-law comes into force and effect on April 1, 2025.

Passed in open Council on March 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

**Town of Erin
Schedule "A"
By-Law # 25 – 28
Water Billing**

WATER CONSUMPTION RATES 2025		
Description	Jan-Mar 2025	Apr-Dec 2025
Constant Rates (commencing Jan 1, 2025) Per cubic meter (m3)	\$4.17	\$4.17

MONTHLY BASE CHARGES		
Service Unit Description	Jan-Mar 2025	Apr-Dec 2025
<2" Service	\$18.38	\$18.38
2" Service	\$36.74	\$36.74
3" or 4" Service	\$66.21	\$66.21
Multi-residential Services*	\$ 18.38 per dwelling unit	\$ 18.38 per dwelling unit
All Other Residential Services	\$18.38	\$18.38

*The base charge for all multi-resident premises shall be charged as per the number of units on the premises.

FLAT RATE CHARGE		
	Jan-Mar 2025	Apr-Dec 2025
Flat Rate* (annual charge)	\$509.00	\$509.00

*For those water customers that do not have water meters (where installation of meters is deemed by the Town of Erin to be impractical).

PENALTY	
Late Payment Charge (all water customers)	1.25 % per month

**Town of Erin
Schedule "B"
By-Law # 25 – 28
Services & Fees**

Water Operator Services	Fee
Service Charges During Regular Work Hours (7:00 am – 4:30 pm Mon-Thurs, 7:00 am – 11:00 am Fri) <ul style="list-style-type: none"> - Operate/Disconnect/Reconnect water services - Water valve Inspection - Water Meter Inspection /Verification 	\$ 85.00/hour <i>1 hour minimum</i>
Service Charges Outside Regular Work Hours including weekends and statutory holidays (regular work hours are 7:00 am – 4:30 pm Mon-Thurs, 7:00 am – 11:00 am Fri) <ul style="list-style-type: none"> - Operate/Disconnect/Reconnect water services - Water valve Inspection - Water Meter Inspection /Verification 	\$ 170.00/hour <i>1 hour minimum</i>

Administration Charges	Fee
Non-Sufficient Funds (NSF) charge	\$35.00
Water Arrears Certificate	\$40.00
Water Arrears transfer to Tax Roll	\$100.00
Change of Occupancy - Includes Water Meter Inspection and Initial Meter Reading	\$84.00

New Water Service Installation Charges	Fee
Infrastructure Tap In (ITI) Fee (Where the water component of development charges has been imposed, the ITI fee does not apply)	\$3,122.00
Installation of ¾" water service to the property line (the cost is based on the applicable time; equipment uses and material for the installation including restoration from the water main to the property line)	\$6,350.00 <i>plus applicable tax</i> May be subject to additional fees in special circumstances
Installation of 1" water service to the property line (the cost is based on the applicable time; equipment uses and material for the installation including restoration from the water main to the property line)	\$6,500.00 <i>plus applicable tax</i> May be subject to additional fees in special circumstances
Installation of Water services over 1" TBA at the discretion of the Water Superintendent (the cost shall be based on the applicable time; equipment uses and material for the installation including restoration from the water main to the property line)	Time & Material
Water Meters and other charges related to the installation of new water services	Current Market Value + 10%

Fines	Fee
Replacement Charges for Damaged Equipment	Time & Material
Meter Tampering Charge (This fee is applicable when a customer has tampered with the meter in any way, whether or not it actually affects the meter reading. It is assessed based on field investigation by a Town of Erin Water Operator)	\$650.00
Illegal access to municipal water	\$650.00



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 25 – 29

**Being a By-law to Appoint Risk Management Inspectors and
Alternate Risk Management Officials.**

Whereas, Section 9 of the *Municipal Act, S.O., 2001*, provides that a Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And Whereas, Part IV, Section 47 (6) of the *Clean Water Act, 2006*, states that the Council of a Municipality that is responsible for the enforcement of this Part shall appoint Risk Management Officials and such Risk Management Inspectors as are necessary for that purpose;

Now Therefore, the Council of The Corporation of the Town of Erin hereby enacts as follows:

1. That Kim Funk is hereby appointed as Risk Management Inspector and Alternate Risk Management Official.
2. That Danielle Fisher is hereby appointed as Risk Management Inspector and Alternate Risk Management Official.
3. And that this By-law shall come into force and take effect upon the day of its passing.

Passed in open Council on March 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 25 – 30

A By-law to confirm the proceedings of Council at its Regular Meeting held March 27, 2025.

Whereas, it is deemed expedient that the proceedings of the Council of The Corporation of the Town of Erin (hereinafter referred to as “Council”) at its meeting held on **March 27, 2025** be confirmed and adopted by by-law;

Now Therefore, the Council of The Corporation of the Town of Erin hereby enacts as follows:

- 1. That the proceedings and actions of the Council at its Regular Meeting held on **March 27, 2025**, in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
- 2. That the Mayor and the proper officers of The Corporation of the Town of Erin are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Town Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of The Corporation of the Town of Erin to all such documents.

Passed in open Council on March 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic