



Urban Properties | Financial Incentive Program Guidelines

WATER QUALITY & HABITAT IMPROVEMENT PROGRAM

Current as of May 4, 2022



Conservation Halton has a lot of information and documents available to support landowners in both hard copy and online. To assist you in finding the information most relevant to you, documents have been organized into the following categories: Urban Properties, Countryside Properties and Agricultural Properties. Use the colour coding tag and symbology as a guide along your information gathering journey.

Agricultural Properties



Countryside Properties



Urban Properties





Conservation Halton

Water Quality and Habitat Improvement Program

URBAN PROPERTIES

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Program Background

Since 1994, Conservation Halton has provided technical and financial assistance to private landowners to assist them in implementing best management practices and conservation projects that improve and protect water quality and wildlife habitat. Citizens in urban, rural, and agricultural areas of Conservation Halton's watershed are encouraged and supported in taking responsibility for restoring and maintaining the quality of the environment in which they live.

This is the foundation upon which this Program, formerly known as the Hamilton-Halton Watershed Stewardship Program was developed in 1994 with the following partners:

Conservation Halton
Hamilton Conservation Authority
Bay Area Restoration Council

Program Purpose

The purpose of the Water Quality and Habitat Improvement Program (WQHIP) is to support landowners with a grant towards the cost of eligible projects they undertake on their land to improve local surface and ground water quality as well as fish and wildlife habitat through improved land management practices. All projects implemented under this program are voluntary.



Program Goals

- To provide technical and financial assistance to landowners and residents in Conservation Halton's watershed to achieve their environmental and stewardship goals;
- To promote and facilitate the adoption of environmentally sound land management practices to protect, restore, and enhance surface and groundwater, air, and soil quality and/or fish and wildlife habitat in Conservation Halton's watershed;
- To help protect agricultural lands as a natural resource of major importance in the area, while recognizing and supporting farmers and agricultural organizations as valuable contributors to the environment, community, and economy; and
- To promote healthy communities that respect the natural environment and water resources.

Program Process

Grant assistance is available to landowners who:

- build new structures, upgrade existing structures, and adopt practices which will improve existing problems as part of their water quality improvement plan;



- create or rehabilitate fish and wildlife habitat;
- demonstrate good land stewardship practices; and
- create educational opportunities or demonstration sites.

Projects will be pre-screened by staff for eligibility to ensure they meet guidelines. Projects will then be reviewed by the Project Technical Advisory Committee (PTAC) who will consider the merit of each project and score them accordingly.

There may be instances where Conservation Halton is the recipient of external grant funding that can be allocated to landowner projects. Under these circumstances, a PTAC review of the project may not be required.

There may be instances where landowners' proposed projects require review by one or more of the following: Ontario Ministry of Natural Resources and Forestry (MNRF), Ontario Ministry of the Environment, Conservation and Parks (MECP), Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA), local Medical Officer of Health, Ontario Soil and Crop Improvement Association (OSCIA), Conservation Halton (CH), Fisheries and Oceans Canada (DFO), or municipality, etc.

Approvals Committee: The Project Technical Advisory Committee (PTAC) acts as the Approvals Committee for all WQHIP project proposal applications as outlined in the PTAC Terms of Reference and ensures that the Water Quality and Habitat Improvement Program is administered in accordance with these guidelines.

PTAC consists of representatives from local agricultural organizations, environmental interest groups, citizens at large, as well as representation from local Conservation Authorities.

Conservation Halton staff provide support to landowners by offering free:

- Property site visits;
- Landowner consultations;
- Technical assistance for project design when appropriate;
- Education and outreach opportunities.



Landowner Financial Assistance and Project Eligibility

Grant Overview

The following grants are available to urban landowners in Conservation Halton's watershed who implement projects to improve water quality or habitat on their properties as outlined below. A single property may be eligible to receive grants under each category up to the category cap each calendar year (some exceptions apply). For large projects that are planned to be implemented in phases, applicants are encouraged to present the complete project as well as the immediate phase that is requesting funds. Each phase of the project must provide a demonstrable environmental improvement as determined by the PTAC.

Refer to Table 1 for a list of project categories and their associated grant rates and caps.

Note: WQHIP grants may be combined (stacked) with other cost share sources, and applicants are encouraged to seek additional funding. Combined grants are not to exceed 100% of total expenses. Applicants must inform Conservation Halton staff of additional cost share funding. Conservation Halton's Water Quality and Habitat Improvement Program is applied as the final funding. If a landowner receives funding from another source(s), their project will be eligible to receive the WQHIP grant rate for the remaining costs. For example:

Total Project Cost = \$1000

\$250 confirmed funding from other cost share source

\$750 remaining cost is eligible for WQHIP grant rate and cap.

Table 1: Projects Eligible for Funding

Project Type	Cost Share	Maximum Cost Share	Notes
Aquatic and Terrestrial Habitat Enhancement	75%	\$5,000	Per project
Education and Training	50%	\$500	Once per year per applicant
In-Stream Barrier Mitigation	75%	\$5,000	Per project
Invasive Species Management	50% -75%	\$5,000	Per project (specific rates and caps in chart below apply)
Rainwater Conservation	50%	\$2,500	Per project
Wellhead Abandonment – City of Hamilton	100%	\$1,000	Maximum 2 wells per property
Wellhead Abandonment – Halton Region	Offered Through Halton Region		
Wellhead Protection	100%	\$1000	Per property



Eligibility

1. A grant to implement a project through the Water Quality and Habitat Improvement Program may be paid to an individual applicant who:
 - is a resident of Ontario
 - is a registered owner of the property
2. The project must be located within Conservation Halton's jurisdiction and improve habitat and/or water quality.
3. The following costs are generally eligible for grant assistance:
 - required permits
 - purchased materials and supplies
 - professional fees
 - fees for design, construction, and supervision

NOTE: The labour and machinery use of the applicant, family dependents, and the applicant's business are not eligible.

4. All approvals and permits are the responsibility of the applicant. It is the applicant's responsibility to ensure that the project meets all legal requirements including (but not limited to):
 - Local municipal bylaws
 - Provincial and regional highway setbacks
 - Drainage Act
 - Federal and Provincial Acts
 - Canada Farm Building Code
 - Ontario Building Code
 - Conservation Authorities Act
5. Innovative technologies and projects that do not necessarily conform to the guidelines will be considered by the Project Technical Advisory Committee on a project-by-project basis. Applicants should contact program staff to determine the application requirements.
6. From time to time, Conservation Halton staff will review the eligible project types and guidelines and may alter these at their discretion.

Limitations to Grant Availability

1. Grants are limited to properties in Conservation Halton's watershed, with completed water quality and/or habitat improvement project plan designs.
2. Any applicant who proceeds with a project before it has been approved by the Project Technical Advisory Committee has no assurance that financial assistance will be provided.



3. An applicant must specify the year in which the project will be completed. If the project cannot be completed within the specified year, the grant may not be available. However, the applicant may appeal to Conservation Halton staff for an extension.
4. Funds will be allocated on a priority basis. Those projects with the higher potential for improving habitat and/or water quality will be considered first.
5. The grant will not be paid on HST if the applicant is entitled to an HST rebate.
6. Conservation Halton will set funding allocations annually. At that time, they may decide to set allocations for priority areas, and/or project categories. Funds may be limited based on this decision.
7. The number of grants available may be restricted to meet local priorities and budgets. Once the annual Water Quality and Habitat Improvement Program budget has been committed, no further approvals will be given.
8. It is possible that a project is evaluated as having merit but is not funded due to available funding being fully allocated to higher ranking projects. If the approved projects in a single year exceed the annual budget, the remaining approved un-funded projects may be resubmitted for re-scoring and approval the following year.

The Grant Process

How to Apply

1. Contact the Water Quality and Habitat Improvement Program at Conservation Halton (CH) (905-336-1158 x 2263) or by email at stewardship@hrca.on.ca to verify that your proposed project meets the guidelines and to arrange a site visit. CH staff are available to assist you with the planning of your project and applying to the program.
2. Complete and submit the WQHIP Application to Conservation Halton by the December 1st* deadline of the year prior to the year of project implementation. An Application Support Guide will be provided for clarification and to assist with the process.

* Application deadline may be extended in a given year. Please check online at: <https://conservationhalton.ca/financial-incentives> or contact your Landowner Outreach Technician to confirm the current year's deadline.

Grant Application Review Process

1. The Project Technical Advisory Committee reviews project applications once per year over a two-week period in January/February. Grant applications are anonymously presented to PTAC to review, evaluate, and score the projects based on their potential to protect and/or improve local habitat and/or water quality. All applicants are notified of their project scoring results in the week following the PTAC review.



2. The committee may pose questions to the applicant, a contractor listed on the application, or to CH staff and may have discussions about the project to determine a project's merit.
3. Project merit is assessed based on the following attributes:
 - The project directly addresses a water quality impairment;
 - The project directly addresses a habitat impairment;
 - The project contributes to improving water quality;
 - The project contributes to improving habitat quality;
 - The project is located adjacent to or in close proximity to a natural area; and
 - The project raises public awareness of water quality and habitat issues or opportunities.
4. PTAC members score each of the projects independently, based on the project's attributes.
5. After reviewing the responses of the PTAC members, Conservation Halton staff will rank the different projects and inform PTAC members of their decision to fund or not fund the grant applications.
6. Once the project proposal has been reviewed and approved by the Project Technical Advisory Committee, successful applicants will be notified to proceed with the project. If your project has not been approved, the reasons for this will be communicated. There may be an opportunity to resubmit the project application the following year after suggested changes have been made.
7. Once your project has been approved, you will be asked to review, sign, and return a WQHIP Agreement prior to commencing work. The agreement, alongside your application, will serve as the Project Agreement between you and Conservation Halton.

Project Closeout

1. Notify staff when the project is completed, paid for, and you have copies of all necessary permits and receipts. A site inspection is required to confirm that the project is complete. At that time, you can submit the financial tracking form, original invoices marked "paid", and a copy of cancelled cheques (front and back) or bank statement for all eligible project expenses to CH staff.
2. Within 4 weeks of a site inspection that determines that the work is complete and satisfactory, your pre-approved cost-share payment will be sent to you.

Timeline

ACTION	DATE
WQHIP Applications to be Submitted to Conservation Halton	December 1 st



PTAC Review meeting	January-February
Landowner Notification Letters Distributed	Late February
Project Agreement Established	Early March
Project Installations	March-November
Financial Tracking Submitted to Conservation Halton	ASAP, but no later than December 1 st
Grant Payment Issued (upon completion of inspection)	ASAP, but no later than December 15 th



Roles and Responsibilities

Conservation Halton (CH)

- Establishes and updates program guidelines as needed to ensure that the program is properly administered;
- Reviews the funding allocation regularly;
- Ensures that information on the administration of the program is available to all potential applicants;
- Establishes the WQHIP Project Guidelines with assistance from PTAC and partners and regularly reviews and evaluates the financial assistance framework to ensure the program is properly administered and the financial assistance available aligns with the goals of the WQHIP;
- Conducts site visits to identify project opportunities for the creation or enhancement of habitat and evaluates the potential sources, pathways, and magnitude of water quality impairment;
- Provides information to landowners regarding conservation practices, structures, and stewardship practices that may qualify for grants;
- Provides management choices and remedial options to reduce pollution potential from identified sources;
- Assists landowners with the completion of the Water Quality and Habitat Improvement Funding Application and Agreement;
- Reviews water quality and/or habitat improvement plans for acceptability for grant assistance;
- Ensures the anonymity of project applicants when grant applications/project proposals are presented to PTAC;
- Allocates funds based on the review, scoring, and ranking of PTAC;
- Communicates to all applicants the results of the PTAC review in writing;
- Verifies that projects have been completed;
- Ensures that payment is issued to the landowner upon project administrative completion; and,
- Undertakes monitoring of the completed project as written in the funding agreement.

The Project Technical Advisory Committee (PTAC)

- Is made up of industry professionals and community volunteers;
- Ensures that the WQHIP is administered in accordance with these guidelines; and,
- Evaluates and scores each project based on the attributes listed under the Grant Application Review Process above.

The Grant Applicant

- Contacts CH WQHIP staff to verify that the proposed project meets the grant eligibility requirements;
- Contacts CH WQHIP staff to arrange an on-site consultation;



- Completes the grant application to the best of their ability. CH WQHIP staff are available to assist;
- Ensures that the information on the grant application is complete and correct;
- When signing the grant application, agrees to maintain and use the new structures in accordance with their water quality improvement or habitat enhancement plan for a period of not less than 10 years or the life of the structure;
- Ensures that the project meets all relevant local, provincial, and federal laws and regulations;
- Ensures that appropriate permits are obtained prior to construction;
- Contacts CH promptly following completion so that verification of the completed projects can be made;
- Provides receipts for materials or items purchased and copies of supporting cancelled cheques or proof of financing in order to receive the grant, including completion of the Financial Tracking Form;
- Agrees to display a conservation project sign on their property in a location visible to the public;
- Agrees to inform CH if the property is sold to a new landowner in the future;
- Agrees to transfer a copy of the approved Water Quality and Habitat Improvement Funding Application and Agreement and associated documents to the new landowner (for information purposes only) if the property is sold in the future; and
- Gives permission to CH to photograph and promote the success of a particular project to demonstrate the positive actions that are being taken by the landowners in CH's watersheds.

Note: Although Conservation Halton may provide information regarding the applicant's water quality improvement plan, habitat enhancement plan, and the practices and structures contained in the plan, it is the responsibility of the applicant to ensure that the practices and structures undertaken are suitable to the applicant's operation and technically and structurally adequate.

Conservation Halton, Bay Area Restoration Council, PTAC Members, funding agencies or other review agencies (e.g., DFO, OMAFRA, MECP, MNRF, OSCIA, Local Medical Officer of Health) are not liable for any loss arising from the use of any advice or information provided as part of or under the Water Quality and Habitat Improvement Program.



Project Guidelines

Aquatic and Terrestrial Habitat Enhancement

Grant Rate and Cap: 75% up to \$5,000

Purpose:

- To restore, enhance, or create terrestrial and/or aquatic habitat.

Eligible Projects:

- Seeding, planting, or live staking of native species (e.g. riparian or pond buffer, replacement plantings)
- Habitat features (e.g., spawning substrate, turtle nesting bed, osprey platform, snake hibernaculum)
- Watercourse or stream channel reconstruction/enhancements
- Streambank stabilization



Project Details:

- Projects must obtain approvals from appropriate agencies (e.g., Conservation Halton, Municipality, etc.).
- WQHIP grants may be combined with other funding sources. Grants are not to exceed 100% of total expenses. Applicants must inform Conservation Halton staff of additional cost share funding.
- A plan is required specifying species, planting density, location, site preparation, and maintenance. For the greatest chance of success, the plan should be developed in conjunction with Conservation Halton staff or a private consultant.
- Trees must be planted in a manner that will not result in snow drift accumulation on the road. Trees should be located at least 30m back from the edge of the road.
- Proper site preparation is required for planting and seeding, including the removal of any invasive species.
- The applicant is responsible for the care and maintenance of plantings. Mowing may be needed during the establishment period to reduce competition from other vegetation.
- Appropriate native plant species are mandatory and must be approved by Conservation Halton staff. Invasive and non-native plant species are not eligible.
- Riparian zone and streambank stabilization plantings should be designed to establish a vigorous vegetative cover.
- Seeding should only take place when sufficient moisture is present, and the soil is rough enough to hold the seed.
- In some cases, native seeds, shrubs, trees, and other materials may be purchased by Conservation Halton staff at wholesale cost.

**Eligible Costs:**

- Materials, labour, equipment rentals, professional services, permits, and engineering fees
- Native seeds, plants, shrubs, and trees. Projects with herbaceous plant costs over \$6/unit, shrubs costs over \$12/unit and tree costs over \$20/unit will require strong rationale for consideration
- Tree protection (e.g., rodent guards, mulch, coco discs etc.)

Ineligible Costs:

- Commercial stock, horticultural orchard fruit trees, or Christmas tree species which are commercially marketable in less than 15 years
- Labour, mileage, in-kind contributions and/or machinery use of the applicant, family dependents and the applicant's business. Renting equipment may be eligible
- Purchasing equipment
- Non-native plant species
- Rip rap and gabion
- Armourstone
- New stream crossings



Education and Training

Cost-Share: 50% up to \$500

Purpose:

- To support a watershed resident in accessing an opportunity that relates to the protection, restoration, and enhancement of water, air, or soil quality, and/or fish and wildlife habitat as promoted by Conservation Halton.
- To provide support to organizations that wish to educate or train Conservation Halton watershed residents on water quality, habitat, or agri-environmental related subjects.

Eligible Projects:

- Educational and/or training course costs
- Production of new materials (e.g., brochures, pamphlets, etc.)
- Reprints and distribution of existing materials
- Development and implementation of new events (e.g., workshops, farm tours, etc.)
- Support of recurring events



Project Details:

- Applicants* will provide a plan identifying the need for the initiative, the target audience, goals and objectives, draft content, distribution plan, itemized cost estimates, timeline, and potential and secured funding.
- The plan must demonstrate that the project is a priority in the context of Conservation Halton's Water Quality and Habitat Improvement Program.
- Applicants are encouraged to seek multiple funding partners. Applicants must identify all funding (potential and received) from other partners or cost recovery aspects at the time of application.
- Applicants are encouraged to develop materials and events that address the needs of various stakeholders including agricultural, residential, commercial, and industrial.
- Projects must not duplicate the work being done or previously completed by other agencies or organizations. The Program will make use of existing educational materials and events whenever possible, providing that they adequately meet its objectives.
- Applicants are eligible for one grant per year for educational initiatives. The PTAC may consider additional project proposal applications from one group if funds remain at the end of the Program year.
- Projects initiated by for-profit companies and organizations, government or government agencies, and conservation authorities are not eligible.
- The Program will not fund projects targeted at audiences exclusively outside of Conservation Halton's watershed.
- Successful applicants will consult with Conservation Halton WQHIP staff on the final content and layout of publications and events to ensure that Program objectives are met.

**Eligible Costs:**

- Material costs
- Professional/speaker fees
- Translation
- Printing costs
- Rental of halls or equipment for events
- Permits and approvals
- Meals and non-alcoholic beverages

Ineligible Costs:

- Purchase of equipment
- On-going operating and capital costs (e.g., costs associated with an annual general meeting)
- Courses that solely benefit an individual
- Labour and machinery use of the applicant, the applicant's family, and/or the applicant's business
- Mileage

* An 'applicant' represents the interests of their organization at its highest representative level. Therefore, individual applications, without the consent of their organization, will not be considered. Funding allocated to the applicant will be considered as funding to the entire organization and will be subject to the yearly grant maximum.



In-Stream Barrier Mitigation

Grant Rate and Cap: 75% up to \$5,000

Purpose:

- To restore or enhance aquatic habitat through the remediation of an existing impairment to fisheries habitat. Impairments may include, but are not limited to, online ponds, dams, culverts, etc.

Eligible Project Types:

- Bypass Channel
- Dam Removal
- Debris Removal
- In-stream Barrier Mitigation
- Culvert Replacement or Upgrade
- Online Pond Mitigation

Project Details:

- Projects must obtain approval from appropriate agencies (e.g. Conservation Authority, OMAFRA, DFO, MNRF, Municipality, etc.). Projects on Municipal Drains must be approved by the applicable Drainage Superintendent.
- Project must remediate an existing water quality impairment.
- During construction all erosion control measures shall be implemented.
- For larger or more complex projects, engineered designs may be advised.
- Structures should be properly engineered to withstand expected water volume and velocities. The applicant and their contractor/engineer will be responsible for the structural integrity of the project.

Eligible Costs:

- Materials
- Labour
- Equipment rentals
- Professional services
- Permits
- Engineering and consulting fees

Ineligible Costs:

- Projects without adequate sediment control
- Labour, mileage, in-kind contributions and/or machinery use of the applicant, family dependents, and the applicant's business
- Installation or repair of the tile drainage system
- Maintenance of installed structures



Invasive Plant Species Control

Grant Rate and Cap: 50% - 75% up to \$5,000 (see Grant Rates and Caps in chart below)

Purpose:

- To support the implementation of best management practices to remove, control, and prevent the spread of invasive plant species and help enhance biodiversity.

Eligible Projects:

- Removal of invasive plant species such as *Phragmites*, Dog-Strangling Vine, Japanese Knotweed, Common Buckthorn, etc. For a full list of eligible species, visit www.invadingspecies.com



Note: Best Management Practices often recommend planting native tree and shrub species once the targeted invasive species population is eradicated or under control. If dealing with a large infestation, it is sometimes best to remove the invasive plant and re-plant in phases to avoid other invasive species moving in. Re-planting with native species will help jump-start natural succession and increase biodiversity in the area. Higher consideration may be given to invasive plant species control projects that are paired with a native tree, shrub, herbaceous plant and/or grass planting project application. Projects proposing non-native species alternatives and lawn alternatives post removal will not be considered. Best Management Practices for Invasive Plant Species in Ontario can be found at www.ontarioinvasiveplants.ca



Invasive Species Type	Description of Eligible Project	Grant Rate	Grant Cap
Herbaceous Plants and Grasses	Property within 100 meters of an Environmentally Significant Area (ESA), Area of Natural and Scientific Interest (ANSI), Significant Woodland, Provincially Significant Wetland (PSW) and/or wetland complex, 10 acres or greater in size. Funding to pay for contractors to remove invasive species using Integrated Pest Management (IPM).	75%	\$5,000
Woody Shrubs			\$5,000
Trees			\$5,000
Herbaceous Plants and Grasses	Property greater than 100 meters away from an ESA, ANSI, Significant Woodland, PSW and/or wetland complex, 10 acres or greater in size. Funding to pay for contractors to remove invasive species using IPM.	50%	\$2,500
Woody Shrubs			\$5,000
Herbaceous Plants and Grasses	Property within 100 meters of an ESA, ANSI, Significant Woodland, PSW and/or wetland complex, less than 10 acres in size. Funding to pay for contractors to remove invasive species using IPM.	50%	\$500
Woody Shrubs			\$1,000
Trees			\$1,000
Herbaceous Plants and Grasses	Property greater than 100 meters away from an ESA, ANSI, Significant Woodland, PSW and/or wetland complex, less than 10 acres in size. Funding to pay for contractors to remove invasive species using IPM.	50%	\$250
Woody Shrubs			\$500
Herbaceous Plants and Grasses	Projects occurring within the floodplain of a creek. Funding to pay for contractors to remove invasive species using IPM.	75%	\$2,500
Woody Shrubs			\$5,000
Trees			\$5,000

Eligible Costs:

- Professional contracting services for removal/control of invasive plant species. Full list of eligible species found at www.invadingspecies.com
- Project costs could include the following:
 - Development of invasive plant species management plan
 - Materials, labour, equipment rentals, permits, and engineering fees
 - Use of specialized equipment for removal
 - Appropriate disposal of vegetation

Ineligible Costs:

- Major clearing of field or forest landscapes
- Purchase of cultivation equipment, including equipment used primarily for general vegetation control (e.g., tillers, mowers, etc.)
- Chemicals (herbicides), unless proven to be the most effective means of control with a support letter from technical specialist or other supporting information deemed appropriate
- Purchase of chemical spraying equipment
- Control and management of plants not identified as invasive (full list of eligible species at www.invadingspecies.com)
- Fuel costs



Rainwater Conservation

Grant Rate and Cap: 50% up to \$2,500

Purpose:

Reduce imperviousness and increase infiltration or storage of rainwater to reduce the volume and improve the quality of stormwater runoff flowing directly into local watercourses or designated natural areas and/or into the municipal sewer system.

Eligible Projects:

- Bioswales
- Infiltration trenches
- Soakaway pits/Rain gardens
- Water retention/Storage systems
- Detention basins
- Permeable pavement/pavers
- Projects that demonstrate the retention, infiltration, or conservation of rainwater (e.g. pollinator garden)



Project Details:

- Evidence of the interception of stormwater drainage from the proposed project location to the municipal system or directly to a watercourse must be present.
- Any excess flow must drain onto the applicant's property.
- Priority will be given to properties serviced by combined sewers and projects incorporating more than one project type to reduce stormwater runoff.
- Downspout disconnections and excavated projects must occur a minimum of 3 m from building foundations.
- Bioretention projects, soakaway pits, and infiltration trenches must be:
 - Located in a relatively flat area and out of areas where the water table is high;
 - Sized appropriately and with amended soils where the infiltration test has indicated the soils are poorly drained; and
 - Installed with a drain or overflow to accommodate large storm events.
- Detention basins and stormwater quality control basins must be professionally designed.

Eligible Costs:

- Materials and supplies
- Contractor labour
- Equipment rentals
- Professional services
- Permits
- Engineering and consulting fees
- Native plant species

**Ineligible Costs:**

- Labour, mileage, in-kind contributions and/or machinery use of the applicant, family dependents, and the applicant's business
- Non-native plant species
- Disposal fees
- Equipment purchases



Wellhead Abandonment – City of Hamilton

Cost Share Details: 100% up to \$1,000 per well

Purpose:

- To prevent groundwater contamination via improperly abandoned or unused wells by encouraging the proper plugging of wells that are dry or no longer used.

Eligible Projects:

- Proper plugging of unused wells (dug, bored, or drilled) by a licensed well contractor.

Project Details:

- Must comply with Ontario Ministry of the Environment, Conservation and Parks (MECP) procedures for plugging or abandoning unused water wells according to Ontario Regulation 903 under the Ontario Water Resources Act.
- A drilled well inside a dug well is considered one project and therefore qualifies for one grant only.
- The contractor is required to complete a Ministry of the Environment, Conservation and Parks Well Record to document the steps taken to plug the well. A copy of the well record must be submitted upon completion to the program representative.
- If you have an existing well record for the well that you are proposing to upgrade, please include a copy with the application form. If you do not have a well record, please see below for guidance on determining if a well record exists.
- Information on licensed well contractors and well records can be found on the Ministry of the Environment, Conservation and Parks website: Directory of Licensed Well Contractors in Ontario <https://www.ontario.ca/page/find-licensed-well-contractors> or by contacting the Water Well Help Desk at 1-888-396-WELL (9355) or wellshelpdesk@ontario.ca

Eligible Costs:

- Licensed contractor fees
- Any labour or materials associated with proper well plugging procedures

Ineligible Costs:

- Labour and machinery use of the applicant, family dependents, and the applicant's business
- Grant will not be paid on HST if the applicant is entitled to a HST rebate



Wellhead Abandonment - Halton Region

Cost Share Details: 50% up to \$1000 per well

****This project is offered directly through Halton Region's Residential Private Well Decommissioning Grant Program. Details can be found at:***

<https://www.halton.ca/For-Residents/Water-and-Environment/Water-Quality-Protection/Well-Water/Residential-Well-Decommissioning-Grant>



Wellhead Protection (Upgrades)

Cost Share Details: 100% up to \$1000 per well

Purpose:

- To reduce the risk of contamination of well water by implementing proper construction and maintenance practices and safeguards for existing wells.

Eligible Projects:

- Upgrading water wells to meet Ontario Regulation 903 of the Ontario Water Resources Act including:
 - Installing pitless adapter and filling drilled well pits;
 - Grading and permanently seeding soil surface to divert water away from well head;
 - Sealing annular space around well casing;
 - Upgrading or replacement of casing;
 - Extending well casing to 16" (40 cm) above finished ground level; and
 - Installing proper well head caps (vermin proof).

Project Details:

- In accordance with Regulation 903 of the Ontario Water Resources Act, any alteration to the well must be completed by a licensed well contractor. The contractor is required to complete a Ministry of the Environment, Conservation and Parks Well Record to document works undertaken on the well. A copy of the Well Record must be submitted upon completion to program staff.
- Where a contractor determines an existing well cannot be upgraded, funding may be provided for the drilling of a replacement well on the condition the old well is properly decommissioned. If a replacement well must be drilled, all reasonable attempts must be made to achieve adequate separation distances from potential sources of contamination. Conservation Halton WQHIP staff can assist with this.
- Information on licensed well contractors and well records can be found on the Ministry of the Environment, Conservation and Park's website: Directory of Licensed Well Contractors in Ontario: <http://www.waterwellontario.ca/>

Eligible Costs:

- Licensed contractor fees
- Materials and labour (other than that of the applicant or the applicant's family)
- Wiring and plumbing costs associated with well upgrades
- Drilling of new wells, if the existing well cannot be upgraded. To be eligible, existing wells must be properly decommissioned. Applications for well upgrades on properties which have the ability to connect to municipal water service will require additional justification and consultation with Conservation Halton staff

Ineligible Costs:

- Well pumps
- Water purification or treatment systems



- Labour and machinery use of the applicant, the applicant's family, and/or the applicant's business
- Well upgrades in buildings. They will be considered for the well decommissioning grant