

**Ministry of the Environment  
and Climate Change**

Safe Drinking Water  
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40 St. Clair Ave W  
Toronto ON M4V 1M2

**Ministère de l'Environnement et  
de l'Action en matière de  
changement climatique**

Direction du contrôle de la qualité de l'eau  
potable  
2<sup>e</sup> étage  
40, avenue St. Clair Ouest  
Toronto (Ontario) M4V 1M2



August 22, 2016

Bill White  
The Corporation Of The Town Of Minto  
5941 Highway 89 RR 1  
Harriston, Ontario  
N0G 1Z0

Dear Bill White:

RE: Harriston Drinking Water System  
Municipal Drinking Water Licence # 106-102

As part of the Ministry of the Environment and Climate Change's (MOECC) responsibilities under the Clean Water Act, we are conducting an analysis of the drinking water systems which are located in areas where the handling and storage of fuel at a Municipal Drinking Water System may pose a significant drinking water threat to sources of drinking water. Source water protection policies developed by local Source Protection Committees may apply.

As part of this analysis, the ministry has identified that the Harriston Drinking Water System is located within the Maitland Valley Source Protection Area, in accordance with the *Clean Water Act*.

The handling and storage of fuel is a prescribed drinking water threat to sources of drinking water under the *Clean Water Act*. This activity can be a significant threat when it occurs within a Wellhead Protection Area/Intake Protection Zone around a municipal water source with a high vulnerability score, depending on the volume of fuel and grade at which it is stored. If the handling and storage of fuel at your drinking water system is located in a Wellhead Protection Area/Intake Protection Zone with a high vulnerability score, it is appropriate to address the risk fuel poses to sources of drinking water.

MOECC wants to ensure that the handling and storage of fuel is appropriately managed to protect sources of drinking water, and where applicable, conforms to source protection plan policies.

To assist in determining if fuel handling and storage at your drinking water system is located in a Wellhead Protection Area/Intake Protection Zone with a high vulnerability score, you may wish to view the location using the Ministry's web based interactive source protection mapping tool at <http://www.applications.ene.gov.on.ca/swp/en/>.

OCT. COUNCIL CORRESPONDENCE  
SEPT 2/16  
BRINN, TERRY, WAYNE, TODD  
PAUL Z. = reviewed questions  
p. 2 of letter; these are  
answered by Kyle's letter

If the storage or handling of fuel is a significant threat activity, we require you to assess the current risk management measures in place to ensure fuel is stored and managed in a way to protect the drinking water source. The risk management measures may include but are not limited to:

- Secondary containment
- Spill/leak detection and spill response procedures as per Condition 16 of the licence
- Collision protection
- Protection of oil lines from physical damage

Please send us the results of your assessment by September 30, 2016.

**If your drinking water system is not located within the source protection area/region's wellhead protection area/intake protection zone with a high vulnerability score, OR you do not handle or store fuel, your assessment should provide us with confirmation and documentation to support this conclusion.**

If the storage or handling of fuel is a significant threat activity, your assessment should include all the information relied upon to reach this conclusion, the location within the Wellhead Protection Area/Intake Protection Zone where fuel is handled / stored, and the vulnerability score at this location. Please also include in your evaluation the need to undertake alterations or develop operating procedures to ensure that the storage and handling of fuel ceases to be a significant threat.

If your assessment of the current risk management measures concludes that the fuel handling and storage permitted as part of your Drinking Water Works Permit needs to be altered such that an amendment to your Drinking Water Works Permit is required, the Director, Part V of the Safe Drinking Water Act will advise you of the timeframe to submit the amendment application.

#### **Exemption Claimed for an s.58 Risk Management Plan**

To minimize the potential for regulatory duplication during plan implementation, O. Reg. 287/07 provides a mechanism for a person to claim an exemption from the requirement for an s.58 risk management plan where the person holds a prescribed instrument related to the handling and storage of fuel.

An individual affected by a risk management plan policy may be relieved of these obligations under Part IV of the Clean Water Act, provided the person has obtained a prescribed instrument which conforms to the desired goal or outcome of the policy that the activity ceases to be, or never becomes, a significant drinking water threat (O. Reg. 287/07, s.61).

An exemption under s. 61 can be applied if:

- a prescribed instrument is already held that adequately regulates a threat activity, or
- a prescribed instrument is amended or obtained to address the threat activity.

The s.61 exemption process is initiated by the person engaged in the activity giving a notice (O. Reg. 287/07, s.61(2)) to the Risk Management Official. The notice must state that the person has a prescribed instrument that regulates the activity, or is intending to obtain one (s.61(7)). Where a person already has such an instrument, in addition to giving a notice, that person must also provide a copy of the regulating instrument – namely a Drinking Water Works Permit. In cases where amendments are required to regulate the activity or where a person does not have a Drinking Water Works Permit but intends to obtain one, that person must provide a notice under s.61(7) to the Risk Management Official indicating the actions they will take to amend or obtain a Permit.

If the storage or handling of fuel is a significant threat activity, we require you to assess the current risk management measures in place to ensure fuel is stored and managed in a way to protect the drinking water source. The risk management measures may include but are not limited to:

- Secondary containment
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If the storage or handling of fuel is a significant threat activity, your assessment should include all the information relied upon to reach this conclusion, the location within the Wellhead Protection Area/Intake Protection Zone where fuel is handled / stored, and the vulnerability score at this location. Please also include in your evaluation the need to undertake alterations or develop operating procedures to ensure that the storage and handling of fuel ceases to be a significant threat.

If your assessment of the current risk management measures concludes that the fuel handling and storage permitted as part of your Drinking Water Works Permit needs to be altered such that an amendment to your Drinking Water Works Permit is required, the Director, Part V of the Safe Drinking Water Act will advise you of the timeframe to submit the amendment application.

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The Risk Management Official will reply with a notice (under s.61(8)) indicating the deadline to provide a copy of the Drinking Water Works Permit.

In addition, the person must also provide a statement of conformity that indicates the Drinking Water Works Permit conforms to the significant drinking water threat policies in the source protection plan. This is provided either as a statement within the Drinking Water Works Permit itself (which may be added within an amended Permit) or as a separate document from MOECC, as the person/body that issued or created the instrument. If a statement of conformity is not identified, the Risk Management Official will give a notice to the applicant (under s.61(6)) in writing specifying the date by which the requirements need to be met and copies need to be provided.

Please contact me at 416-314-4625 if you require any further information.

A handwritten signature in black ink, appearing to read "A. Ahmed", written over a horizontal line.

Aziz S. Ahmed, P.Eng.  
Director, Part V SDWA

cc.

Jenna Allain, Project Manager, Ausable Bayfield Maitland Valley Source Protection Region  
Heather Malcolmson, Director, Source Programs Protection Branch, MOECC  
Cammy Mack, Director, Safe Drinking Water Branch, MOECC

1. The first part of the document is a letter from the President of the United States to the Congress, dated January 3, 1862. It is a very important document, as it contains the President's views on the state of the Union and the progress of the war.

2. The second part of the document is a report from the Secretary of the War Department, dated January 10, 1862. It contains a detailed account of the military operations of the Army during the year 1861.

3. The third part of the document is a report from the Secretary of the Navy Department, dated January 10, 1862. It contains a detailed account of the naval operations of the Navy during the year 1861.

4. The fourth part of the document is a report from the Secretary of the Department of the Interior, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

5. The fifth part of the document is a report from the Secretary of the Department of the Treasury, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

6. The sixth part of the document is a report from the Secretary of the Department of the State, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

7. The seventh part of the document is a report from the Secretary of the Department of the War, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

8. The eighth part of the document is a report from the Secretary of the Department of the Navy, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

9. The ninth part of the document is a report from the Secretary of the Department of the Interior, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

10. The tenth part of the document is a report from the Secretary of the Department of the Treasury, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

11. The eleventh part of the document is a report from the Secretary of the Department of the State, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

12. The twelfth part of the document is a report from the Secretary of the Department of the War, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

13. The thirteenth part of the document is a report from the Secretary of the Department of the Navy, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

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16. The sixteenth part of the document is a report from the Secretary of the Department of the State, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

17. The seventeenth part of the document is a report from the Secretary of the Department of the War, dated January 10, 1862. It contains a detailed account of the operations of the Department during the year 1861.

## Bill White

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**From:** Kyle Davis <KDavis@centrewellington.ca>  
**Sent:** September-01-16 10:42 AM  
**To:** Bill White; Todd Rogers; Terry Kuipers  
**Cc:** Christine Furlong; Wayne Metzger; Stacey Pennington  
**Subject:** Source Protection Assessment of Fuel Handling - Minto Municipal Drinking water systems  
**Attachments:** Minto Municipal Drinking Water Fuel Assessment Table 1 draft.pdf

Bill, Terry and Todd,

As requested, please find attached an analysis of the Town of Minto fuel handling and storage as associated with the four municipal drinking water systems for the Town of Minto (Palmerston, Harriston, Minto Pines and Clifford). The attached table outlines the emergency generators currently used by the Town as well as the threat classification pursuant to the *Clean Water Act* for the five generators. The row at the bottom of the table outlines the MOECC criteria or circumstances outlined in the Table of Drinking Water Threats. These circumstances are used to determine whether a threat activity is classified as significant, moderate or low pursuant to the *Clean Water Act*. The circumstances are broken out into facility definition, storage location relevant to grade, volume, fuel type and vulnerability score.

Please note that all five generators are moderate drinking water threats. The defining circumstances for the moderate classification are the volume of fuel and the above grade storage and handling. Therefore, as outlined in the MOECC letters dated August 22, 2016, amendments to the Town's drinking water license should not be required. Amendments are only required if the fuel handling and / or storage is classified a significant threat. The MOECC letter also only required an assessment of risk management measures if the fuel handling and / or storage was classified as significant. Based on the moderate classification, this assessment of risk management measures does not appear to be required for submission to the MOECC at this time.

The applicable policies are outlined in the attached table, only one education and outreach policy is applicable for the Maitland Source Protection Plan (C.2.4) and no policies are applicable in the Saugeen Source Protection Plan. This is due to the fact moderate and low threat policies were optional content for the initial Source Protection Plans. The education policy for Maitland was complied with, earlier in 2016 by completing a mail out to property owners. Establishment of fuel handling and / or spill procedures in the Drinking Water Quality Management System would also be considered compliance with the applicable Maitland Source Protection Plan education policy.

Please note that Maitland Source Protection Plan Policies C.2.2 (Risk Management Plans) and C.2.3 (Education and Outreach) and Saugeen Valley Source Protection Policies 15-03 (Risk Management Plans) and G-05 (Education and Outreach) are established for existing threats that meet the Table of Drinking Water Threats circumstances for significant drinking water threats. These do not apply for the Town of Minto generators as none of the existing generators exceed the significant drinking water threat quantity threshold of 2,500 litres above grade. Since a Risk Management Plan is not required, an exemption pursuant to Section 61 of O. Reg 287/07 of the *Clean Water Act* is not needed. This exemption procedure was outlined in the MOECC August 22, 2016 letter.

I trust that the attached table and this email provides you sufficient information for the meeting tomorrow. My apologies for not being able to attend, however, I am on a planned vacation tomorrow. When I return to the office on Tuesday, I will touch base with Terry or Todd and then finalize the attached table based on your feedback. I will also complete a cover memo to go with the table next week.

If you have any questions, please let me know, I will be checking my emails.

Regards,

Kyle

Kyle Davis | Risk Management Official

Wellington Source Water Protection | 7444 Wellington Road 21, Elora, ON, N0B 1S0  
519.846.9691 x362 | [kdavis@centrewellington.ca](mailto:kdavis@centrewellington.ca) | [www.wellingtonwater.ca](http://www.wellingtonwater.ca)  
Toll free: 1-844-383-9800

Wellington Source Water Protection is a municipal partnership between the Townships of Centre Wellington, Guelph / Eramosa, Mapleton, Puslinch, Wellington North, the Towns of Erin and Minto and the County of Wellington created to protect existing and future sources of drinking water.



Table 1: Review of Handling and Storage of Fuel at Town of Minto Municipal Drinking Water Systems

Generator	Location	Facility Definition	Fuel Storage Location (Above, At or Below Grade)	Volume (Litres)	Fuel Type	Site Location (Vulnerability Score)	Risk Characterization	SPP Policy Number	SPP Policy Requirement
Harriston Well 3 Stationary Generator	Harriston Well 3	Harriston Well 3 meets the definition of a facility as defined in Section 1 of O. Reg. 213/01 (Fuel Oil)	Above grade	908.47	Diesel, therefore, listed components present especially, TEX and PHC F2 and F3	10	Moderate Drinking Water Threat	Maitland SPP Policy C.2.4	Education and Outreach on best management practices for existing facilities that are moderate or low threats
Minto Pines Stationary Generator	Minto Pines Well house	Minto Pines well house meets the definition of a facility as defined in Section 1 of O. Reg. 213/01 (Fuel Oil)	Above grade	400	Diesel, therefore, listed components present especially, TEX and PHC F2 and F3	10	Moderate Drinking Water Threat	Saugeen SPP - None	No policies are applicable in the Saugeen Source Protection Plan for moderate or low fuel threats; however, general education and outreach is encouraged
Palmerston Portable Generator 1	portable	The portable generator meets the definition of a facility as defined in Section 1 of O. Reg. 213/01 (Fuel Oil)	Above grade	908.47	Diesel, therefore, listed components present especially, TEX and PHC F2 and F3	Varies but 10 is highest	Moderate Drinking Water Threat	Maitland SPP Policy C.2.4	Education and Outreach on best management practices for existing facilities that are moderate or low threats
Palmerston Portable Generator 2	portable	The portable generator meets the definition of a facility as defined in Section 1 of O. Reg. 213/01 (Fuel Oil)	Above grade	341	Diesel, therefore, listed components present especially, TEX and PHC F2 and F3	Varies but 10 is highest	Moderate Drinking Water Threat	Maitland SPP Policy C.2.4	Education and Outreach on best management practices for existing facilities that are moderate or low threats
Clifford Portable Generator	portable	The portable generator meets the definition of a facility as defined in Section 1 of O. Reg. 213/01 (Fuel Oil)	Above grade	341	Diesel, therefore, listed components present especially, TEX and PHC F2 and F3	Varies but 10 is highest	Moderate Drinking Water Threat	Saugeen SPP - None	No policies are applicable in the Saugeen Source Protection Plan for moderate or low fuel threats; however, general education and outreach is encouraged
<b>Table of Drinking Water Threat Circumstances for Fuel Handling and Storage (Reference numbers 157 to 161 (handling) and 1354 to 1358 (storage))</b>		The storage of liquid fuel in a tank at or above grade at a facility as defined in section 1 of O. Reg. 213/01 (Fuel Oil) made under the Technical Standards and Safety Act, 2000 or a facility as defined in section 1 of O. Reg. 217/01 (Liquid Fuels) made under the Technical Standards and Safety Act, 2000, but not including a bulk plant.	Fuel handled or stored above grade	Quantity > 250 litres but less than 2,500 litres	Presence of benzene, toluene, ethyl benzene, xylenes, Petroleum hydrocarbon fractions 1 through 4 (one or more)	8 to 10	Moderate drinking water threat in a score 8 to 10 for handling and storage of fuel	For full text of policy C.2.4 and discussion of applicable policies, see Notes Section below	

**Reference**

Drinking Water Circumstances as defined in Ontario Ministry of the Environment, Table of Drinking Water Threats, 2013

Approved Maitland Valley Source Protection Plan, January 19, 2015

Approved Saugeen Valley Source Protection Plan, October 19, 2015

O. Reg. 213/01 (Fuel Oil) definition: "facility" means an installation where fuel oil or used oil, when such oil is used as a fuel, is handled, but does not include a facility referred to in Ontario Regulation 217/01 (Liquid Fuels);

DRAFT

**Notes**

Maitland Source Protection Plan Policies C.2.2 (Risk Management Plans) and C.2.3 (Education and Outreach) and Saugeen Valley Source Protection Policies 15-03 (Risk Management Plans) and G-05 (Education and Outreach) are established for existing threats that meet the Table of Drinking Water Threats circumstances for significant drinking water threats. These do not apply for the Town of Minto generators as none of the existing generators exceed the significant drinking water threat quantity threshold of 2,500 litres above grade.

**Policy C.2.4 – Education and Outreach for Existing Fuel Handling and Storage (Moderate and Low Threats)** Within one year of the Plan coming into effect municipalities, in collaboration with the lead Source Protection Authority (SPA), shall implement an outreach and education program, developed by the lead SPA, for delivery to all landowners within their jurisdiction which handle or store fuel where it would be a moderate or low drinking water threat within a wellhead protection area where the vulnerability score is 10. The outreach and education program is intended to help inform affected landowners of risks to sources of local municipal drinking water and help identify means by which such risks can be minimized.