



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Don Giberson, Environmental Services Director**
Date: January 21 2019
Report: ESD.19.01
Subject: Commitment and endorsement of the Drinking Water Quality Management System and Quality Management System Policy Statement.

Recommendations:

That South Huron Council receives the report from Don Giberson, Director of Operations and Infrastructure RE: Commitment and endorsement of the Drinking Water Quality Management System and Quality Management System Policy Statement; and

That South Huron Council confirms their commitment to a Quality Management System for the South Huron Water Distribution System and endorses the Commitment and Endorsement statement as set out in the QMS Operational Plan; and

That South Huron Council authorizes the Mayor, Chief Administrative Officer and Designated QMS Representative to sign the Commitment and Endorsement statement, as set out in the QMS Operational Plan.

Purpose:

To confirm the newly elected Council's commitment to a Quality Management System for the South Huron Water Distribution System and to obtain authorization for the Mayor, CAO and Designated QMS Representative to sign the Commitment and Endorsement statement.

Background and Analysis:

Council's commitment to a Quality Management System is a required element to be incorporated in a QMS Operational Plan, as set out in the Safe Drinking Water Act. In order to keep the Quality Management System current, Staff are seeking endorsement from the newly elected Council for the following updated QMS Policy Statement (Element 2) of the QMS Operational Plan:

"The Municipality of South Huron is committed to providing our consumers with a consistent supply of safe, high quality drinking water that meets or exceeds all regulatory requirements.

Quality of drinking water services are ensured by the Municipality's commitment to the maintenance and continual improvement of the Quality Management System; and the commitment to comply with all applicable legislation and regulations.

In support of our main policy, the Municipality of South Huron is further committed to participation in water industry organizations and conducting business in an environmentally responsible manner."

Staff are also seeking authorization for the newly elected Mayor, George Finch; Chief Administrative Officer, Dan Best; and Designated QMS Representative, Don Giberson to sign the following Commitment and Endorsement statement, as set out in Element 3 of the QMS Operational Plan:

"System owner and operating authority, the Municipality of South Huron, supports the maintenance and continual improvement of a Quality Management System for the South Huron Water Distribution System, as documented in the QMS Operational Plan.

Endorsement by the Owner (represented by the Mayor) and Top Management (represented by the Chief Administrative Officer) reaffirms the commitment to determining, obtaining and providing the resources needed to maintain and continually improve the Quality Management System.

Endorsement by the Designated QMS Representative, acknowledges the roles and responsibilities of that

appointment as defined under Element 4 of the Drinking Water Quality Management Standard, including the responsibility to communicate the Quality Management System.”

Operational Considerations:

No alternatives were considered.

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

Increased Communications and Municipal Leadership

Transparent, Accountable and Collaborative Governance

Dedicated Economic Development Effort

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. DWQMS Regulation
3. South Huron DWQMS Operational Plan

Consultation:

Water/Sewer Foreman

Related Documents:

None

Respectfully submitted,

A handwritten signature in black ink, enclosed in a hand-drawn oval. The signature is stylized and appears to read 'Don Giberson'.

Don Giberson, Environmental Services Director