

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: December 6, 2022

TO: Committee of the Whole

FROM: Zack Moshonas, Environmental Compliance Coordinator

SUBJECT: Drinking Water Quality Management System Operational Plan Endorsement

RECOMMENDATION:

THAT Committee of the Whole recommend Council receive the Drinking Water Quality Management System Operational Plan Endorsement Staff Report for information purposes

AND THAT Committee of the Whole recommend Council approve and endorse the presented Operational Plans for the Municipality of Mississippi Mills Drinking Water System.

AND FURTHER THAT the Mayor and Clerk be authorized to endorse (sign) the Operational Plan Endorsements on behalf of Council (Owner).

BACKGROUND:

The Ministry of the Environment, Conservation, and Parks (MECP) developed the Drinking Water Quality Management Standard (DWQMS) in response to a recommendation from Justice O'Connor in the Walkerton Inquiry Report, 2002. Due to the Walkerton Inquiry, the MECP transitioned to the Municipal Drinking Water License (MDWL) program in 2007 where the Owner (the Corporation of the Municipality of Mississippi Mills) of the drinking water system must have a Drinking Water Works Permit (DWWP), Permit To Take Water (PTTW), Operational Plan (OP), Operating Authority (OA), and Financial Plan (FP) in place in order for the MECP to issue a MDWL to a municipal drinking water system.

The Municipality has two Operational Plans for its drinking water system; one for distribution that is operated and maintained by the Municipality, and one for treatment that is operated and maintained by the Ontario Clean Water Agency (OCWA) – OCWA is the Operating Authority of the Drinking Water Treatment System.

As required under the Safe Drinking Water Act (SDWA), O. Reg. 170/03, the Municipality submitted its Operational Plans to the MECP in October 2009. On

November 26, 2021 the Municipality was issued a renewal for its MDWL which expires every five (5) years.

DISCUSSION:

The Operational Plans are documents that provide the framework for operating and maintaining the drinking water system in conformance with the Municipality's Drinking Water Quality Management System to ensure that safe drinking water is supplied to all customers. It was developed to meet the requirements of the MECP Drinking Water Quality Management Standards.

The Owner of the system is required to support the implementation, maintenance, and continual improvement of a Drinking Water Quality Management System, as documented in the Operational Plans. Endorsement by the Owner acknowledges that they understand the requirement for the provision of sufficient resources to maintain and continually improve the Municipality's Drinking Water Quality Management Systems.

The Drinking Water Quality Management Standards consist of the following Elements, all of which are reflected in the Operational Plans.

Elements of the DWQMS:

DWQMS Element 1	Quality Management System
DWQMS Element 2	Quality Management System Policy
DWQMS Element 3	Commitment & Endorsement
DWQMS Element 4	QMS Representative
DWQMS Element 5	Document & Records Control
DWQMS Element 6	Drinking Water System
DWQMS Element 7	Risk Assessment
DWQMS Element 8	Risk Assessment Outcomes
DWQMS Element 9	Organizational Structure, Roles, Responsibilities, & Authorities
DWQMS Element 10	Competencies
DWQMS Element 11	Personnel Coverage
DWQMS Element 12	Communications
DWQMS Element 13	Essential Supplies & Services
DWQMS Element 14	Review & Provision of Infrastructure
DWQMS Element 15	Infrastructure Maintenance, Rehabilitation, & Renewal
DWQMS Element 16	Sampling, Testing, & Monitoring
DWQMS Element 17	Measurement & Recording Equipment Calibration & Maintenance
DWQMS Element 18	Emergency Management
DWQMS Element 19	Internal Audits
DWQMS Element 20	Management Review
DWQMS Element 21	Continual Improvement

Maintaining the DWQMS is a legislative requirement. The Municipality's and OCWA's ongoing commitment and investment in system management, operational improvements and efficiencies, capital, and training continue to reflect in the drinking water system performance. The performance of the drinking water system is demonstrated in the most recent 100% drinking water system inspection rating from the MECP for 2021/2022, illustrating that the drinking water system operates with environmental compliance and a high standard of care.

OPTIONS:

Report is for information only.

FINANCIAL IMPLICATIONS:

There are no direct costs associated with endorsing the Operational Plans. This provides acknowledgement that the Owner will continue to provide the required funding to safely operate and maintain the drinking water system.

SUMMARY:

The SDWA, O. Reg. 170/03, requires municipalities to submit Operational Plans that are accepted and endorsed by the system Owner to the MECP for their MDWL. The attached prepared OPs prepared by staff and OCWA satisfies all legislated obligations pursuant to this regulation.

Respectfully Submitted by,

Reviewed by,

Zack Moshonas
Environmental Compliance Coordinator

Cory Smith
Director of Roads and Public Works

Approved by,

Ken Kelly
Chief Administrative Officer

ATTACHMENTS:

1. Mississippi Mills Drinking Water Distribution System Operational Plan (Prepared by Mississippi Mills)
2. Mississippi Mills Drinking Water Treatment System Operational Plan (Prepared by Ontario Clean Water Agency)