

Report on Quality Management System to Council Management Review Outcome

Meeting Date: May 1, 2023

Attendees: Andy Taylor, Eddy Wu, Vince Feng, Danny Chan, Shumin Gao, Prathapan Kumar, 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). Eddy Wu is participating in the management review meeting as the Director of Environmental Services (ES) and Acting Commissioner of Community Services. Top Management reviewed information for the 2022 calendar year. All DWQMS activities, including audits were completed, and requirements were met for the year. 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"> Moving forward, locate requests will be reviewed outside of Management Review meetings and the program's performance will be discussed separately. Locate requests in the near future will include non-drinking water utilities such as streetlights and traffic lights.
Action Items	<ol style="list-style-type: none"> Staff to coordinate with Planning staff the Yonge Street Corridor Secondary Plan Study in order to proceed with West Thornhill Phase 4C & 4D implementation. Staff will communicate the delays to the local Councillor, senior management and the area residents. Review Intellex and alternative systems to determine their suitability for Markham's QMS and discuss findings with the Director at the next continuous improvement meeting.
Other QMS Issues Identified	<ul style="list-style-type: none"> Successfully implemented the new Enterprise Asset Management (EAM) system for the ES Department with the support from all staff. (Phase 1 Completed, July 2022). Work is underway to prepare for the Municipal Drinking Water License renewal. The application will be submitted to the Ministry of the Environment, Conservation and Parks by January 2024. A tour at the R.C. Harris Water Treatment Plant is being coordinated with the City of Toronto and it will be available for booking after August. Tour will be made available to Council, ELT and ES staff.

Management Review Meeting Minutes are available upon request from the Continuous Improvement Supervisor.