



March 24, 2004

Larry McGregor
CAO
Town of Shelburne
203 Main Street East
Shelburne, ON
L0N 1S0

RE: Municipal Summary Report for the Period January 1, 2004– December 31, 2004

Dear Larry,

Attached is the 2004 Summary Report for the Shelburne Water Supply System. This report was prepared by OCWA on behalf of the Town of Shelburne in accordance with Schedule 22 of O.Reg 170/03 filed under the Safe Drinking Water Act (SDWA).

The Summary Report is required to be prepared, not later than March 31 of each year for the preceding calendar year and given to the members of the municipal council; please ensure this distribution.

Recently, we forwarded a copy of the 2004 Annual Report for the Shelburne Water Supply System that was prepared by OCWA on behalf of the Town of Shelburne and submitted to the Ministry of the Environment (MOE) as required by Section 11 of O.Reg 170/03. This report is required to be submitted to the MOE by not later than February 28 of each year.

Section 12 of O.Reg 170/03 requires both the Summary Report and Annual Report to be made available for inspection by any member of the public during normal business hours, without charge. These reports should be made available for inspection at the office of the municipality or at a location that is reasonably convenient to the users of this water supply.

Please contact Koraya Walker, Process and Compliance Technician at the Orangeville Hub office on (519) 941-1938, should you have any questions regarding this enclosed report.

Yours truly,
Richard Merling.
Operations Manager
Ontario Clean Water Agency
Orangeville Hub



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

SHELBURNE WATER SUPPLY SYSTEM
Large Municipal Residential Drinking Water System

SCHEDULE 22
SUMMARY REPORT

For the period of
JANUARY 1, 2004 TO DECEMBER 31, 2004

Prepared for the Town of Shelburne
By the Ontario Clean Water Agency

Shelburne Drinking-Water System, 2004 Summary Report

Introduction

Schedule 22 of O.Reg 170/03 requires the preparation by the water system owner of a "Summary Report for Municipalities". This requirement is applicable only to large and small municipal residential systems. The Shelburne Water Supply System is categorized as a Large Municipal Residential Drinking Water System.

The Summary Report for the preceding year is to be issued by March 31 of the following year. This report was prepared by the Ontario Clean Water Agency on behalf of the Town of Shelburne.

Distribution of the Summary Report is a function of ownership. When a municipality owns a water supply then all members of council are to receive the report. If owned by a municipal service board established under Section 195 of the Municipal Act, 2001 then all members of that board are to receive the report. And finally, where the water supply provides water to another municipality under a contract then the water supply owner shall, give by March 31 a copy of the Summary Report to the municipality being supplied.

The contents of the Summary Report for the municipalities must include the following:

1. A list of the requirements of the Safe Drinking Water Act and it's Regulations that the water system failed to meet during the report period, including the duration of the failure.
2. A list of the requirements of the water system's Certificate of Approval that the water system failed to meet during the report period, including the duration of the failure.
3. A list of any Orders that the water system failed to meet during the report time frame, including the duration of the failure.
4. For each of the above failures, a description of the measures taken to correct the failure.
5. A summary of the quantities and flow rates of water supplied "including monthly average, maximum daily flows and daily instantaneous peak flow rates." (*Information is to enable the owner to assess the capability of the water system to meet existing and future demand*).
6. A statement that captures the comparison of the flow information to the rated capacity and flow rates approved in the water supply's approval.

Issues of Non-Compliance

The following table lists the requirements of the Act, Regulations, System Approval (s) and any Order that the system failed to meet at any time during this reporting period and the measures taken to correct each failure:

Drinking Water Legislation	Requirement(s) the System Failed to Meet	Duration	Corrective Action(s)	Status
C of A 3032-5RBP8E	Discharging as highlighted in condition 3.11 of the system C of A.	Jan 1 – Feb 27/04	The use of sodium bisulphate pucks was implemented to dechlorinate wastewater from pumphouse 3 before discharging outside the building.	Closed
O.Reg 170/03	A chlorine residual was not taken at the same time as collecting a microbiological sample as required by schedule 6 of O.Reg 170/03.	Feb 9/04	A Standard Operating Procedure was implemented for bacteriological sampling and clearly states a chlorine residual must be taken and recorded.	Closed
C of A 3032-5RBP8E	The operations manual requires updating to be in compliance with the system C of A section 6.	Sep 9 – Dec 31/04	Updating of the operations manual will be done once the system upgrades are completed.	On-going
O.Reg 903	Well PW3 air vent was not screened as required by O.Reg 903.	Sep 9 – Sep 13/04	A screen was installed to the air vent of PW3 to prevent the potential of contaminants entering the well.	Closed
PTTW 92-P-2042	Well PW2 exceeded the approved daily volume of the PTTW.	Oct 19/04	The volume was recorded over a 26 hour period. Once the volume was extrapolated over 24 hours the volume did not exceed the PTTW.	Closed

Assessment of System Flows and Rates of Water Taking

The following table lists the quantities and flow rates of the water supplied during this reporting period, including monthly average and maximum daily flows, daily instantaneous peak flow rates and a comparison to the rated capacity and flow rates specified in the system approval:

Approved Volume (m³/day): 1,637
Approved Flow Rate (L/min): 1,140

Well # 1	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/min)	% of Approved Flow Rate
January	Well off line	0	Well off line	0	Well off line	0
February		0		0		
March		0		0		
April		0		0		
May		0		0		
June		0		0		
July		0		0		
August		0		0		
September		0		0		
October		0		0		
November		0		0		
December		0		0		

Approved Volume (m³/day): 979
Approved Flow Rate (L/min): 680

Well # 2	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/min)	% of Approved Flow Rate
January	457.6	46.7	603.5	61.6	630	92.6
February	435.6	44.4	592.0	60.4	630	92.6
March	420.4	42.9	711.4	72.6	630	92.6
April	403.5	41.2	810.6	82.7	630	92.6
May	417.9	42.6	658.0	67.2	630	92.6
June	472.1	48.2	838.7	85.6	630	92.6
July	478.8	48.9	644.8	65.8	630	92.6
August	445.9	45.5	680.8	69.5	630	92.6

September	395.2	40.3	775.5	79.2	630	92.6
October	462.7	47.2	1021.6	104.3	630	92.6
November	398.9	40.7	584.7	59.7	630	92.6
December	Well off line for system upgrades.					

* Flow control valve (FCV) in place at well 2, pre-set at 630 L/min.

Approved Volume (m³/day): 1,309

Approved Flow Rate (L/min): 909

Well # 3	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/min)	% of Approved Flow Rate
January	560.1	42.7	753.8	57.5	768	84.4
February	583.3	44.5	835.7	63.8	768	84.4
March	460.1	35.1	985.3	75.2	768	84.4
April	586.5	44.8	833.8	63.6	768	84.4
May	588.7	44.9	895.0	68.3	768	84.4
June	621.3	47.4	986.1	75.3	768	84.4
July	606.6	46.3	821.0	62.7	768	84.4
August	627.8	47.9	844.3	64.4	768	84.4
September	686.2	52.4	923.2	70.5	768	84.4
October	579.4	44.2	977.2	74.6	768	84.4
November	518.6	39.6	769.1	58.7	768	84.4
December	813.9	62.1	1012.2	77.3	768	84.4

* Flow control valve (FCV) in place at well 3, pre-set at 768 L/min.

Approved Volume (m³/day): 1,964

Approved Flow Rate (L/min): 1,364

Well # 5	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/min)	% of Approved Flow Rate
January	386.2	19.6	729	37.1	1236	90.6
February	352.8	17.9	834	42.4	1236	90.6
March	447.9	22.8	1206	61.4	1236	90.6

April	382.6	19.4	761	38.7	1236	90.6
May	382.4	19.4	737	37.5	1236	90.6
June	405.1	20.6	796	40.5	1236	90.6
July	403.9	20.5	814	41.4	1236	90.6
August	419.3	21.3	951	48.4	1236	90.6
September	383.6	19.5	649	33.0	1236	90.6
October	351.6	17.9	1459	74.2	1236	90.6
November	373.4	19.0	696	35.4	1236	90.6
December	316.5	16.1	1046	53.2	1236	90.6

* Flow control valve (FCV) in place at well 5, pre-set at 1,236 L/min.

Approved Volume (m³/day): 1,964

Approved Flow Rate (L/min): 1,364

Well # 6	Avg Daily Volume (m³)	% of Approved Volume	Max Daily Volume (m³)	% of Approved Volume	Peak Flow Rate (L/min)	% of Approved Flow Rate
January	236.5	12.0	572.5	29.1	984	72.1
February	238.8	12.1	552.7	28.1	984	72.1
March	276.0	14.0	675.9	34.4	984	72.1
April	214.5	10.9	473.1	24.0	984	72.1
May	293.1	14.9	690.5	35.1	984	72.1
June	313.4	15.9	556.0	28.3	984	72.1
July	306.2	15.5	481.0	24.4	984	72.1
August	266.3	13.5	516.0	26.2	984	72.1
September	357.3	18.1	692.7	35.2	984	72.1
October	348.6	17.7	1040.2	52.9	984	72.1
November	295.8	15.0	498.6	25.3	984	72.1
December	397.5	20.2	850.1	43.2	984	72.1

* Flow control valve (FCV) in place at well 6, pre-set at 984 L/min.