

Ministry of the Environment, Conservation and Parks

MANDATORY ONLINE PERMIT TO TAKE WATER APPLICATIONS

As of January 5, 2026, Permit to Take Water applications must be submitted online using the **online permission system**.

What is a Permit to Take Water?

A Permit to Take Water is a requirement of the Ontario Water Resources Act for proponents who wish to take 50,000 litres or more per day of water. Some exemptions apply.

Why is the ministry fully transitioning to online Permit to Take Water applications?

Moving Permit to Take Water applications fully online is part of the ministry's initiative to implement a modernized approach to environmental permissions to create faster, smarter, and streamlined government-to-business services by:

- ✓ reducing the chance for errors through built-in data validations
- ✓ reducing time spent on completing administrative aspects of the application with automated features
- ✓ providing convenient access to all applications, approved Permits to Take Water, reporting and other environmental permissions in one place

Where can I access the online system for Permit to Take Water applications?

To access the online Permit to Take Water application, sign in through [My Ontario Account](#).

First time users will need to set-up a:

- My Ontario Account log in
- Ministry of the Environment, Conservation and Parks (ministry) account

Once set-up, you can access the online Permit to Take Water application through your ministry account.

Do online Permit to Take Water applications go through the same screening and review process?

Yes. Online applications still go through the same screening and review process as a paper Permit to Take Water application submitted by mail or email.

Can I use the online Permit to Take Water application on behalf of my client?

If you are a consultant or contractor who works on behalf of a business or individual, you can submit applications and report watering takings for them. You will have to create a "Representative" account for your ministry account.

Who can I contact for more information?

You can contact the [Client Services and Permissions Branch](#) for additional assistance. Additionally, you can [register](#) for a one on one session with ministry staff to provide live support with creating your ministry account and navigating the online application system.

Ministry of the Environment, Conservation and Parks

REGULATORY SELF-REPORTING SYSTEM

Water takings for issued Permits to Take Water in which an application was submitted online **must be reported in the Regulatory Self-Reporting System.**

What is the Regulatory Self-Reporting System?

The Regulatory Self-Reporting System is an online tool that provides a streamlined, electronic method of reporting water takings to the Ministry of the Environment, Conservation and Parks. The Regulatory Self-Reporting System creates automatic water taking reports for issued Permits to Take Water that were submitted through the online system.

How do I access the Regulatory Self-Reporting System?

Sign in to your [ministry account](#). Once your online Permit to Take Water is issued, you can start reporting your water takings under the “Post Approval Submission (PAS)” section by selecting “Report Water Taking” for your permit under the action dropdown menu.

When do I have to submit my water taking data to the ministry?

The volumes of water taken daily must be submitted to the ministry annually by **March 31st** for water takings from the previous calendar year.

How is this different than the Water Taking Reporting System?

There are two systems to report water takings - the Regulatory Self-Reporting System (RSRS) accessed through your [ministry account](#), for Permits to Take Water that were issued through the online system (formatted P-300-XXXXXX); and the [Water Taking Reporting System](#) (WTRS), for Permits to Take Water that were not issued through the online permissions (instead, submitted through the old, paper-based application avenue via email - formatted XXXX-XXXXXX).

Who can I contact for more information?

Client Services and Permissions Branch

Monday-Friday 8:30 a.m. – 5:00 p.m.

416-314-8001; (Toll Free) 1-800-461-6290

enviropemissions@ontario.ca