INFORMATION
This report presents information to Council regarding the Drinking Water Quality Management System (DWQMS) for the Town of St. Marys and the recent third party verification audit completed by SAI Global on behalf of the Town and subsequent findings.

RECOMMENDATION
THAT report PW 57-2017 DWQMS Update be received for information.

BACKGROUND
The Safe Drinking Water Act, 2002 (SDWA) requires that Owners and Operating Authorities of Municipal residential drinking water systems have an accredited Operating Authority. In order to become accredited, an Operating Authority must establish and maintain a quality management system (QMS). Operating Authorities are to be accredited by a third party accreditation body against the requirements of the standard.

REPORT
On August 22, 2017 an on-site verification audit was completed by SAI-Global, the third party Accreditation Body which has been selected by the Town and Ontario Clean Water Agency (Operating Authority). Externally lead, on-site audits are an essential tool for measuring the effectiveness of the QMS and audit findings indicate where the QMS was in conformance, or non-conformance of the DWQMS.

The audit was completed over one (1) day and interviews were conducted with Operating Authority staff and Town staff as applicable. The interviews were conducted not only to assess conformance to the DWQMS, but also to determine if staff were aware and meeting the requirements of the standard.

The final audit report identified two (2) Opportunities for Improvement (OFI). There were no major or minor Non-Conformances identified through the external audit. The following OFIs were identified as part of the audit:

**DWQMS Reference:** No. 8, Risk Assessment Outcomes

OFI: There is an opportunity to consider including frozen water mains as a potential hazard in the risk assessment process.

**DWQMS Reference:** No. 18, Emergency Management

OFI: There is an opportunity to clearly define or reference Owner Responsibilities during emergency situations.
The OFIs identified above will be reviewed for consideration during the next assessment of the DWQMS by the Operating Authority and the Town.

For more information, please see attachment No. 1 which includes the full external audit report.

**SUMMARY & IMPLICATIONS**

The completion of the external audit, and the subsequent findings indicate that OCWA has, and is following a defined Quality Management System in relation to the St. Marys Drinking Water System. OFIs will be reviewed during the next review and assessment of the QMS for the Town. OCWA has received full scope accreditation for the St. Marys Drinking Water System for the QMS.

There are no implications related to the completion of the external audit at this time.

**STRATEGIC PLAN**

☒ Not applicable to this report.

**OTHERS CONSULTED**

Renee Hornick – Ontario Clean Water Agency

**ATTACHMENTS**

Attachment No. 1 – External Audit, DWQMS

**REVIEWED BY**

**Recommended by the Department**

Dave Blake, C.E.T.
Environmental Services Supervisor

Jed Kelly
Director of Public Works

Brent Kittmer
CAO / Clerk