

## Report on Quality Management System to Council Management Review Outcome

Meeting Date: October 8, 2019

Attendees: Andy Taylor, Brenda Librecz, Phoebe Fu, Andrea Tang, Eddy Wu, Gord Miokovic, Vin Sunak, Vince Feng

RESULTS OF MANAGEMENT REVIEW	REPORT
Summary of Management Review	<ul style="list-style-type: none"> <li>• Presentation and supporting documentation provided to Top Management covered all required items identified in the Operational Plan and Drinking Water Quality Management Standard.</li> <li>• Top Management reviewed information from January 1 to June 30, 2019.</li> </ul>
Deficiencies Identified	<ul style="list-style-type: none"> <li>• No deficiencies were identified at this meeting</li> </ul>
Decisions Made	<ol style="list-style-type: none"> <li>1. To confirm if neighboring municipalities are also reporting observational adverse watermain repairs as AWQIs.</li> <li>2. To track PVC pipe break information and note any potential trends and impact.</li> <li>3. To review the composition of CSRs that impact the Operations &amp; Maintenance Performance measure.</li> <li>4. To review the parameters set for Alectra as to when they are to notify the City of high consumptions (proactive notification)</li> <li>5. To revise the Summary of Chemical Parameters table to identify average values affected by a change in the lab's detectable reportable limit.</li> <li>6. To forward Municipal Drinking Water License Issue 9 and Drinking Water Works Permit Issue 4 to Top Management members when available.</li> </ol>
Action Items	<p>Incidents of adverse drinking water tests</p> <ol style="list-style-type: none"> <li>1. Verify if local municipalities are also reporting observational adverse watermain repairs as AWQIs.</li> </ol> <p>Operational Performance – Watermain Breaks</p> <ol style="list-style-type: none"> <li>2. Track and indicate the reason for break in PVC pipes, including Region failures. Note any trends and potential impact.</li> </ol> <p>Operational Performance – Water Related Service Levels</p> <ol style="list-style-type: none"> <li>3. Review the composition of CSRs that impact the Performance measure.</li> <li>4. Review the parameters set for Alectra as to when they are to notify the City of high consumptions (proactive).</li> </ol> <p>Raw Water supply and drinking water quality trends</p> <ol style="list-style-type: none"> <li>5. Update the Summary of Chemical Parameters table to identify average values that are impacted by a change in the lab's detectable reportable limit.</li> </ol> <p>Changes that could affect the Quality Management System</p> <ol style="list-style-type: none"> <li>6. Attach Municipal Drinking Water License Issue 9 and Drinking Water Works Permit Issue 4 with the Management Review minutes to Top Management members when available.</li> </ol>

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Other QMS Issues Identified (including summary of corrective actions)	<ul style="list-style-type: none"><li>• The City of Markham renewed its municipal drinking water license (MDWL) and drinking water works permit (DWWP) with the Ministry of Environment, Conservation and Parks (MECP) on July 22, 2019. The MECP approved a lead sampling regulatory relief for 2 years and re-issued the MDWL on October 11, 2019.</li><li>• MDWL Issue 9 and DWWP Issue 4 are valid for 5 years and they will be forwarded to Top Management and Council.</li></ul>

Management Review Meeting Minutes are available upon request from the QMS Coordinator.