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TO: Mayor and Members of Council

DESTINATAIRE : Maire et Membres du conseil

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SUBJECT: MUNICIPAL DRINKING WATER SYSTEMS – 2017 SUMMARY REPORTS

**OBJET : RÉSEAUX MUNICIPAUX D'ALIMENTATION EN EAU POTABLE –
RAPPORTS SOMMAIRES DE 2017**

The purpose of this memorandum is to provide Members of Council with the Drinking Water Summary Reports for each of the seven municipal residential drinking water systems owned and/or operated by the City covering their regulatory compliance for the year 2017. The subject reports are attached to this memo as Documents 1 to 7.

As per the *Safe Drinking Water Act (2002)*, O. Reg. 170/03, an annual Summary Report must be prepared for all municipal residential drinking water systems and circulated to

all Members of the Municipal Council by March 31 of the following calendar year. The attached reports fulfill this requirement for the municipal drinking water systems owned and/or operated by the City of Ottawa:

- Britannia Water Purification Plant & Central Water Distribution System
- Lemieux Island Water Purification Plant & Central Water Distribution System
- Carp Drinking Water System
- Richmond – Kings Park Drinking Water System
- Munster Hamlet Drinking Water System
- Greely – Shadow Ridge Subdivision Drinking Water System
- Vars Drinking Water System

This report also satisfies the requirement of Owners of municipal drinking water systems to “be informed,” as part of their responsibilities under the Standard of Care (Section 19 of the *Safe Drinking Water Act (2002)*). The Standard of Care requires Owners of municipal systems to: know their duty, be vigilant and be informed.

Regulation of Municipal Drinking Water in Ontario

In Ontario, municipal water supply systems are regulated by provincial legislation, and governed by the Ministry of the Environment and Climate Change (MOECC). Under the authority of the *Safe Drinking Water Act (2002)*, several key regulations have been defined in recent years covering all aspects of municipal water supply including: treatment requirements, quality standards, testing frequency, operations and maintenance, operator qualifications, operating licenses, laboratory testing, inspections, reports and public notification.

Regulatory directions for each municipal drinking water system are delivered through a combination of Municipal Drinking Water Licenses, Permits, Provincial Officer Orders, and Annual Inspection Reports conducted by the MOECC. The Summary Reports (attached) summarize the regulatory requirements for each drinking water system, and illustrate how regulatory compliance was met during 2017. The reports also include a summary table of water quality test results and document the amount of water produced during 2017. The reports also make note of any regulatory requirements that were not met during the year and the corrective measures taken to resolve each incident. A brief summary of report findings is provided below.

Municipal Drinking Water Licence Requirements

Since 2009, the City's water systems have operated under a comprehensive quality management system that is required in Ontario through the *Safe Drinking Water Act, 2002*. The Drinking Water Quality Management System (DWQMS) is composed of 21 Elements that cover all aspects of drinking water supply including: plant operations, maintenance, risk assessment, water quality testing, staff training, documentation, and continual improvement.

The City of Ottawa maintains an up-to-date and valid Municipal Drinking Water License (MDWL) for each of the seven municipal drinking water systems. The MDWL licenses are issued for a 5-year operating period, and are comprised of the following elements:

- Permit To Take Water
- Drinking Water Works Permit
- Operational Plan
- Accredited Operating Authority
- Financial Plan

As part of the renewal process, the city must also submit a financial plan outlining the 10-year financial projections for Water Services. Council approved the Financial Plan (ACS2018-CSD-FIN-0002) on February 28, 2018. The City of Ottawa has been an accredited Operating Authority since 2011, and has maintained its accreditation through yearly external audits. The most recent external audit confirms that our drinking water systems are in full conformance with the MOECC Quality Management Standard. Re-accreditation was awarded by NSF International Strategic Registrations on October 2, 2017. Since the 5-year MDWL licenses expire in June 2019, City staff will be submitting applications for renewal of the MDWL licenses by December 15, 2018.

Collectively, these measures help to ensure the provision of safe drinking water to the public.

Provincial Officer Orders

There are no Provincial Officer Orders for any of the drinking water systems.

Annual Inspections by the MOECC

As part of the drinking water regulations, the Ministry inspects each municipal drinking water system annually. The inspections are detailed inspections with a significant requirement for documentation and records. They focus on regulatory compliance, plant

operations, field practices, data records, operator certification, record keeping, and management practices for the previous year of operation.

The table below summarizes the annual inspection results for 2017, which includes any Provincial Officer Orders, non-compliance items or best practice issues, along with a final inspection rating. The final inspection reports for all seven drinking water systems were received on March 8th, 2018. There were (0) Provincial Orders, (0) Items of Non-Compliance, and (0) Best Practice Recommendations cited in the reports, and all systems received a Final Inspection Rating of 100 per cent. The final inspection rating is a risk-based score derived from approximately 100 regulatory questions covering 15 inspection categories. It is noteworthy that for the last five years running, Ottawa's municipal water systems have been awarded final inspection ratings of 100 per cent.

Table 1 Summary of MOECC Annual Inspection Findings

System	Inspection Date	Prov. Officers Orders	Non-Compliance Issues	Best Practice Issues	Final Inspection Rating
Britannia	Jan. 22, 2018	0	0	0	100%
Lemieux	Jan. 17, 2018	0	0	0	100%
Carp	Sep. 14, 2017	0	0	0	100%
Kings Park	Sep. 14, 2017	0	0	0	100%
Munster	Sep. 14, 2017	0	0	0	100%
Shadow Ridge	Jan. 16, 2018	0	0	0	100%
Vars	Jan. 16, 2018	0	0	0	100%

Overall Review

We are pleased to report that a thorough review of existing Licences, Permits and detailed MOECC Inspections of all City operated drinking water systems indicates the provision of safe drinking water throughout 2017. During the preparation of the Summary Reports, technical staff reviewed 35 sets of regulatory requirements for each of the seven municipal water systems. From the review, four items of non-compliance were noted: (2) of the incidents related to an unexpected breakdown of filter turbidity analyzers within the treatment plants, (1) incident related to an incorrect valve operation associated with a water main break, and (1) incident related to a routine daily chlorine measurement that was not taken in the distribution system of a well supply. In all cases, staff took appropriate response actions, and reported the incidents to the MOECC and Ottawa Public Health. Through the Quality Management System, each incident was reviewed by operations staff to identify measures to help prevent future occurrences. These non-compliance events were considered to be minor and field and process measurements indicated that water quality was not affected during these events. Further details for these items of non-compliance are provided in Section 6.0 of the Summary Report for each system.

Overall, the findings confirm that residents of the City of Ottawa continue to be supplied with reliable and high quality drinking water.

Should you have any questions, please contact the undersigned at 613-580-2424 extension 23931 or tammy.rose@ottawa.ca.

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SUPPORTING DOCUMENTATION

Document 1	Britannia and Distribution System 2017 Summary Report
Document 2	Carp Well System 2017 Summary Report
Document 3	Kings Park Well System 2017 Summary Report
Document 4	Lemieux and Distribution System 2017 Summary Report
Document 5	Munster Well System 2017 Summary Report
Document 6	Shadow Ridge Well System 2017 Summary Report
Document 7	Vars Well System 2017 Summary Report