

QUALITY MANAGEMENT SYSTEM POLICY

The City of Markham owns, operates and maintains the Markham Distribution System.

The City of Markham is committed to:

Trusted supply of safe and reliable drinking water for the customer

Achieve compliance with applicable legislation and regulations, while ensuring staff are trained and competent to perform their duties

Protect our drinking water and provide necessary resources for continual improvement of the quality management system



This policy (revision 3.0) is endorsed by the Owner (Council) of the City's Drinking Water System on December 18, 2012, as the current Quality Management System Policy for the City of Markham. The Markham Drinking Water System is a distribution subsystem of the Region of York Transmission and Distribution System. Markham is responsible for maintaining the quality of the water once it has entered the distribution system. Supplied water is treated either by the City of Toronto or the Region of Peel.

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Report on Quality Management System to Council from DWQMS Management Review Meeting

Meeting Date: January 28, 2014

Attendees: Andy Taylor, Brenda Librecz, Peter Loukes, Eddy Wu, Gord Miokovic, David Huynh, Oral Binda, Ying Zong, Daphne Ross

RESULTS OF MANAGEMENT REVIEW	REPORT (where applicable include Personnel Responsible & Due Date)
Summary of Management Review	<ul style="list-style-type: none"> - Meeting 2 of 2 for 2013 - Presentation provided to Top Management covered all required items identified in the procedure - Top Management reviewed data from January 1 - June, 2013
Deficiencies Identified	<ul style="list-style-type: none"> - None identified during the meeting
Decisions Made	<ul style="list-style-type: none"> - QMS Coordinator requested that meeting dates are honoured in future so as to keep review period and QMS related items relevant
Action Items	<p>QMS related action items identified during the meeting:</p> <ol style="list-style-type: none"> 1. Compare MOE inspection rating % to other municipalities (distribution systems only) for the last 3 years. 2. Report back on exact number of sampling stations 3. System Engineering to provide data on cost of flushing due to low chlorine 4. Calculate the cost of hydrant inspections, especially the 200-300 older hydrants 5. Submit graph showing Watermain break cost saving associated with Cathodic Protection <p>Business related action items identified during the meeting include:</p> <ol style="list-style-type: none"> 1. Water Supply and Billing with Region of York - Peter to draft up briefing note with options for payment and /or no payment - Andy to take it up with the Region (final 2013 invoice will arrive mid February, briefing note target end of Feb) 2. Corrosion Control City of Toronto <ul style="list-style-type: none"> - Check if Markham test for phosphate (each substance has different requirements) - To develop communication strategy and report to Council (begin with meeting between Region, Toronto and other municipalities)
Other QMS Issues Identified (including summary of corrective actions)	<ul style="list-style-type: none"> - None identified during the meeting

Management Review Meeting Minutes are available upon request.

Summary of QMS Changes requiring Council Endorsement

QMS CHANGE	Description
QMS Operational Plan Revision 4.0	No revisions at this time.
QMS Policy	Inclusion of the word "Safe" in the QMS policy. Existing: Trusted supply of reliable drinking water for the customer Proposed: Trusted supply of safe and reliable drinking water for the customer Revised QMS Policy is shown in Attachment "A".
QMS System Level Document Revisions	No changes at this time. (Please note only major revisions to these documents will be brought forward. Minor changes will be managed within the QMS management team.)