



2023 Summary Report

for the

Town of Minto

PALMERSTON DRINKING WATER SYSTEM

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1.0 INTRODUCTION

1.1 Background

In December 2002, the Safe Drinking Water Act (SDWA) was enacted. Subsequently, on June 1, 2003, under the SDWA, a new *'Drinking-Water Systems Regulation'*, Ontario Regulation 170/03 (O. Reg. 170/03), was enacted. In addition, several supporting regulations and procedures were also enacted to assist with the administration of O. Reg. 170/03. The list of relevant drinking-water legislation is presented in Appendix A.

The SDWA identifies the responsibilities of owners and operating authorities of municipal drinking water systems (SDWA, Sections 11 and 19). Their duties include ensuring that:

- All water provided by the drinking-water system meets prescribed drinking-water quality standards;
- The drinking-water system is operated in accordance with the Act and regulations and is kept in a good state of repair;
- All facilities are appropriately staffed and supervised;
- All sampling, testing and monitoring requirements are complied with;
- All reporting requirements are complied with; and
- Only persons holding valid operator's certificates operate the drinking-water-system.

O. Reg. 170/03 establishes the standard for protection of drinking water. It includes sets of schedules, specific to municipal residential systems that define requirements for:

- Minimum treatment levels;
- Operational checks;
- Chemical and microbiological sampling and testing;
- Adverse results reporting;
- Corrective procedures; and
- Report documentation and retention.

The system's Municipal Drinking Water Licence (MDWL), Drinking Water Works Permit (DWWP) and Permit To Take Water (PTTW) imposes system specific rules and conditions applicable to the standards set out in O. Reg. 170/03.

1.2 Objective

This Summary Report for the Palmerston Drinking Water System is being prepared in fulfillment of Schedule 22 of O. Reg. 170/03 and will be given to members of the Municipal Council. This report covers the period from January 1, 2023 to December 31, 2023.

This Summary Report lists any requirements of the Act, the regulations, the PTTW, the MDWL, the DWWP and any order that the system failed to meet, during the period of this report. For any such failure, the measures that were taken to correct the failure are detailed. The report also includes relevant information that will assist the Town of Minto to assess the water work's capability to meet existing and future planned uses of the system.

1.3 Description of Drinking Water System

Palmerston is located in the Town of Minto within the northwest corner of Wellington County, along the route of Provincial Hwy. No. 23.

The Palmerston Drinking Water System services a permanent population of approximately 3,100, comprised of approximately 1,210 residential households, as well as Industrial, Commercial, Institutional sectors. The municipal water system is also used for fire protection.

Palmerston is currently serviced by a waterworks that consists of: four drilled bedrock wells, two wellhouses, an elevated 2500 m³ steel storage tank and a distribution network of watermains, ranging in diameter from 100 mm to 350 mm. There are approximately 119 fire hydrants in the Town of Palmerston. In the event of a prolonged power outage, two portable generators are available for either wellhouse to supply back-up power.

The bedrock wells are equipped with submersible pumps that discharge directly into the William Street Wellhouse (Wells #1 and #2) and the Whites Road Wellhouse (Well #3 and #4). In the wellhouse, the raw water supply is injected with 12% sodium hypochlorite for disinfection and the chemical PW1680 for iron sequestering.

The wells are controlled (*start/stop*) automatically based on elevated storage tank liquid levels and pressures in the distribution system. Each wellhouse is equipped with alarms for high & low free chlorine residuals (*and corresponding lockout of well pumps*), low water level and intrusion. Each wellhouse has a continuous monitoring analyzer for chlorine.

The treated water leaves the wellhouse and enters an underground contact pipe and is discharged into the distribution system after adequate contact time is achieved.

The Palmerston Drinking Water System operates under MDWL 106-103 Issue 4, DWWP 106-203 Issue 4 and PTTW #8341-BZLRR9.

2.0 SUMMARY OF UPGRADES

2.1 Upgrades Completed in 2023

The disinfection treatment system in the Palmerston Drinking Water System meets all of the standards imposed by O. Reg. 170/03 and the MECP's "*Procedures for Disinfection of Drinking Water in Ontario*".

Typically, maintaining the system includes repairs and/or replacement of individual components as necessary. In 2023 \$1,630 was spent on engineering to create a servicing strategy for future system needs, \$2,010 replacing the Chlorine Pump in Well #3, \$9,750 was spent on Well Exploration, \$6,860 on Whites Road watermain, \$1,950 on the Tower Painting review and \$3,800 was spent on Engineering for 2024 watermain replacement.

The following purchases were made to be shared between all of Minto's water systems. \$13,210 on the SCADA Server upgrade, \$27,910 on water meters, \$2,035 on shared equipment, \$7,145 on Radio upgrades and 2 truck replacements for \$126,275.

Preventative maintenance measures are being followed to ensure proper operation of the Drinking Water System.

All routine maintenance through out the year and planned maintenance during the monthly scheduled maintenance programs was completed by Minto Operations Staff.

2.2 Upgrades Scheduled to be Completed in 2024

In 2024, the Town of Minto is planning to spend \$100,000.00 on well exploration, \$30,000 on engineering for the Main St. Watermain replacement and \$150,000 on Derby Street for watermain replacement.

The following will also be purchased to be shared within the water department. \$55,000 on the SCADA monitoring system and \$25,000 for water meters. \$15,000 on pumps and or valves, \$15,000 on equipment, \$20,000 for ground water modelling and \$15,000 for engineering of future water system needs.

3.0 OPERATION OF THE DRINKING WATER SYSTEM

3.1 Summary of the Quantities and Flow Rates of Water Supplied

O. Reg. 170/03 stipulates that a summary of the quantities and flow rates of the water supplied from each of Palmerston's wells be included in the Summary Report. Tables 3.1, 3.2, 3.3 and 3.4 provide a summary of quantities and flow rates supplied during 2023 for Wells #1, #2, #3 and #4 respectively, on a monthly basis. Wells #1 and #2 supply the William Street Wellhouse and the two wells alternate duties as primary supply. As such, Wells #1 and #2 are permitted as one and provide standby duty to each other. Well #3 and #4 supply the White's Road Wellhouse and the two wells alternate duties as primary supply.

Table 3.1
Palmerston Drinking Water System – Well #1
Treated Water Flow, Turbidity, and Disinfectant Residual
January 1, 2023 – December 31, 2023

Month	Raw Water Flow (Max Flow Rate = 22.8 L/s)			Chlorine Monthly Total (L)	Monthly Averages			Distribution System Disinfectant No. of Samples Collected	
	Operator Observed Peak Flow (L/s)	Maximum Day Flow (m ³ /day)	Monthly Total (m ³)		Treated Water Turbidity		Treated Water Disinfectant Point of Entry		
					No. of Samples Collected	Monthly Average Turbidity (NTU)	No. of Treated Samples Collected	Monthly Average Residual (mg/L)	
January	14.4	172	2,370	45	5	0.51	31	1.20	See Palmerston Well #2 Data
February	14.5	107	1,780	45	4	0.59	28	1.31	
March	14.5	126	2,281	67	4	0.53	31	1.32	
April	14.6	159	2,200	43	3	0.61	30	1.44	
May	14.6	114	2,211	44	6	0.48	31	1.36	
June	14.5	118	2,184	44	4	0.55	30	1.30	
July	14.6	129	2,158	44	5	0.56	31	1.28	
August	14.6	125	2,232	64	5	0.65	31	1.35	
September	14.6	402	2,777	65	5	0.43	30	1.30	
October	14.6	131	2,329	44	5	0.52	31	1.37	
November	14.5	188	2,675	46	4	0.52	30	1.25	
December	14.6	150	2,418	70	5	0.60	31	1.39	
Total			27,615	621	55		365		
Average			2,301			0.55		1.32	
Maximum	14.6	402							

Disinfectant Compound Used: **12% Sodium Hypochlorite**
 Form of Residual Displayed: **Free**
 Quantity of Disinfectant Used During 2023: **621 L**
 Distribution System Minimum Target Residual: **0.2 mg/L**

Table 3.2
Palmerston Drinking Water System – Well #2
Treated Water Flow, Turbidity, and Disinfectant Residual
January 1, 2023 – December 31, 2023

Month	Raw Water Flow (Max Flow Rate = 22.8 L/s)			Chlorine Monthly Total (L)	Monthly Averages				Distribution System Disinfectant No. of Samples Collected
	Operator Observed Peak Flow (L/s)	Maximum Day Flow (m ³ /day)	Monthly Total (m ³)		Treated Water Turbidity		Treated Water Disinfectant Point of Entry		
					No. of Samples Collected	Monthly Average Turbidity (NTU)	No. of Treated Samples Collected	Monthly Average Residual (mg/L)	
January	18.0	566	8,786	157	5	0.52	31	1.19	48
February	17.8	562	7,699	180	4	0.47	28	1.27	43
March	17.9	362	7,619	158	4	0.48	31	1.29	50
April	18.2	453	7,322	157	4	0.43	30	1.34	42
May	17.9	459	8,846	176	6	0.50	31	1.27	49
June	17.0	796	9,684	197	4	0.39	30	1.30	49
July	17.6	569	9,047	176	5	0.33	31	1.19	47
August	17.5	402	9,102	176	5	0.44	31	1.26	46
September	17.5	550	9,822	224	4	0.50	30	1.29	47
October	17.7	617	8,959	154	4	0.49	31	1.25	48
November	17.8	583	8,410	178	4	0.40	30	1.26	46
December	17.5	370	8,206	173	5	0.55	31	1.28	46
Total			103,502	2,106	54		365		561
Average	17.7		8,625			0.46		1.27	
Maximum		796							

Disinfectant Compound Used: **12% Sodium Hypochlorite**
 Form of Residual Displayed: **Free**
 Quantity of Disinfectant Used During 2023: **2,106 L**
 Distribution System Minimum Target Residual: **0.2 mg/L**

Table 3.3
Palmerston Drinking Water System – Well #3
Treated Water Flow, Turbidity, and Disinfectant Residual
January 1, 2023 – December 31, 2023

Month	Raw Water Flow (Max Flow Rate = 26.7 L/s)			Chlorine Monthly Total (L)	Monthly Averages				Distribution System Disinfectant No. of Samples Collected
	Operator Observed Peak Flow (L/s)	Maximum Day Flow (m ³ /day)	Monthly Total (m ³)		Treated Water Turbidity		Treated Water Disinfectant Point of Entry		
					No. of Samples Collected	Monthly Average Turbidity (NTU)	No. of Treated Samples Collected	Monthly Average Residual (mg/L)	
January	18.4	358	8,511	197	5	0.48	31	1.19	See Palmerston Well #2 Data
February	18.5	495	8,268	189	4	0.53	28	1.37	
March	18.8	604	9,334	223	4	0.59	31	1.24	
April	19.1	595	8,989	199	4	0.50	30	1.36	
May	19.1	528	10,227	266	5	0.38	31	1.36	
June	19.1	601	10,606	280	4	0.48	29	1.40	
July	19.0	758	11,265	223	5	0.44	31	1.28	
August	19.0	533	11,154	287	5	0.44	31	1.31	
September	19.1	458	10,324	217	5	0.53	30	1.29	
October	19.2	456	9,203	243	5	0.45	31	1.36	
November	19.2	644	9,918	222	4	0.47	30	1.40	
December	19.2	477	9,490	245	5	0.57	31	1.33	
Total			117,288	2,791	55		364		
Average	19.0		9,774			0.49		1.33	
Maximum		758							

Disinfectant Compound Used: **12% Sodium Hypochlorite**
 Form of Residual Displayed: **Free**
 Quantity of Disinfectant Used During 2023: **2,791 L**
 Distribution System Minimum Target Residual: **0.2 mg/L**

Table 3.4
Palmerston Drinking Water System – Well #4
Treated Water Flow, Turbidity, and Disinfectant Residual
January 1, 2023 – December 31, 2023

Month	Raw Water Flow (Max Flow Rate = 26.7 L/s)			Chlorine Monthly Total (L)	Monthly Averages				Distribution System Disinfectant No. of Samples Collected
	Operator Observed Peak Flow (L/s)	Maximum Day Flow (m ³ /day)	Monthly Total (m ³)		Treated Water Turbidity		Treated Water Disinfectant Point of Entry		
					No. of Samples Collected	Monthly Average Turbidity (NTU)	No. of Treated Samples Collected	Monthly Average Residual (mg/L)	
January	16.3	123	2,204	See Palmerston Well #3 Data	5	0.33	31	1.32	Palmerston Well #2 Data
February	16.3	139	2,052		4	0.38	28	1.42	
March	16.8	109	2,317		4	0.51	31	1.29	
April	16.3	238	2,648		4	0.41	30	1.42	
May	15.0	155	2,199		3	0.49	31	1.37	
June	16.2	137	2,175		4	0.53	28	1.34	
July	16.4	133	2,198		4	0.35	31	1.26	
August	16.0	117	2,148		5	0.36	31	1.35	
September	17.4	405	2,794		5	0.47	30	1.45	
October	18.0	142	2,733		5	0.52	31	1.47	
November	18.1	134	2,622		4	0.49	30	1.43	
December	18.0	159	2,738		5	0.62	31	1.40	
Total			28,828	2,791	52		363		
Average			2,402			0.45		1.38	
Maximum	18.1	405							

Disinfectant Compound Used: **12% Sodium Hypochlorite**

Form of Residual Displayed: **Free**

Quantity of Disinfectant Used During 2023 for Wells #3 and #4 combined: **2,791 L** *(Wells #3 and #4 share the same NaOCl storage container)

Distribution System Minimum Target Residual: **0.2 mg/L**

3.2 Comparison of Actual Flow and Maximum Allowable Rates

O. Reg. 170/03 stipulates that a summary of the quantities and flow rates of the water supplied from each of Palmerston’s wells be included in the Summary Report and compared against the rated capacity and flow rate for the system. As such, a comparison of the instantaneous peak flow to the PTTW’s rated capacity is included and a comparison of the maximum daily flow to the MDWL’s rated capacity is included in Table 3.5 & Table 3.6. Table 3.5 and Table 3.6 reflect the comparisons between the PTTW and MDWL.

Table 3.5
Palmerston Drinking Water System
Well #1 & 2 Combined
Treated Water Flow
January 1, 2023 – December 31, 2023

Month	Treated Water Flow Max Daily Volume – 1,964 m ³ /day Max Flow Rate = 22.83 L/s Well # 1 22.83 L/s Well # 2				Chlorine
	Operator Observed Peak Flow Well #1 (L/s)	Operator Observed Peak Flow Well #2 (L/s)	Maximum Day Flow (m ³ /day)	Monthly Total (m ³)	Monthly Total (L)
January	14.4	18.0	566	11,156	202
February	14.5	17.8	562	9,478	225
March	14.5	17.9	362	9,900	225
April	14.6	18.2	453	9,522	200
May	14.6	17.9	459	11,057	220
June	14.5	17.0	796	11,868	241
July	14.6	17.6	569	11,206	220
August	14.6	17.5	402	11,333	240
September	14.6	17.5	550	12,599	289
October	14.6	17.7	617	11,289	198
November	14.5	17.8	583	11,085	224
December	14.6	17.5	370	10,624	243
Total				131,118	2,727
Average				10,926	
Maximum	14.6	18.2	796		

Table 3.6
Palmerston Drinking Water System
Well #3 & 4 Combined
Treated Water Flow
January 1, 2023 – December 31, 2023

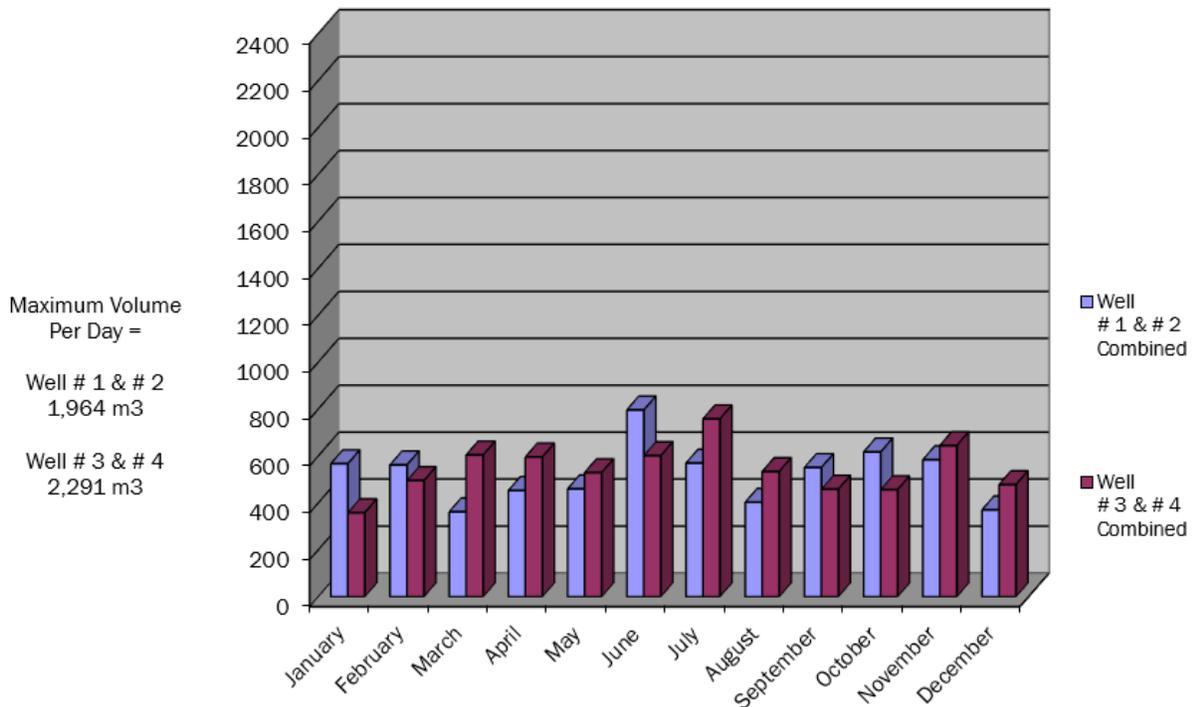
Month	Treated Water Flow Max Daily Volume – 2,291 m ³ /day Max Flow Rate = 26.7 L/s Well # 3 26.7 L/s Well # 4				Chlorine
	Operator Observed Peak Flow Well #3 (L/s)	Operator Observed Peak Flow Well #4 (L/s)	Maximum Day Flow (m ³ /day)	Monthly Total (m ³)	Monthly Total (L)
January	18.4	16.3	358	10,715	197
February	18.5	16.3	495	10,320	189
March	18.8	16.8	604	11,651	223
April	19.1	16.3	595	11,637	199
May	19.1	15.0	528	12,427	266
June	19.1	16.2	601	12,780	280
July	19.0	16.4	758	13,462	223
August	19.0	16.0	533	13,302	287
September	19.1	17.4	458	13,117	217
October	19.2	18.0	456	11,935	243
November	19.2	18.1	644	12,539	222
December	19.2	18.0	477	12,228	245
Total				146,116	2,791
Average				12,176	
Maximum	19.2	18.1	758		

Table 3.7
Comparison of Flow Rates and Flow Capacities
To
Rated Flow Rate (PTTW) and Rated Capacity (MDWL)

Well Supply	PTTW Max. Flow Rate	Operator Observed Peak Flow	Percent of Maximum Allowable	MDWL Schedule C Maximum Daily Quantity	Maximum Daily Flow	Percent of Maximum Allowable
	L/s	L/s	%	m ³ /day	m ³ /day	%
Well #1	22.8	14.6	64	1,964	402	20
Well #2	22.8	18.2	68	1,964	796	41
Well #3	26.7	19.2	72.1	2,291	758	33
Well #4	26.7	18.1	68	2,291	405	18

The MDWL stipulates, “The maximum daily volume of treated water that flows from the treatment subsystem to the distribution system shall not exceed the value identified as the rated capacity in Schedule C Table 1.”

Table 3.8
Maximum Water Usage Per Day by Month



Short-term peaks, in excess of permitted values, may occur at pump start up, while doing specific maintenance procedures or during emergency demand situations.

The time and duration of any flow exceedance is recorded for each event along with the reason for the occurrence. There were no extended exceedances or exceedances over the daily permitted rate in the Palmerston Drinking Water System.

3.3 Raw Water Quality and Required Treatment

The Palmerston Drinking Water System has no naturally occurring chemical parameters that exceed MAC (maximum acceptable concentration) or IMAC (interim maximum acceptable concentration). The Palmerston Drinking Water System uses PW1680 to improve water quality.

The William Street Wellhouse (*Well #1 and #2*) and the Whites Road Wellhouse (*Well #3 and #4*) are equipped with continuous monitoring analyzers for measuring free chlorine residual. The chlorine analyzers are equipped with alarms. In the event of an adverse chlorine residual reading, a signal is sent to the SCADA system, which in turn, shuts down the respective well pump. The average monthly turbidity and free chlorine residual measurements for treated water are presented in Tables 3.1, 3.2, 3.3 and 3.4 for Well #1, Well #2, Well # 3 and Well # 4, respectively.

There were no turbidity readings exceeding 1.0 NTU in 2023. The minimum, maximum and average turbidity readings for raw water from each well are presented in Table 3.9.

12% Sodium Hypochlorite is the disinfectant used. Free chlorine residual is monitored continuously at the “*Point of Entry*” (*POE*) into the distribution system. Additional “*grab samples*” are taken daily (*excluding weekends and holidays*) within the distribution system and tested for the free chlorine residual. The minimum, maximum and average values of free chlorine residual at the POE are presented Table 3.9.

The free chlorine residual in the distribution system ranged between 0.55 mg/L and 1.57 mg/L. O. Reg. 170/03, Schedule 1-2 stipulates that the free chlorine residual can never be less than 0.05 mg/L. In addition, O. Reg. 170/03, Schedule 1-4 stipulates that the water treatment equipment must be “*...capable of achieving, at all locations with the distribution system, a free chlorine residual of 0.2 mg/L ...*”. The Palmerston Drinking Water System meets both of these requirements.

Table 3.9

**Palmerston Drinking Water System
 2023 Annual Summary of
 Raw Water Turbidity and Free Chlorine Residual**

Location	Range	Raw Water Turbidity	Free Chlorine Residual at POE
		NTU	mg/L
Well #1	Minimum	0.27	0.93
	Maximum	0.95	2.00
	Average	0.44	1.32
Well #2	Minimum	0.22	0.82
	Maximum	0.66	1.63
	Average	0.38	1.27
Well #3	Minimum	0.19	0.92
	Maximum	0.77	1.84
	Average	0.39	1.33
Well #4	Minimum	0.16	1.06
	Maximum	0.83	2.05
	Average	0.37	1.38

3.4 Summary of Treatment Chemicals Used

The disinfectant chemical used in the Palmerston Drinking Water System is 12% Sodium Hypochlorite. Measurements of free chlorine residual are recorded on a continuous basis. In 2023, 5,518 L of 12% Sodium Hypochlorite was used. The average dosage rates are presented in Table 3.10.

In 2023, 2,897 L of PW1680 was used for the sequestering of iron. Wells #1 and #2 share a common tank of PW1680. The average dosage rates are presented in Table 3.10.

Table 3.10
Palmerston Drinking Water System
2023 Annual Summary of
Treatment Chemicals Used

Treatment Chemical	Well	Volume Used	Mass Used	Annual Flow	Dosage Rate
		L	kg	m ³	mg/L
12 % Sodium Hypochlorite (NaClO)	Well #1	621	74.5	27,615	2.70
	Well #2	2,106	252.7	103,502	2.44
	Well #3 & 4	2,791	334.9	146,116	2.29
	Total	5,518	662.2	277,234	2.39
PW1680	Well #1 & Well #2	1,014	1,419.6	131,118	10.83
	Well #3 & Well #4	1,883	2,636.2	146,116	18.04
	Total	2,897	4,055.8	277,234	14.63

- Note:**
- Wells #1 and #2 share the same PW1680 storage container; 1,068 L is the combined PW1680 usage for both wells
 - Wells #3 and #4 share the same PW1680 storage container; 1,982 L is the combined PW1680 usage for both wells
 - 12% Sodium Hypochlorite = 120,000 mg/L = 120 kg/m³
 - PW1680 has a specific gravity = 1.4

4.0 COMPLIANCE

4.1 Assessment of Compliance

The objective of the Summary Report is to list any requirements of the Act, the regulations, the PTTW, the MDWL, the DWWP and any MECP Order that the system failed to meet from January 1, 2023 to December 31, 2023, and the corresponding corrective measure(s) taken. Compliance was assessed as follows:

- MECP Completed Inspection of the Palmerston drinking water system was completed August 3, 2023, Final inspection rating score 100%
- There were **no MECP Orders** issued to the Palmerston Drinking Water System in 2023.
- The MDWL imposes the specific rules and conditions governing the standards set out in O. Reg. 170/03. It is an important instrument in defining the requirements of compliance of a Drinking Water System.

- O. Reg. 170/03 establishes the standard for protection of drinking water; specifically, through 12 schedules that municipal residential drinking systems must follow to meet the requirements of the regulation.
- The SDWA identifies the responsibilities of owners and operating authorities of municipal drinking water systems. It places a recommended statutory standard of care on those who have oversight of municipal drinking-water systems. In essence, the standard of care has two themes: be informed and exercise diligent oversight.
- Adverse Test Results reported under the Safe Drinking Water Act, 18(1) or O Reg.170/03, Schedule 16-4
 - a) Adverse Water Quality Incidents (AWQI) refer to any unusual test results that do not meet provincial water quality standard or situation where the disinfection of the drinking water may be compromised.

**Table 4.1
 Adverse Water Quality Incidents**

AWQI #	Date	Parameter	Result	Corrective Action

4.2 Summary of Compliance

The Town of Minto works diligently to maintain compliance, with all of the requirements of the SDWA, O. Reg. 170/03, as well as the Palmerston Water Work’s MDWL 106-103 Issue 4, DWWP 106-203 Issue 4, and PTTW #8341-BZLRR9.

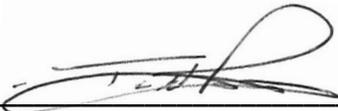
Table 4.2 identifies any non-compliance related to the following: SDWA, O. Reg. 170/03, the MDWL, the DWWP and the PTTW.

**Table 4.2
 Palmerston Drinking Water System
 Requirements the System Failed to Meet**

Compliance With	Description of Item the System Failed to Meet	Correction of This Situation How/When
MDWL # 106-103 Issue 4	<i>Palmerston Drinking Water System is in compliance with all of the requirements of the MDWL</i>	
DWWP # 106-203 Issue 4	<i>Palmerston Drinking Water System is in compliance with all of the requirements of the DWWP.</i>	
O. Reg. 170/03	<i>Palmerston Drinking Water System is in compliance with all of the requirements of O. Reg. 170/03.</i>	

Compliance With	Description of Item the System Failed to Meet	Correction of This Situation How/When
SDWA	<i>Palmerston Drinking Water System is in compliance with all of the requirements of the SDWA.</i>	
PTTW #8341-BZLRR9	<i>Palmerston Drinking Water System is in compliance with all of the requirements of the PTTW</i>	

Dated this 8th day of March 2024



Todd Rogers
Water Services Manager