**Water Control Works Occurrence Complaint Form**

**Complainant Name(s):**
__________________________________________

**Mailing address** ___________________________ **City** ___________ **Postal Code** ________

**Phone No.** ___________________________ **Cellular No.** ___________________________ **Fax No.** ___________

**Location of Residence** ___________________________ **Email** ___________________________

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**Description of Impacts:**

- [ ] Flooding  
- [ ] Erosion  
- [ ] Siltation  
- [ ] Other; please specify: ___________________________

**Location of impacted land/infrastructure:** ___________________________  

(SECTION/TOWNSHIP/RANGE)

**Municipality impacted lands are located in:** ___________________________

**What is the size/acreage of land parcel affected?** ___________________________

**How long have the impacts been occurring?** ___________________________

**How are you impacted?** ___________________________

**How long have you owned/resided/operated the impacted land?** ___________________________

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**Cause of Impacts:**

Describe the water control works that are believed to be causing the impacts (Please include location of water control works): ___________________________

__________________________________________

When were water control works constructed/installed? ___________________________

Indicate owner or authority responsible for the water control works:

**Name(s):**
__________________________________________

**Mailing address** ___________________________ **City** ___________ **Postal Code** ________

**Phone No.** ___________________________ **Cellular No.** ___________________________ **Fax No.** ___________

**Location of Residence** ___________________________ **Email** ___________________________

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**History of attempted resolution:**

Have you contacted the person or authority responsible for the water control works considered to be causing the impacts?  
[ ] Yes  [ ] No

If yes, please describe attempts made below:

- a) When, where, and how was contact made? ___________________________

- b) Result of contact: ___________________________

If not, why not? ___________________________

Have you contacted your Municipality for assistance?  
[ ] Yes  [ ] No

If so, who did you talk to? (please include phone number) ___________________________

- What was their response? ___________________________

If not, why not? ___________________________

What do you see as the best solution to the issue? ___________________________
Additional Information:
Please provide any information, evidence or photos that you feel would assist in investigating this complaint:

________________________________
________________________________
________________________________
________________________________
________________________________
________________________________
________________________________
________________________________

The space below is provided for a sketch plan of the issue. Please indicate the location of water control works that are believed to be causing impacts, the location of impacted lands/infrastructure, lands that you have a vested interest in or infrastructure that you are responsible for, any landmarks, flow direction, drains, culverts, roads, and a directional north arrow.

Water Stewardship does not reveal the identity of the complainant to others but, should this complaint result in enforcement action leading to a Municipal Board hearing or Provincial Court hearing, the complainant may be called to testify as a witness in the case.

________________________________
SIGNATURE OF COMPLAINTANT

Dated at ______________________________ this __________ day of ______________, 20___
CITY/TOWN
MONTH

FOR OFFICE USE ONLY
Date received __________________________ Received by __________________________
Office location ________________________ Watershed/aquifer/basin ________________________
Date inspected ________________________ Date concluded ________________________ File No. ________________________

October 1, 2010