

# Well Sealing Report



Sheet \_\_\_ of \_\_\_

Please print legibly / See report completion guide for notes & definitions of abbreviations

Form No. WELLSEAL-V01

<p><b>Owner Name:</b>                  _____                  First Last</p> <p>Mailing Address _____                  Town/City _____                  Postal Code _____ Phone _____ - _____ - _____                  Email _____</p>	<p><b>Well Location:</b> (see note 3; attach sketch if necessary)</p> <p>Civic Address _____                  (if different than Mailing Address)</p> <p>Quarter _____ Section _____ Township _____ Range _____ <input type="checkbox"/> E <input type="checkbox"/> W                  Parish _____ Type/Lot No. _____</p>
--	--

<p><b>Well Name:</b> (if applicable) _____</p> <p>Well Identification Tag Number _____</p> <p>Date Well Drilled: Day _____ Month _____ Year 20 _____</p> <p>Does a well construction report exist: <input type="checkbox"/> Yes <input type="checkbox"/> No                  If yes, Well PID No. _____</p>	<p><b>GPS:</b> (see note 4) Accuracy +/- _____ <input type="checkbox"/> feet <input type="checkbox"/> metres</p> <p>Latitude (decimal degrees) _____</p> <p>Longitude (decimal degrees) _____</p> <p><b>Rockwood Sensitive Area:</b> <input type="checkbox"/> Yes - Permit No. _____ <input type="checkbox"/> No</p>
---	--

<p><b>Test Hole or Type of Well Sealed:</b></p> <p><input type="checkbox"/> Test hole <input type="checkbox"/> Test well <input type="checkbox"/> Production/Source <input type="checkbox"/> Recharge/Return  <input type="checkbox"/> Monitoring <input type="checkbox"/> Dewatering <input type="checkbox"/> Geotechnical  <input type="checkbox"/> Other (specify) _____</p>	<p><b>Water Use:</b> (Check all that apply)</p> <p><input type="checkbox"/> Domestic <input type="checkbox"/> Public/Semi-public <input type="checkbox"/> Irrigation <input type="checkbox"/> Livestock/Poultry  <input type="checkbox"/> Commercial/Industrial <input type="checkbox"/> Earth Energy (heating/cooling)  <input type="checkbox"/> Other (specify) _____</p>
---	---

**Well Information:**

Static water level \_\_\_\_\_ feet  bgs  ags    Measured well depth \_\_\_\_\_ feet bgs    Inside casing diameter \_\_\_\_\_ inches  
 Top of casing \_\_\_\_\_ inches  ags  bgs    Casing type & material \_\_\_\_\_

Flowing Artesian Well:  Yes  No    If yes, estimated rate of artesian flow \_\_\_\_\_  IGPM  USGPM

Does water leak from around the outside of the casing:  Yes  No

Is the well free of all equipment (such as a pump, piping), debris and obstructions (see note 5)?  Yes  No    If No, explain: \_\_\_\_\_

\_\_\_\_\_

Is the well located in a well pit (see note 6)?  Yes  No    If Yes, has the well pit cribbing been removed/backfilled?  Yes  No  
 If No, explain: \_\_\_\_\_

\_\_\_\_\_

**Well Sealing:** (see note 7) – Measure From/To depths from ground surface; attach another sheet if needed.

Interval		Well Details				Sealing Materials						Type of Material <small>(ex: sand or gravel (of a particular size), granular bentonite chips (of a particular size), slurry grout (such as high solids bentonite, neat cement)) Include the quantities of materials used.</small>	Method of Placement <small>(ex: poured, tremie)</small>
From (ft)	To (ft)	Casing	Liner	Open Hole	Well Screen	Sand	Gravel	Bentonite	Cement	Clay	Other		

Casing Cut Off at \_\_\_\_\_ feet below ground surface

<p><b>Date Sealing Completed:</b> Day _____ Month _____ Year 20 _____</p> <p><b>Remarks:</b> (see note 8) _____                  _____                  _____                  _____</p> <p><b>Contractor:</b>                  Company Name _____                  If a Well Drilling Contractor - Licence No. _____                  Well Sealer (print name): _____                  Signature _____</p> <p><b>Declaration:</b> I certify that to the best of my knowledge the information provided herein is accurate and true and complies with <i>The Groundwater and Water Well Act</i>.</p>	<p style="text-align: center;"><b>Sketch of Sealed Well</b></p>
---	---

## Well Sealing Report — Completion Guide

### General

1. Requirements for well sealing reports are contained in *The Groundwater and Water Well Act* and *Groundwater and Water Well (General Matters) Regulation*. A person required to prepare a report must while sealing a well or test hole, make and have available at the site for inspection, a field log containing the information necessary to complete the report.
2. A copy of the well sealing report must be provided to the director and the owner of the land on which a well is located **no later than 45 days** after the completion of the sealing.
3. Provide a civic address for the well if its actual location is not clearly identifiable by the mailing address; also provide land parcel information as either a section-township-range or parish-lot type-lot number. Parish lot types include group lots (GL), lake lots (LL), outer two mile lots (OTM), park lots (PL), river lots (RL), settlement lots (SL) and wood lots (WL).
4. For GPS latitude and longitude coordinates, provide values in NAD 83 decimal degrees, to 5 decimal points (e.g., 50.17901°). Attach a detailed sketch showing the well location **if not providing a GPS location**. A detailed sketch may include an image from an online mapping service showing the well location.

### Equipment, Debris or Obstruction in a Well

5. If equipment, debris, or an obstruction cannot be removed from a well prior to sealing, and the person sealing the well is not working under the authority of a licensed well drilling contractor, or is not a professional engineer or professional geologist, then the owner of the land on which the well is located must
  - (a) retain a licensed well drilling contractor or a professional engineer or professional geologist to determine the method required to properly seal the well; and
  - (b) implement the method determined in clause (a).

### Well Located in a Well Pit

6. If the well to be sealed is located in a well pit, the owner of the land upon which the well is located is responsible to ensure:
  - (a) the well pit cribbing is removed unless
    - (i) its method of construction does not permit removal, or permits only partial removal of the cribbing, or
    - (ii) to do so may cause any neighbouring structure to be destabilized, damaged or to become a risk to human health or safety; and
  - (b) the remaining excavation is properly backfilled to ground surface.

### How to Fill Out the Well Sealing Table

7. Each row in the well sealing table represents a depth interval (e.g., 0 to 30 feet could be the interval of a well casing). For each depth interval:
  - Under well details, check off the appropriate well item being sealed.
  - Under sealing materials, check off the appropriate material being used to seal any particular well item.
  - Describe the materials in the column "**Type of Material**" (e.g., clay, sand or gravel (of a particular size), granular bentonite chips (of a particular size), slurry grout (such as high solids bentonite, neat cement); include the quantities of materials used (e.g., 6 bags of granular hole plug, 10 gallons of pea gravel).
  - Where applicable, describe how the material was installed in the column "**Method of Placement**" (e.g., poured, tremie).

### Remarks

8. Provide any other relevant well sealing information in this section.

### Definitions of Abbreviations

ft .....	feet	in .....	inches	E .....	East
ags .....	above ground surface	IGPM .....	Imperial gallons per minute	W .....	West
bgs .....	below ground surface	USGPM .....	US gallons per minute		
Well PID No. ....	Well Identification Number				

Return Completed Reports to: Groundwater Management Section  
Box 18, 200 Saulteaux Crescent  
Winnipeg, MB R3J 3W3