

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. OI-2020-0005

FOR THE CONSIDERATION OF  
COUNCIL

MARCH 25, 2020

SUBJECT: ANNUAL DRINKING WATER SYSTEM SUMMARY REPORTS FOR THE TOWN OF GEORGINA DRINKING WATER SYSTEM & ANNUAL MANAGEMENT REVIEW OF THE TOWN DRINKING WATER SYSTEM

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1. **RECOMMENDATION:**

1. That Council receive Report No. OI-2020-0005 prepared by the Operations and Infrastructure Department dated March 25, 2020, including the following attached reports;
  - i) Annual Water Quality Summary Report for the Keswick-Sutton Water Distribution System as required by *Section 11 of Regulation 170/03*, under the *Safe Drinking Water Act* (Attachment 1);
  - ii) Annual Summary Report for Municipal Council as required by *Schedule 22 of Regulation 170/03*, under the *Safe Drinking Water Act* (Attachment 2);
  - iii) Annual Management Review Report as required by *Element 20 of the Drinking Water Quality Management Standard* (Attachment 3).

2. **PURPOSE:**

The purpose of this report is to present to Council three reports as mandated by the *Safe Drinking Water Act (SDWA)*, Regulations and the Town of Georgina Operational Plan for the Keswick-Sutton Water Distribution System.

3. **BACKGROUND:**

3.1 **Standard of Care for Municipal Officials**

**Section 19; Standard of Care – Municipal Drinking Water System**, under the *SDWA*, requires those with oversight and decision making authority for Municipal drinking water systems (Council and Top Management) to apply a ‘Statutory Standard of Care’ to their oversight of the Drinking Water System. Under the *SDWA*, it is Council’s responsibility to:

- “exercise the level of care, diligence and skill in respect of a municipal drinking water system that a reasonably prudent person would be expected to exercise in a similar situation”, and to
- “act honestly, competently and with integrity, with a view to ensuring the protection and safety of the users of the municipal drinking water system”.

The reports provided as attachments support Council, and Top Management, as the decision makers of the drinking water system to understand the performance of the drinking water system and to help them exercise a necessary due diligence in the process of delivering reliable, clean, and safe drinking water to the public.

A training session on *Section 19 – Standard of Care* was held on October 2, 2019 for members of Council and Management. In addition to the training, Council was provided with the document “Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils”.

### **3.2 Keswick-Sutton Drinking Water Subsystem**

Within the Regional Municipality of York, the Region owns and operates water treatment, transmission and storage facilities; and the local municipalities own and operate the water distribution systems and deliver the water to the end user.

The Region owns and operates the Keswick Water Treatment Plant and the Georgina Water Treatment Plant. These water treatment facilities obtain raw water from Lake Simcoe. In addition, the Region also owns and operates the four (4) water storage towers.

The Town of Georgina owns and operates the local water distribution system. This system is comprised of two pumping stations, watermains, service connections (up to the property line), ancillary valves, hydrants, meters and connected appurtenances.

The Region also follows the requirements of the *SDWA* and its Regulations by preparing separate Summary Reports to Regional Council, and are found online at;

<https://www.york.ca/wps/portal/yorkhome/environment/yr/waterandwastewater/drinkingwaterqualityandmonitoring/drinkingwaterqualityandmonitoring>

#### **3.2.1 Annual Water Quality Summary Report**

**Section 11 - Annual Water Quality Summary Reports under O.Reg 170/03** of the *SDWA*, requires that the Owner of a Drinking Water System prepare a Drinking Water Quality Report, which includes information related to the quality of drinking water and covers the period from January 1 to December 31 of the previous year. The report must be made available to the public no later than February 28 of the following year.

This report has been prepared and posted to the Town's website on February 26, 2020. (Attachment #1).

[Drinking Water Reports | Town of Georgina](#)

### **3.2.2 Annual Summary Report for Municipal Council**

**Schedule 22 - Annual Summary Report for Municipal Council under O.Reg 170/03** of the *SDWA* requires that the Owner of the drinking water system prepare an Annual Summary Report for Municipal Council. The objective of this report is to ensure that the members of Council regularly review compliance with the terms and conditions of the drinking water system's Approvals, Licences, Permits, and with the requirements of the *SDWA* and its Regulations. This report must also include a summary of any orders applicable to the drinking water system that were not met at any time during the period covered within the report. The summary report for Municipalities must be prepared and presented to Municipal Council no later than March 31 of each year.

This Summary Report has been prepared and is attached (Attachment #2)

### **3.2.3 Annual Management Review Report**

**Section 13 of the SDWA** requires that the Owner of a Municipal drinking water system ensure that an accredited Operating Authority is in charge of the system at all times. To become an Accredited Operating Authority a Municipality must prepare an Operational Plan in conformance with the Drinking Water Quality Management Standard (DWQMS). *Element 20 – Management Review*, of the DWQMS requires Top Management of the Operating Authority to:

- Review the drinking water system performance at least once per calendar year to evaluate the continuing suitability, adequacy, and effectiveness of the *Quality Management System (QMS)*.
- Consider the results of the management review and identify deficiencies and actions items to address the deficiencies,
- Provide a record of any decisions and action items related to the management review including the personnel responsible for delivering the action items and the proposed timelines for their implementation, and
- Report the results of the management review, the identified deficiencies, decisions and action items to the Owner.

The Minutes of the Top Management Review Meeting for the 2019 calendar year are provided. (Attachment #3) Staff will be reviewing resource and staff requirements to create efficiencies within the Operation of the Drinking Water System.

**ANALYSIS:**

**4.1 MECP Inspection**

The Compliance and Enforcement Regulation (O. Reg. 242/05) of the SDWA requires the MECP to carry out a number of specific activities such as taking mandatory actions and conducting inspections of municipal residential drinking water systems.

The Ministry of Environment, Conservation and Parks (MECP) performed an inspection of the Town of Georgina drinking water distribution system on November 4, 2019. The MECP Inspector performed an off-site desktop audit, and an on-site inspection of processes, operations manuals, standard operating procedures, logbooks, operator certification and training credentials, water quality, water quality monitoring processes, reporting procedures, and corrective actions. Resulting from the Inspection, the Town was provided with zero (0) non-conformities, and one (1) Best Management Practice (BMP).

The Town received an inspection rating of 100%. This score indicates the lowest possible risk rank and highest possible inspection rating for drinking water systems. The inspection rank indicates that there were no instances of non-compliance with the requirements of the Safe Drinking Water Act, the regulations, the system’s approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system.

**4.2 Water Quality**

**Top Requested Water Quality Parameters**

<b>Chlorine</b>	<b>Lead</b>	<b>Sodium</b>	<b>Fluoride</b>
Range 0.07 – 2.04 mg/L	Range <0.0005 mg/L – 0.0009 mg/L	34 mg/L	0.68 mg/L
		*Data provided by York Region	*Data provided by York Region

Water Quality in the drinking water system remains excellent.

During 2019 there was considerable public interest in the amount of Lead (Pb) found in samples of drinking water taken in schools. The Town is currently only required to test for Lead (Pb) in the distribution system, not in private plumbing. The Regulatory Limit for Lead (Pb) is 0.010 mg/L. All test for Lead are significantly below the Regulatory Limit.

**4. RELATIONSHIP TO STRATEGIC PLAN:**

**Priority 4: Ensure exceptional service delivery.**

The Town of Georgina continues to provide safe drinking water to its residential and commercial customers while striving to optimize the stability and costs associated with operating and maintaining the drinking water distribution system.

**5. FINANCIAL AND BUDGETARY IMPACT:**

There is no financial or budgetary impact resulting from this report.

**6. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:**

The ***Annual Water Quality Summary Report for MECP*** must be made available to the public via the Town's web site or the Office of Clerk on or before February 28, 2020. The ***Annual Water Summary Report for Municipal Officials*** must be prepared and delivered to Council no later than March 31, 2020. Notice to the public will be published on the Town Page of the Georgina Advocate.

Prepared by:

Reviewed and Recommended by:

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DWQMS Compliance Officer / QMS Rep.

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Rob Flindall, P.Eng  
Director of Operations & Infrastructure

Approved by:

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David Reddon  
Chief Administrative Officer (CAO)

*Attachment 1: 2019 Annual Water Quality Summary Report For MECP*  
*Attachment 2: 2019 Annual Water Quality Summary Report For Municipal Officials*  
*Attachment 3: DWQMS Element 20 - 2019 Management Review Summary*