

Report on Quality Management System to Council Management Review Outcome

Meeting Date: May 3, 2022

Attendees: Andy Taylor, Morgan Jones, Eddy Wu, Vince Feng, Danny Chan, Shumin Gao, Edgar Tovilla and Irene Weiss

RESULTS OF MANAGEMENT REVIEW	REPORT
Summary of Management Review	<ul style="list-style-type: none">• Presentation provided to Top Management covered all required items identified in the Operational Plan and Drinking Water Quality Management Standard v.2 (DWQMS v.2).• Top Management reviewed information from July 1 to December 31, 2021.• QMS performance was reviewed to confirm that the system continues to be suitable, adequate and effective.
Deficiencies Identified	<ul style="list-style-type: none">• No deficiencies were identified at this meeting.
Decisions Made	<ol style="list-style-type: none">1. Commissioner Jones would like the Director of Environmental Services and Director of Operations to explore the potential for including digital locates as part of a new digital solution proposed by Operations Department for Right of Way permits.
Action Items	<ol style="list-style-type: none">1. The Director of Environmental Services shall meet with the Director of Operations to discuss the feasibility of including digital locates as part of the new digital permits solution.
Other QMS Issues Identified	<ul style="list-style-type: none">• The City of Markham received an updated Certificate of Accreditation on January 3, 2022 from SAI Global to verify the conformance of its QMS to the Ontario DWQMS v.2 standard.• During the COVID-19 pandemic, Environmental Services was able to maintain key services and operational activities to meet drinking water requirements.• Environmental Services will continue to monitor for any change that may affect the QMS as a result of the pandemic.

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