

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

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

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July 9, 2025

The Township of Hamilton
8285 Majestic Hills Drive
Cobourg, ON,
K9A 4W5

Attention: Arthur Anderson, CAO

RE: Inspection of Hamilton Township Distribution System on May 27, 2025 | Event No. 1-1425296772

The ministry undertakes inspections of the regulated community including industry, businesses and individuals. The primary focus of this inspection is to confirm compliance with ministry legislation as well as evaluating compliance and conformance with related permissions, policies and guidelines.

Attached to this letter is the report for the inspection completed at Hamilton Township Distribution System on May 27, 2025. This report provides an assessment of compliance and conformance based on observations and information available during the inspection review period only. As always, please refer to the applicable legislative requirements, permissions, policies, guidelines and best management practices to clarify your specific obligations.

No instances of non-compliance or non-conformance were identified during the inspection and no further action is required, as a result of this inspection, by the ministry at this time.

Additional findings and applicable comments, where provided, will be found within the report.

If you have questions or concerns, please contact me by email at rebecca.troan@ontario.ca or by telephone at 705-313-2517.

Rebecca Troan
Water Inspector
Ministry of the Environment, Conservation and Parks
Drinking Water and Environmental Compliance Division

Cc: Larry Spyrka, Senior Manager, Water Capital Projects, Lakefront Utility Services Inc.
Dr. Natalie Bocking, Medical Officer of Health, Haliburton Kawartha Pine Ridge Health Unit
Linda Laliberte, CAO/Secretary – Treasurer, Ganaraska Conservation Authority



HAMILTON TOWNSHIP DISTRIBUTION SYSTEM

Physical Address: , , ,

INSPECTION REPORT

System Number: 260039208

Entity: THE CORPORATION OF THE
TOWNSHIP OF HAMILTON

Inspection Start Date: May 26, 2025

Site Inspection Date: May 27, 2025

Inspection End Date: June 24, 2025

Inspected By: Rebecca Troan

Badge #: 1465



(signature)

INTRODUCTION

Purpose

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

Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

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

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Facility Contacts and Dates

The drinking water system is owned by The Corporation of The Township of Hamilton and at the time of the inspection was operated by the Lakefront Utility Services Inc (LUSI).

The system serves an estimated population of 357 and is categorized as a Class 1 Distribution System. Information reviewed for this inspection covered the time period of June 27, 2024 through to May 27, 2025. The physical inspection was performed on May 27 2025. Adam Taggart, Manager, Water Operations Ryan Smith, Operator and Jordan Price, Operator, all from Lakefront Utility Services Inc., were present during the inspection.

Systems/Components

The Hamilton Township Distribution System (Hamilton TWP DS) includes 14 Fire Hydrants and 36 valves (main and hydrant). There are no storage, pressure boosting, re-chlorination facilities,

or other external structures associated with Hamilton Township DS.

Permissions/Approvals

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals (please note this list is not exhaustive) at the time of the inspection in addition to the requirements of the SDWA and its regulations:

1. Municipal Drinking Water Licence (MDWL) No. 139-101 issue #4
2. Drinking Water Works Permit (DWWP) No. 139-201 issue #3

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1018001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner ensure that equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner ensured that equipment was installed as required. The Hamilton Twp DS does not have any above grade components other than fire hydrants. A Schematic provided from October 2023 illustrated the Hamilton Twp distribution system including all fire hydrants, and valves.			

Question ID	DWMR1025001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were all parts of the drinking water system that came in contact with drinking water disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All parts of the drinking water system were disinfected as required.			

Question ID	DWMR1033001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (3); SDWA O. Reg. 170/03 7-2 (4);			
Question: Was secondary disinfectant residual tested as required for the large municipal residential distribution system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Secondary disinfectant residual was tested as required.			

The Hamilton Twp DS is operated by the Lakefront Utility services Inc (LUSI) as if it was part of the Cobourg distribution system, in accordance with existing Section 5(4) written agreement.

Distribution system chlorine residuals were measured at the June Ave. sampling station by the Lakefront Utility Services operation staff each week using a hand-held analyzer. The sample test results were recorded in the operation logs.

Secondary disinfection chlorine residuals ranged from 0.51 mg/L to 1.35 mg/L at the June Ave sampling station during the inspection period.

Question ID	DWMR1099001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Do records show that water provided by the drinking water system met the Ontario Drinking Water Quality Standards?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records showed that all water sample results met the Ontario Drinking Water Quality Standards.			

Question ID	DWMR1081001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-2 (1); SDWA O. Reg. 170/03 10-2 (2); SDWA O. Reg. 170/03 10-2 (3);			
Question: Were distribution microbiological sampling requirements prescribed by Schedule 10-2 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Distribution microbiological sampling requirements were met. The Section 5(4) agreement with the Municipality of Cobourg exempts the Hamilton Twp DS from Schedule 10-2. of O. Reg. 170/03 as the Hamilton Twp DS is treated as part of the Cobourg DWS distribution system. Distribution water microbiological sampling was still conducted weekly at the June Ave sample station. Total coliforms and e. coli were non-detect and HPC ranged from 0 to 18 CFU/1ml in distribution water samples, during the inspection period.			

Question ID	DWMR1096001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);			
Question: Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were conducted as required.			

Question ID	DWMR1087001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);			
Question: Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Trihalomethane sampling requirements were met. The Section 5(4) agreement with the Municipality of Cobourg exempts the Hamilton Twp DS from Schedule 13-6. of O. Reg. 170/03 as the Hamilton Twp DS is treated as part of the Cobourg DWS distribution system. Distribution water trihalomethane (THM) sampling was still completed quarterly at the June Ave sample station. The running quarterly average of total THMs was 31.5 ug/L for the last four quarterly periods.			

Question ID	DWMR1113001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10.1 (3);			
Question: Were changes to the system registration information provided to the ministry within ten (10) days of the change?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Changes to the system registration information were provided as required.			

Question ID	DWMR1114001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner have evidence that, when required, all legal owners associated with the drinking water system were notified of the requirements of the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner had evidence that the required notifications were made.			

Question ID	DWMR1045001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner update the document describing the distribution components within 12 months of completion of alterations to the system in accordance with the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner had up-to-date documents describing the distribution components.			

Question ID	DWMR1054001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Was an agreement in place that satisfied the requirements prescribed by subsection 5(4) of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): A twenty-five (25) year Agreement between the Corporation of the Township of Hamilton, the Corporation of the Town of Cobourg and Lakefront Utility Services Inc. was signed on August 1, 2018, stating that the Hamilton Township Distribution System will be operated as an extension of the Cobourg Distribution System. The agreement satisfies the requirements prescribed by section 5(4) of O.Reg.170/03.			

Question ID	DWMR1060001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence.			

Question ID	DWMR1062001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Did records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03.			

Question ID	DWMR1071001	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Did the owner provide security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner provided security measures to protect components of the drinking water system.			

Question ID	DWMR1073001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			

Question:

Was an overall responsible operator designated for all subsystems which comprise the drinking water system?

Compliance Response(s)/Corrective Action(s)/Observation(s):

An overall responsible operator was designated for all subsystem.

The Hamilton Township DS is classified as a Class 1 Distribution Subsystem.

Larry Spyrka was designated as the Overall-Responsible-Operator (ORO) until April 27, 2025. For the remainder of the inspection period Adam Taggart was designated ORO. Larry Spyrka holds a valid Class 3 Water Treatment Subsystem Certificate that expires on October 31, 2026, and a Class 3 Water Distribution and Supply Subsystem Certificate that expires on May 31, 2026. Adam Taggart holds a valid Class 4 Water Treatment Subsystem Certificate that expires on August 31, 2025, and a Class 4 Water Distribution and Supply Subsystem Certificate that expires on September 30, 2025.

Question ID	DWMR1074001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			
Question: Were operators-in-charge designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge were designated for all subsystems.			

Question ID	DWMR1075001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Were all operators certified as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators were certified as required.			

Question ID	DWMR1076001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			

Question:

Were adjustments to the treatment equipment only made by certified operators?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Adjustments to the treatment equipment were only made by certified operators.

KEY REFERENCE AND GUIDANCE MATERIAL

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

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



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web



INSPECTION REPORT RATING

Ministry of the Environment, Conservation and Parks - Detailed Inspection Rating Record (Reporting Year - 2025-26)

DWS Name: HAMILTON TOWNSHIP DISTRIBUTION SYSTEM
DWS Number: 260039208
DWS Owner Name: THE CORPORATION OF THE TOWNSHIP OF HAMILTON
Municipal Location: COBOURG

Regulation: O.REG. 170/03
DWS Category: DW Municipal Residential
Type of Inspection: Focused
Compliance Assessment Start Date: May-26-2025
Ministry Office: Peterborough District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 181

Inspection Risk Rating:	0.00%
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FINAL INSPECTION RATING:	100.00%
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