

## Application Summary

## General Information and Instructions

### General

### Notice of Collection

Section 34.1 of the *Ontario Water Resources Act (OWRA)*, and section 4 of O. Reg. 387/04 made under the *OWRA*, and the *Environmental Bill of Rights, C. 28, Statutes of Ontario, 1993, (EBR)* authorize the collection of personal and other information required to complete this application form.

The information in the application will be used to process the Permit to Take Water, an instrument required by section 34 of the *Ontario Water Resources Act (OWRA)* for a regulated water-taking. With the exception of payment information, the information submitted in the application form will be accessible to the public and will be used to assist the ministry's compliance and enforcement activities under the *OWRA*.

The applicant, at the time of submission, may claim confidentiality in respect of information submitted in support of the application but such a claim will be subject to the requirements of the *Freedom of Information and Protection of Privacy Act* and the Environmental Registry. Questions about the collection of information can be directed to:

Client Services and Permissions Branch (CSPB)  
Ministry of the Environment, Conservation and Parks (MECP)  
[135 St. Clair Avenue West, 1st Floor](#)  
Toronto, Ontario  
M4V 1P5  
By phone: 416-314-8001 (Toll-free: 1-800-461-6290),  
By email: [enviropemissions@ontario.ca](mailto:enviropemissions@ontario.ca)

### Instructions:

1. Questions regarding completion and submission of this application should be directed to the Client Service and Permissions Branch of the Ministry of the Environment, Conservation and Parks. Contact information is available on the [Permits to take water website](#)
2. This application form contains supporting help text that may assist you in completing the application form. Any additional questions may be directed to the Client Service and Permissions Branch.
3. A complete application consists of:
  - All applicable questions answered accurately and completely

- All required supporting information and documents submitted with the application
  - Applicable application fee paid
4. The ministry may require additional information during the technical review of any application initially accepted as complete.
  5. Information contained in this application form is not considered confidential and will be made available to the public upon request. Information submitted as supporting information may be claimed as confidential but will be subject to the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and the EBR. If you do not claim confidentiality at the time of submitting the information, the Ministry of the Environment, Conservation and Parks may make the information available to the public without further notice to you. If you are identifying confidential material, please indicate why you believe the information is confidential.

## Applicant Information

### Legal / Business Name

CORPORATION OF THE TOWN OF GREATER NAPANEE

### Applicant/Organization Type

### CRA Business No.

\*\*\*\*\*1454

### Contact Person

#### Last Name

Kelly

#### First Name

Kristie

#### Job Title

Director of Environmental Services

#### Telephone No.

(613) 776-1036

#### Cell No.

(613) 561-2941

#### Fax No.

(613) 776-1036

### Email Address

[kkelly@greaternapanee.com](mailto:kkelly@greaternapanee.com)

### Business Mailing Address

99 ADVANCE A NAPANEE

### Postal/Zip Code

K7R 3Y5

### Province/State

ONTARIO

### Physical Civic Address

99 ADVANCE A NAPANEE

### Postal/Zip Code

K7R 3Y5

### Province/State

ONTARIO

## Application Details

On this page, you'll answer some basic questions about your application that will help us determine:

- The questions you need to answer
- The fee that you should pay

### Classification

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Category 3

### Pumping Test

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Is this application for a pumping test ?

No

### Additional Information

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Water Taking Description:\*

Construction dewatering for construction of upgrades at the Napanee Water Pollution Control Plant.

Water Taking Needs (rates, amounts and time periods)

Base groundwater flow of 330,000 L/day. Estimated peak groundwater flow of 1,521,000 L/day.

Duration of approximately 18 months. Anticipated start in Summer 2025.

### Pre-submission Consultation

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Have you completed a pre-submission consultation with the [Client Services and Permissions Branch](#)?

Yes

### Proof of Pre-Submission Consultation

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Attaching file online? \*

Yes

Attached File	Uploader	Upload Date
Permissions Branch Pre-consultation.PDF	Paul Coulson	2025-02-18 14:30:35.0

### Project Qualified Person

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If a qualified person is required to deal with technical matters based on the requirements outlined in the [PTTW guide](#), you must identify the qualified person in your application. To identify a qualified person to your application, return to the **Manage permissions** tab and select "**Assign Application**". Please note that you must have already linked your Business or Individual account to the qualified person's Representative account.

As outlined in the [guide](#), has a qualified person been consulted for surface water taking ?

No

Provide an explanation for not consulting with a qualified person if needed.  
No surface water taking is proposed.

As outlined in the [guide](#), has a qualified person been consulted for ground water taking ? Yes

### Source Protection

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Have you looked at the [source protection map](#) to see if your water taking is affected by any Source Protection policies? Yes

Please note that if your proposed water taking is located in a WHPA-Q1 with a significant stress level, all water takings are considered a significant drinking water threat.  
If your proposed water taking is located in a WHPA-Q1 with a moderate stress level, new or increased water takings are considered a significant drinking water threat.  
If your taking is considered a significant drinking water threat, it is recommended that you contact your [regional office](#) to further discuss your application.  
If your proposed water taking is a renewal of an existing taking located in a WHPA-Q1 with a moderate risk level, it is considered a moderate drinking water threat.

Are any of your proposed water takings located in a vulnerable area such as a Wellhead Protection Area Q1? No

The fee for this application is \$3000

Is this application for Agriculture or Aquaculture? No

### Source Information

#### Instructions:

On this page, you will enter information about each source that you plan to take water from at each site indicated in the previous section. Each source will have its own set of UTM coordinates. For the purposes of this application form, a source is the location where water is being taken from and can include a lake, a pond, a watercourse or a well. You can add a source by clicking on the blue button 'Add Source'. Various water taking activities can be added under each source.

#### For Excavation/Dewatering:

Please select the source 'Pond' if you are removing water from an excavated site without using a dewatering well. For the purposes of this application, an excavated site shall generally be considered an isolated pond.

Napanee Water Pollution Control Plant

Address

Special Policy Area

300 Water ST W, ONTARIO, K7R 1X3

Is the applicant the owner of the site where water taking will occur? Yes

**Napanee WPCP Wells & Sumps/pumps**

Source

Source Type Well  
 Water Taking Source Groundwater  
 Well Record: \* N/A  
 Name of property owner at time of well construction Corporation of the Town of  
Greater Napanee  
 Has the well been deepened? No  
 Type of Well: \* Dug  
 Can you measure the depth to water in this well? \* No  
 Has a pumping test been done? \* No

Geographic (GPS) Coordinates (to be provided in Datum NAD83)

Method of Collection	Accuracy Estimate	UTM Zone	UTM East (M)	UTM North (M)
Map	1-10 M(Map)	18	343426.54	4900353.92

Watershed Name	Watershed Use - Annual	Watershed Use - Summer
Napanee River	N/A	N/A

Source Protection Area

Source Protection Area (SPA) Quinte	Wellhead Protection Area Q1 No	Wellhead Protection Area Q1 Stress N/A
Intake Protection Zone Q1 No	Intake Protection Zone Q1 - Stress N/A	

Well Related Information

Are you aware of any complaints resulting from taking water from this source? \* No  
 Are you aware of any impacts resulting from taking water from this source? \* No  
 Will water from the source be packaged in a container (bottled water, tanks)? \* No

Are wells located within 500 m of the source where water taking will occur?\* Yes

What is the distance to the nearest well? (in metres) 60

Is municipal water available to all dwellings within 500m of source where water taking will occur? \* Yes

Estimate start date of water taking \* 2025-06-20

Are you requesting the maximum period of issuance? \* No

How long will you require a Permit for? 18 Months

**Water Taking Information (Units in Litres)**

Descriptor (i.e. Nickname)	Purpose Category	Specific Purpose	Activity	Maximum rate per minute	Maximum number of hours of taking a day	Maximum volume per day	Typical volume per day	Maximum number of days of taking in a year	Earliest month of taking	Latest month of taking
Napanee WPCP Wells Sumps/Pumps	23 - Construction	Construction	Dewatering	4225	24	1521000	330000	365	January	December

**Water Takings (Table A)**

Descriptor (i.e. Nickname)	Purpose Category	Specific Purpose	Activity	Maximum rate per minute	Maximum number of hours of taking a day	Maximum volume per day	Typical volume per day	Maximum number of days of taking in a year	Earliest month of taking	Latest month of taking
<b>Site Name:</b> Napanee Water Pollution Control Plant 300 Water ST W, ONTARIO, K7R 1X3						<b>Special Policy Area:</b>				
<b>Source Name:</b> Napanee WPCP Wells & Sumps/pumps						<b>UTM:</b> 18 / 343426.54 / 4900353.92				
Napanee WPCP Wells Sumps/Pumps	23 - Construction	Construction	Dewatering	4225	24	1521000	330000	365	January	December
Calculated Total Maximum Daily Volume (L/day)						1521000	Total Number of Well Intakes		1	

Actual Total Maximum Daily Volume (L/day):\* 1521000

Provide explanation if Actual Total Maximum Daily Volume is different than Total Maximum Daily Volume

## Regulatory Requirements

### Environmental Bill of Rights (EBR) Requirements

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Is your project/activity subject to the *Environmental Assessment Act*?\* Yes

Please select the Schedule for EAA.\* Schedule C

### Notice of Completion

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Attaching file online? \* Yes

Attached File	Uploader	Upload Date
PIC Completion_8Jul21_Beaver.PDF	Paul Coulson	2025-02-18 14:37:21.0

Did the project receive any Part II Orders / Bump-Up requests?\* No

List any public consultation/notification that has occurred through the Environmental Assessment process (i.e., public hearings, notification letters, etc.)  
Public information centres were held in accordance with MCEA process requirements.

Is this application for water taking to extend for a period of less than one year?\* No

Is this application for agricultural use? No

### Public Notification and Consultation

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Has any public consultation occurred? Yes

### Proof of Consultation/Notification

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Attaching file online? \* Yes

Attached File	Uploader	Upload Date
Sign-in Sheet.PDF	Paul Coulson	2025-02-18 14:37:21.0

List any public consultation/notification that has occurred related to the proposed water taking (i.e., public hearings, notification letters, etc.)  
Public Information Centres held on April 12, 2021, May 7, 2021, and September 14, 2023. Copy of the sign in sheet for 2023 is attached. They were not well attended.

## Water Conservation Measures

### Water Conservation Best Management Measures and Practices

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Is this application for short term water taking? (Less than one year)\* No

Select which of the following water conservation best management measures and practices that you have implemented or will implement for the duration of the permit :

Water Use Audit *	Not Applicable
Universal metering of all users (municipalities)*	Not Applicable
Water Efficient Fixtures/Equipment/Technology*	Not Applicable
Develop and Implement an Overall Water Conservation and Efficiency Program*	Not Applicable
Leak Detection/Loss Prevention/Control Program*	Not Applicable
Public/Employee Information/Education/Outreach*	Not Applicable
Landscaping techniques/Site and Urban Design Principles*	Not Applicable
Water Efficient production processes/practices (e.g. re-use of water)*	Not Applicable
Economic Incentives/Cost-Share/Full Costing recovery/tax credits/rebate programs*	Not Applicable

Other (please specify)

N/A

Of the measures and practices checked off above, provide specific details of the best management practices applied or to be applied including equipment (e.g. pump specification), processes, such as water used for industrial production and/or irrigation system(s), current and proposed technology, approach, processes and procedures.

N/A

For the above measures and practices, list information relevant for your sector and/or other sources of information used in determining water conservation and efficiency management practices and measures:

N/A

Identify any approval or certification that you have received for implementing water conservation and efficiency best management practices (e.g. Environmental Farm Plan, Audubon Cooperative Sanctuary Program for Golf Courses).

N/A

## Supporting Documents

[Map](#)

Attaching file online? \*

Yes



Attached File	Uploader	Upload Date
40745-02-HYG-09_rev1.PDF	Paul Coulson	2025-02-18 14:42:15.0

### Technical Study

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Attaching file online? \* Yes

Attached File	Uploader	Upload Date
40745 Napanee WPCP 2025.02.03.PDF	Paul Coulson	2025-02-18 14:42:15.0

### Other

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### Verification of Information

Each field marked by an asterisk (\*) must be completed.

### Person Certifying Information

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The person certifying that information being filed for this registration is complete and accurate must be one of those listed below.

Please indicate which option applies to this registration.

For individuals engaging in activities related to the Permit To Take Water Application.

I am the person that is engaging in activities related to the Permit To Take Water Application.

- For corporations engaging in activities related to the Permit To Take Water Application.  
I am an officer or director of a person who has authority to bind the corporation that is engaging in activities related to the Permit To Take Water Application.

For partnerships engaging in activities related to the Permit To Take Water Application.

I am an individual who is a partner in the partnership that is engaging in activities related to the Permit To Take Water Application.

I have been authorized by the applicant to prepare the technical materials that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief. The technical materials contained in this application are complete and accurate. I have the relevant education and experience necessary to provide this certification.

### Certification

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- I, the undersigned, hereby declare that to the best of my knowledge: The information contained herein and the information submitted in support of this application is complete and accurate in every way and I am aware of the penalties against providing false information.

Last Name  
Kelly

First Name  
Kristie

Company Name

CORPORATION OF THE TOWN OF GREATER  
NAPANEE

Title

Director of Environmental Services

Date (yyyy/mm/dd)

2025/02/20