



## Staff Report

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**Report To:** Dan Best, Chief Administrative Officer  
**From:** **Don Giberson, Director of Infrastructure & Development**  
**Date:** August 12 2019  
**Report:** ESD.19.29  
**Subject:** DWQMS Annual Management Review

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### Recommendations:

**That** South Huron Council receives the report from Don Giberson, Director of infrastructure and Development Re: DWQMS Annual Management Review and selects \_\_\_\_\_ as the Council representative to participate in this review.

### Purpose:

The purpose of this report is to request a Council representative to participate in the Annual DWQMS Management Review.

### Background and Analysis:

The Safe Drinking Water Act requires an annual Management Review to be conducted in accordance with the Drinking Water Quality Management Standard. The DWQMS requires that a Management Review be carried out annually with Top Management and the Owner that evaluates the continuing suitability, adequacy and effectiveness of the Quality Management System.

The previous Management Review was conducted on October 30, 2018. The Management Review ensures Top Management and the Owners involvement in the QMS. Top Management is to ensure the review is performed, deficiencies are identified and the results are reported to the Owner.

The Management Review Procedure in South Huron's QMS Operational Plan, sets out that a representative of Council is to participate in this meeting. A Management Review meeting has been scheduled for September 13, 2019 from 9:00am to 1:00pm and Staff requires a Council representative to participate.

### **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. Ontario Regulation 170/03 - Drinking Water Systems
3. Ontario Regulation 188/07 - Licensing of Municipal Drinking Water Systems
4. DWQMS Regulation
5. South Huron QMS Operational Plan

**Consultation:**

Shawn Young, Manager of Environmental Services

**Related Documents:**

None

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Don Giberson', is enclosed within a large, hand-drawn oval. The signature is fluid and cursive.

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**Don Giberson, Director of Infrastructure & Development**