

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

Environmental Assessment and  
Permissions Branch

40 St. Clair Avenue West  
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Toronto ON M4V 1M2  
Phone: 1-888-999-1305

**Ministère de l'Environnement, de  
la Protection de la nature et des Parcs**

Direction des évaluations et  
des permissions environnementales

40, avenue St. Clair Ouest  
2<sup>e</sup> étage  
Toronto ON M4V 1M2  
Tél: 1-888-999-1305

December 4, 2019

Clinton Harper  
Lambton Area Water Supply System Engineering Technologist  
Lambton Area Water Supply (Joint Management Board)

Dear Clinton Harper,

**Re: Municipal Drinking Water Licence Renewal**

The Safe Drinking Water Act, 2002 requires the owner of a municipal drinking water system to apply for renewal of their Municipal Drinking Water Licence on or before the day specified in Schedule A of the licence.

Our records indicate that the following licence(s) is/are coming due for renewal:

Licence Number	System Name	Application Due Date
020-101	Lambton Area Water Supply System	April 13, 2020

**For each drinking water system identified above, you are required to submit an application for licence renewal on or before the application due date specified. A complete application will include each of the items identified in the list below.**

Instructions for how to submit your renewal application(s), and additional information about the required supporting information is available in the "Guide to Supporting Information Required for a Municipal Drinking Water Licence" (the "Guide"), included with this letter.

**1. Application Form**

A separate application form must be completed for each licence that is being renewed. This application must be dated and signed by an authorized representative of the owner of the system.

**2. Application Checklist**

Provides an overall summary and index of the information that has been submitted as part of the renewal application. This checklist should be prepared and included with each application submission.

**3. Operational Plan**

The complete Operational Plan, including all schedules and appendices, should be submitted as a single PDF file as part of your application submission.

**4. Subject System Description Form**

This form should be part of your Operational Plan. It provides a summary of the operational subsystem and operating authorities for your system.

**5. Accreditation Information**

A the accreditation certificate for your operating authority(ies) should be included with your application submission. A separate certificate should be included for each operating authority identified in the subject system description form.

**6. Financial Plan**

A copy of the council resolution approving the financial plan must be submitted. The period covered by the financial plan should be included in resolution of council or in another piece of supporting documentation (such as a copy of the financial plan).

**7. Raw Water Assessment**

If your system is not a stand-alone distribution system, you are required to include a raw water assessment. An example raw water assessment is included in the Guide.

**8. CT Information from your Operations and Maintenance Manual**

If your system is not a stand-alone distribution system, you are required to include a copy of the section in your operations and maintenance manual that includes the CT calculations used as the basis for primary disinfection under worst case operating conditions.

**9. UV Disinfection Information from your Operations and Maintenance Manual**

If your system includes UV disinfection, a copy of the section in your operations and maintenance manual that includes the validated operating conditions for the UV disinfection equipment.

**10. Distribution System Map**

A graphical depiction of the water distribution system (e.g. a street map with watermain located and identified). This map should be submitted in PDF format.

**11. Permit to Take Water**

If the system is not a stand-alone distribution system, a copy of the current Permit(s) to Take Water for the system.

**12. Information Regarding Lead Sampling**

You are required to include a summary of the current lead sampling undertaken for your system. A template for this information is included in the Guide.

**13. Information Regarding Fuel Storage**

You are required to identify all liquid fuel storage that is associated with your system. A template for this information is included in the Guide.

**14. Information Regarding Residue Management**

You are required to provide information about all residue management in your system. A template for this information is included in the Guide.

**15. Licence Renewal Questionnaire**

You are required to complete a short questionnaire regarding certain equipment or processes that may exist within your system. A copy of the questionnaire is included in the Guide.

If you have any questions please email [MDWLP@ontario.ca](mailto:MDWLP@ontario.ca) or contact the Approvals and Licensing Section of the Ministry of Environment, Conservation and Parks at 1-888-999-1305.

Sincerely,

A handwritten signature in black ink that reads "A. Ahmed". The signature is written in a cursive style with a horizontal line underneath the name.

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

c: Dave Hunt, Ontario Clean Water Agency (Lawss)  
Marc Bechard, Water Compliance Supervisor