

Report on Quality Management System to Council - Management Review Outcome

Meeting Date: September 25, 2018

Attendees: Andy Taylor, Brenda Librecz, Phoebe Fu, Daphne Ross, Gord Miokovic, Prathapan Kumar, Eddy Wu, Noris Dela Cruz, Irene Weiss, Vincent Feng

RESULTS OF MANAGEMENT REVIEW	REPORT
Summary of Management Review	<ul style="list-style-type: none"> Presentation and supporting documentation provided to Top Management covered all required items identified in the Drinking Water Quality Management Standard and procedure. Top Management reviewed information from January 1 to June 30, 2018.
Deficiencies Identified	<ul style="list-style-type: none"> No deficiencies were identified at this meeting.
Decisions Made	<ul style="list-style-type: none"> The Operational Plan will be recommended to Council for approval and endorsement. Review how other municipalities approve products used in their drinking water system. Confirm the number of dead-ends in the City. Discussions of the Langstaff plan should include Markham District Energy (MDE) to identify opportunities to streamline work. A summary of hydrant inspection issues should be reported in the management review.
Action Items	<ol style="list-style-type: none"> Follow-up on action items from previous management reviews - Waterworks Product Review Committee <ul style="list-style-type: none"> Staff to review how other municipalities approve products. Follow-up on action items from previous management reviews – Dead-ends Briefing Notes <ul style="list-style-type: none"> Staff to add quantities of dead ends to the Dead ends Memo. Operational Performance – Watermain Breaks <ul style="list-style-type: none"> Staff to contact Bruce Ander of MDE to see if Langstaff watermain replacement can be planned in conjunction with new MDE piping installation. Operational Performance – Preventative Maintenance <ul style="list-style-type: none"> Staff to improve how hydrant inspection findings are reported by including the number of follow ups required.
Other QMS Issues Identified (including summary of corrective actions)	<ul style="list-style-type: none"> No other issues were identified

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