

June 30, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**Subject: Drinking Water Quality Management System (DWQMS) –
Management Review Meeting - Endorsement by Owners**

Over the past 12 months a couple of significant milestones have been completed in regards to the Drinking Water Quality Management System and are summarized below:

- 1) **External 12 - month Surveillance Audit** (Table Top verification process) completed by SAI Global on November 25, 2014-Auditor Mr. Rod Seabrook
- 2) **4th Internal Audit** completed by Mr. Travis Rob from March 30 to April 27, 2015.
- 3) **4th Management Review Meeting** held on Tuesday June 30, 2015 to review the implementation of the DWQMS for the period June 2014 to May 31, 2015.

Please find attached the agenda package plus the associated documents which were reviewed at the June 30th, 2015 Management Review meeting and the corresponding meeting minutes. Also the September 26, 2014 revision (No. 6) of the DWQMS Operational Plan is attached for your review as there are three Councilors on Council at this time who were not involved in endorsing the original operational plan for the drinking water system and also several revisions have taken place since the original plan was endorsed and adopted by Council. Presently under the process outlined in the Operational Plan Element No. 20 - Management Review (See pages No. 74 & 75 of Operational Plan) - there were four (4) action items that Council (owner) must review and endorse at this time:

Action Item No. 1) **Replace approximately 500 meters of 150mm diameter water main along Colonization Road West** (from 1302 Colonization Road West to 1448 Colonization Road West). The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 2) **Installation of two additional valves along Sinclair Avenue between Victoria Avenue & Armit Avenue in order that the hospital facility can avoid unnecessary boil water advisories being issued.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 3) **Installation of a looping water main c/w necessary between Lillie Avenue & Webster Avenue abutting the old West End rink property.** The

timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 4) **Ensure both Cemetery Irrigation Systems are properly plumbed to ensure the proper backflow protection c/w meter is in place.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner). The Riverview Cemetery Irrigation system modifications can take place at the same time as completing action item No. 1

The Operations & Facilities Executive Committee recommends the following;

- 1) That Council (owner) has reviewed the agenda package and minutes of the management review meeting held on June 30, 2015.
- 2) That Council (owner) has reviewed and accepted the following four (4) action items as a result of the management review meeting held on June 30, 2015;

Action Item No. 1) **Replace approximately 500 meters of 150mm diameter water main along Colonization Road West** (from 1302 Colonization Road West to 1448 Colonization Road West). The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

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Respectfully Submitted,
Operations & Facilities Division

D. Brown, P. Eng.
Manager of Operations & Facilities

Council approval of this report will ensure the following:

- 1) That Council (owner) has reviewed the agenda package and minutes of the management review meeting held on June 30, 2015.
- 2) That Council (owner) has reviewed and accepted the following four (4) action Items as a result of the management review meeting held on June 30, 2015:

Action Item No. 1) **Replace approximately 500 meters of 150 mm diameter water main along Colonization Road West** (from 1302 Colonization Road West to 1448 Colonization Road West). The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

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