



2nd Quarter 2022
Drinking Water Quality Management Standard
Report to Members of Council

This report is to summarize the activities of the Roads and Public Works Department (water distribution system) for the period of April 1 – June 30, 2022.

[Operational Plan Revisions](#)

The following changes were made to the operational plan during the second quarter:

Element 6

- Updated 6.2
 - include the new storage reservoir
 - Updated Raw Water Characteristic at Intake (based on 2021 data)
 - updated Distribution System description to include up to date data
- Updated 6.7
 - added over in front of 100 years

Element 21

- a. updated the Ministry of the Environment name to Ministry of the Environment, Conservation and Parks

Appendix A

Table 1

- updated Hydrant Use Forms (Bulk Water) to Bulk Water Permit
- updated location of SOP's
- updated location of Operational Plan
- removed Log Books (personal and master) from Internal QMS Documents as it is in QMS Records
- updated location of Emergency Contact List and Essential Supplies and Service List
- added Water & Sewer Inspection Form to Internal QMS document
- updated the location of Permits
- updated location of DWQMS
- updated Master Plan Report from (2012) to (2018)
- updated location of Regulations and Legislation and Municipality By-Laws
- updated location of Service Requests (complaints)
- updated location of Annual Watermain Flushing Record
- updated title and location of Correspondence with regulators (MECP)
- changed MOE to MECP in MECP Inspection Reports/Responses
- changed the location of the Shift/Vacation Schedules
- updated location of Log Books (personal and master)
- updated location of Sampling and Monitoring Records
- updated location of Lab Analysis

Appendix J

- updated emergency plans as per the Municipality of Mississippi Mills Emergency Management Plan

Appendix L

- added Lead in front of Internal Auditor(s)
- Changed MOE to MECP

Appendix M – included Revision 10 – March 2022 Water Distribution System Map

[Internal Audits](#)

There were no Internal Audits during this Quarter.

[External Audits](#)

The Municipality's DWQMS Certification Surveillance System Audit of the Municipality's QMS-Operational Plan (OAP-178) was completed. The process included an off-site audit on March 1, 2022. The Municipality was provided its Audit Report for the audit on March 9, 2022 indicating that the Municipality is in 100% conformance.

[Status of License](#)

The certificate of full-scope accreditation for our QMS – Operational Plan (OAP-178) currently posted with our sub-system licenses was issued on May 28, 2021.

The Municipality Municipal Drinking Water License (MDWL) was renewed on November 26, 2021 and will expire on November 25, 2026. The Municipality's Drinking Water Works Permit (DWWP) expires on August 31, 2027.

[Drinking Water Quality](#)

Customer Service Inquiries

During the second quarter of 2022, 14 (fourteen) inquiries received relating to water supply and/or qualities are summarized as follows:

- Water Pressure Issues - 1
- Internal Plumbing – 7
- Possible Water Break – 2
- Water Bill Inquiries – 2
- Water Aesthetic - 2

Adverse Water Quality Incidents

There were no reportable adverse quality incidents in the first Quarter (per Ontario Regulation 170/03).

[Management Review](#)

The next Management Review is not scheduled until the fourth Quarter of 2022.

[Operational Activities](#)

The following activities have been initiated or completed during the second Quarter:

- April 3 – Watermain Repair – Main Street
- April 6 – Watermain Repair – Queen Street
- June 14 – Watermain Repair – King Street
- June 21 – Service Repair – Main Street
- Leak detection activities ongoing
- Meter reading
- Spring Hydrant flushing
- Watermain flushing ongoing
- Locates
- Inspection
- Construction

Water Production Statistics

- Refer to attached Graph / Table.

Upcoming Events / Activities

July

Valve turning

Hydrant repair and maintenance

Leak detection

Inspections

Meter change outs

Locates

Construction – Mill Street camera work

August

Inspections

Meter change outs

Locates

Meter readings

Commissioning Mill Street

September

Valve turning

Hydrant repair and maintenance

Leak detection

Inspections

Meter change outs

Locates

Construction – Mill Street camera work

Cc: All Licensed Waterworks Staff

