

Measurements recorded in:  Metric  Imperial

A 058722

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Well Owner's Information

Mailing Address (Street Number/Name) \_\_\_\_\_ E-mail Address \_\_\_\_\_  Well Constructed by Well Owner

Municipality \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Telephone No. (inc. area code) \_\_\_\_\_

Well Location

Address of Well Location (Street Number/Name) \_\_\_\_\_ Township \_\_\_\_\_ Lot \_\_\_\_\_ Concession \_\_\_\_\_

County/District/Municipality \_\_\_\_\_ City/Town/Village \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

UTM Coordinates Zone \_\_\_\_\_ Easting \_\_\_\_\_ Northing \_\_\_\_\_ Municipal Plan and Sublot Number \_\_\_\_\_ Other \_\_\_\_\_

Overburden and Bedrock Materials/Abandonment Sealing Record (see instructions on the back of this form)

General Colour	Most Common Material	Other Materials	General Description	Depth (m/ft)
				From To
Grey	sand		Hard	0' 17'
Black	granite		Hard	17' 260'
Red	granite		Hard	260' 271'
Black	granite		Hard	271' 305'
Red/Black	granite		Soft	305' 380'
Black	granite		Soft	380' 400'

Annular Space

Depth Set at (m/ft)	Type of Sealant Used (Material and Type)	Volume Placed (m <sup>3</sup> /ft <sup>3</sup> )
From To		
20' 0'	Benbow Slurry	

Results of Well Yield Testing

Draw Down	Recovery	
	Time (min)	Water Level (m/ft)
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
10	10	10
15	15	15
20	20	20
25	25	25
30	30	30
40	40	40
50	50	50
60	60	60

Method of Construction

Cable Tool  Diamond  Rotary (Conventional)  Jetting  Rotary (Reverse)  Driving  Boring  Air percussion  Other, specify \_\_\_\_\_

Well Use

Public  Commercial  Not used  Domestic  Municipal  Dewatering  Livestock  Test Hole  Monitoring  Irrigation  Cooling & Air Conditioning  Industrial  Other, specify \_\_\_\_\_

Construction Record - Casing

Inside Diameter (cm/in)	Open Hole OR Material (Galvanized, Fibreglass, Concrete, Plastic, Steel)	Well Thickness (cm/in)	Depth (m/ft)		Status of Well
			From	To	
6.74	Steel	18.8	0	20	<input checked="" type="checkbox"/> Water Supply <input type="checkbox"/> Replacement Well <input type="checkbox"/> Test Hole <input type="checkbox"/> Recharge Well <input type="checkbox"/> Dewatering Well <input type="checkbox"/> Observation and/or Monitoring Hole <input type="checkbox"/> Alteration (Construction) <input type="checkbox"/> Abandoned, Insufficient Supply <input type="checkbox"/> Abandoned, Poor Water Quality <input type="checkbox"/> Abandoned, other, specify _____ <input type="checkbox"/> Other, specify _____

Construction Record - Screen

Outside Diameter (cm/in)	Material (Plastic, Galvanized, Steel)	Slot No.	Depth (m/ft)	
			From	To

Water Details

Water found at Depth (m/ft)	Kind of Water: <input type="checkbox"/> Fresh <input type="checkbox"/> Untested <input type="checkbox"/> Gas <input type="checkbox"/> Other, specify _____	Hole Diameter
		Depth (m/ft) From To
30.8		0 20 9 3/4
		20 400 6 1/8

Well Contractor and Well Technician Information

Business Name of Well Contractor \_\_\_\_\_ Well Contractor's Licence No. \_\_\_\_\_

Business Address (Street Number/Name) \_\_\_\_\_ Municipality \_\_\_\_\_

Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Business E-mail Address \_\_\_\_\_

Bus. Telephone No. (inc. area code) \_\_\_\_\_ Name of Well Technician (Last Name, First Name) \_\_\_\_\_

Well Technician's Licence No. \_\_\_\_\_ Signature of Technician and/or Contractor Date Submitted \_\_\_\_\_

Map of Well Location

Please provide a map below following instructions on the back.

Well owner's information package delivered  Yes  No

Date Package Delivered \_\_\_\_\_ Date Work Completed \_\_\_\_\_

Ministry Use Only

Audit No. Z 82832

# The Ontario Water Resources Act and Regulation 903

Certain Sections of the Ontario Water Resources Act are of interest to well owners. Parts of these are described below for your information.

- Under Section 30 (1) No person shall discharge or deposit any material directly into any well or place that may impair the quality of any water.
- Under Section 34 (3) No person shall take more than 50,000 litres of water in a day for purposes other than domestic, farm, or fire fighting without a permit issued by the Ministry.
- Under Section 34 (7) The Ministry may require the owner of a flowing well to stop the flow of water from the well.
- Under Section 30 (4) Well Contractors and Well Technicians operating in the Province are required to obtain the appropriate licences from the Ministry to carry on the business of constructing wells and to work at the construction of water wells.

Regulation 903 under the Ontario Water Resources Act prescribes the minimum construction (including abandonment) requirements as well as outlines the licensing requirements, conditions, and the roles and responsibilities required of licensed well contractors, well technicians, and well owners in supporting the regulation in Ontario. The owner of a well is required to maintain the well at all times after completion in such manner as to prevent the entry of surface water or foreign materials into the well. The well owner is required to abandon (plug) a well that is not used or maintained. The owner may be required to abandon the well with a measure sufficient to prevent impairment of the quality of ground water if salty, sulphurous, or other non-potable water is encountered in the well. For further information on well construction, well maintenance, and well abandonment, and applicable exemptions, please refer to the Ontario Water Resources Act and Regulation 903 available at [www.6-laws.gov.on.ca](http://www.6-laws.gov.on.ca).

## Instructions and Explanations for completing a Well Record

1. For use in the Province of Ontario only. This document is a permanent legal document. All APPLICABLE sections/items MUST be completed in full and ALL COPIES MUST be LEGIBLE to avoid errors in processing and to comply with the Regulation 903. Please PRINT if completing by hand.
2. The Ministry's copy (the WHITE) of the Well Record shall be returned to the Water Well Help Desk, Ministry of the Environment, 125 Resources Road, Toronto ON, M9P 3V6 within thirty (30) days after the date on which the well's structural stage is complete. The PINK copy shall be submitted to the Well Owner within fourteen (14) days after the date on which the well's structural stage is complete. The YELLOW copy is for the Well Contractor. The Well Contractor must retain a copy of the Well Record for a minimum of 2 years for future reference.
3. Not shaded fields are COMPLETION FIELDS and must be completed for all types of work, including abandonment, as applicable. Fields shaded in YELLOW must be completed for construction and abandonment work, as applicable.
4. All measurements MUST be recorded in the specified unit, metric or imperial. To indicate the unit used, check off the applicable box on the top of the form. Measurements must be reported to 1/16th of a metre if the unit is a metre. All measurements of depth MUST be referenced to ground surface.
5. Well Owner's Information: If the well owner is not an individual, circle the word Organization and print the Organization/Company Name in "Last Name/ Organization" field.
6. Well Location: Street Number/Name and City/Town/Village must be provided. If available, Geographic Township, Concession and Lot must be reported if the well is located in an area where such information exists. Current Municipality or Township, if reported, should be entered under "County/District/Municipality". UTM Coordinates must be recorded each time a Well Record is completed. Municipal Plan and Sublot Number may be provided, if available.
7. Abandonment details must be recorded in the "Overburden and Bedrock Materials/Abandonment Sealing Record" section. Indicate type of sealant used in "General Description" column and complete the "Depth" column.
8. Overburden and Bedrock Materials/Abandonment Sealing Record: For each formation encountered during construction, choose words from the lists below that best describe the formation on the basis of general colour, most common material, other materials, and general description of the formation. Print neatly in the correct columns.

General Colours		Materials					General Descriptions		
White	Yellow	Fr.	SR	Top Soil	Coarse Sand	Slate	Loose	Cemented	Previously Dug or Bored
Grey	Brown	Muck	Gravel	Limestone	Dolomite	Quartzite	Porous	Layered	Previously Drilled
Blue	Red	Peat	Stones	Fine Sand	Shale	Granite	Dense	Soft	Wood Fragments
Green	Black	Clay	Scudlers	Medium Sand	Sandstone	Greenstone	Packed	Hard	

- Clay Composed of very fine particles. Forms dense hard lumps or clods when dry and a very elastic putty-like mass when wet. It can be rolled between fingers to form a long, flexible ribbon.
- Silt Grain size midway between sand and clay. It may form clods which, when broken, feel soft and flaky. When moist, it will form a cast that can be handled freely without breaking. Rolled between thumb and finger, it will not "ribbon" but will give a broken appearance.
- Sand Grains are loose and granular and may be seen and felt readily. Squeezed in the hand when dry, it falls apart when the pressure is released. Squeezed when moist, it will form a cast that will crumble when touched. Should be listed as fine, medium or coarse.
- Gravel Rock fragments greater than 0.3 cm in diameter.

Example: Overburden and Bedrock Materials Record for construction (measurements recorded in metric)

General Colours	Most Common Material	Other Materials	General Descriptions	Depth	
				From	To
Brown	Top Soil			0	0.6
Grey	Coarse Sand	Gravel Silt	Loose Wood Fragments	0.6	13.0
Blue	Clay	SR, Stones	Dense	13.0	25.0
Brown	Fine Sand	Clay		25.0	31.0
Grey	Limestone		Porous, Hard	31.0	34.0

9. Water Level Measurements: Results of Well Yield Testing. Distance between the surface of the ground and the top of the water in the well.
10. Water Levels: Depth(s) at which water is found. The distance from the surface of the ground to the water bearing formation, or horizon, where water is found. There may be more than one water bearing formation.
11. Map of Well Location: Provide a map showing all property boundaries, and measurements sufficient to locate the well in relation to fixed points including an arrow indicating the North direction. In rural areas, one distance should be taken from a road and the other from either a road or a township lot line (Fig. 1). In a village, town or city, both distances should be taken from named streets (Fig. 2). In areas where it is difficult to obtain lot and concession numbers, sufficient information should be supplied in the diagram so that the well can be related to a known unit such as a main highway, railway, or municipality (Figs. 3 & 4). Detailed drawings can be provided as attachments not larger than leaflet size (8.5" by 14").



Fig. 1



Fig. 2



Fig. 3



Fig. 4

Personal information contained on this form is collected pursuant to sections 35-50 and ss. 75(2) of the Ontario Water Resources Act, R.S.O. 1990, c.40 and will be used for the purpose of registering your well (and any other public record purpose). Questions about this collection should be directed to the Water Well Help Desk, Ministry of the Environment, 125 Resources Road, Toronto ON, M9P 3V6 or 1 888-396-9355.

Cette formule est disponible en français.