



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Don Giberson, Environmental Services Director**
Date: March 5 2018
Report: ESD.18.01
Subject: Results of the 2017 DWQMS System Audit by NSF-ISR International

Recommendations:

That South Huron Council receive the report from Don Giberson, ESD Director RE: Results of the 2017 DWQMS System Audit by NSF-ISR International

Purpose:

The purpose of this report is to update Council on the results of the 2017 Drinking Water Quality Management Standard (DWQMS) System Audit by NSF-ISR International.

Background and Analysis:

External Audits by a third party independent auditor are required in order to maintain accreditation to operate a municipal drinking water system in Ontario. Accreditation is a regulatory requirement to maintain a municipal drinking water system licence, under the Safe Drinking Water Act. Municipalities are also required to have a drinking water works permit, accepted operational plan, financial plan and permit to take water (if applicable). The South Huron Water Distribution System has a valid Municipal Drinking Water System Licence #054-101 (issue 2, dated May 19, 2016) and was issued based on the following documents:

- Drinking Water Works Permit #054-201 (Issue 3, dated May 19, 2016)
- QMS Operational Plan (Version #7, dated June 15, 2015).

- Accredited Operating Authority (QMS Certificate # C0122376-DWQ5)
- Financial Plan #054-301 (Updated by Watson & Associates – published December 14, 2015)

External Audits are carried out annually, with an on-site verification audit performed every three years and off-site surveillance audits performed all other years. The 2017 External Audit was an “on-site” verification audit and was carried out by NSF-ISR International on September 25, 2017. However, due to an unexpected administrative delay at NSF-ISF International, the final audit report wasn’t issued until February 2, 2018. During this delay, a draft audit report was provided to the Municipality and NSF-ISF International issued an updated DWQMS Certificate of Registration on November 3, 2017 confirming continued compliance with the DWQMS Standard.

The On-site Verification Audit resulted in no corrective action items and no non-conformities. Four opportunities for improvement were identified for items that conform to the DWQMS requirement, but where an opportunity to improve exists. These opportunities for improvement will be reviewed and incorporated into the next update of the QMS Operational Plan. The Auditor summed up his report by stating that the “Process is effective. Strength is the dedication of DWQMSR and the Operators”

Operational Considerations:

As this report is being presented for information purposes only, no alternatives are presented.

South Huron’s Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

Administrative Efficiency and Fiscal Responsibility

Good audit results and the Municipality’s demonstrated commitment to continual improvement has resulted in efficient audits, lower costs and full accreditation.

Increased Communications and Municipal Leadership

The Public is updated on the Drinking Water Quality Management Standard through the year as each aspect of the DWQMS, accreditation and Drinking

Water licensing is reported to Council. Municipal Leadership is demonstrated by Council's endorsement of the DWQMS policy statement and commitment to funding necessary to maintain the DWQMS.

Transparent, Accountable and Collaborative Governance

Transparent, Accountable and Collaborative Governance is demonstrated by public reporting of audit results, inspections and annual drinking water system reports. Councils' commitment to continual improvement is the hallmark of a quality management system.

Dedicated Economic Development Effort

Maintaining full accreditation and operating a fully compliant drinking water system ensures public confidence, retains/attracts businesses and assists with economic development.

Financial Impact:

There are no financial implications for the Corporation resulting from the proposed recommendation.

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Policies/Legislation:

1. Safe Drinking Water Act, 2002, S.O. 2002, c. 32
2. Ontario Regulation 170/03 - Drinking Water Systems
3. Ontario Regulation 188/07 - Licensing of Municipal Drinking Water Systems
4. Ontario Regulation 453/07 - Financial Plans

Consultation:

Shawn Young, Water/Sewer Foreman was consulted regarding the content of this report as he is the designated Overall Responsible Operator (ORO) for the South Huron Drinking Water System.

Related Documents:

DWQMS System Audit by NSF-ISR International – 11/01/2017

Respectfully submitted,

A handwritten signature in black ink, enclosed within a light gray rectangular box. The signature is stylized, with a large loop at the top and several vertical strokes below it.

Don Giberson, Environmental Services Director