

**TOWN OF MINTO**

DATE: November 29, 2016
REPORT TO: Mayor and Council
FROM: Todd Rogers, Compliance Coordinator
SUBJECT: DWQMS Management Review

STRATEGIC PLAN:

11.2 Continue to operate water treatment and distribution with the highest standards of public safety in mind and according to Provincial requirements using highly trained Town staff, and maintain cross training and enhanced duties to assume responsibility for sewage collection and treatment facilities from Centre Wellington. Maintain both water and sewer facilities using qualified Town staff so long as it is cost effective and efficient to do so.

BACKGROUND:

The requirements of management review are dictated by Element 20 "Management Review" of the Ministry of the Environment's (MOE) Drinking Water Quality Management Standard (DWQMS). This standard requires that a management review is conducted at least once every 12 months to evaluate the continuing suitability, adequacy and effectiveness of the Quality Management System (QMS).

COMMENTS:

Through the management review process, Top Management shall identify deficiencies and action items (including personnel responsible and proposed timelines for implementation) to address the deficiencies. Results of the management review are reported to the Owner through Council Reports.

Drinking Water Services Quality Management System is the key tool that supports and assures Council, as the Owner of the drinking water systems, is meeting its duties and responsibilities under the Safe Drinking Water Act (2002) and Standard of Care.

FINANCIAL CONSIDERATIONS:

There are no financial considerations

RECOMMENDATION:

THAT Council receives the Compliance Coordinators November 29, 2016 report regarding DWQMS Management Review and all members of Council review, approve and endorse the report.

Name: Todd Rogers
Title: Compliance Coordinator
