

**STAFF REPORT:      ENGINEERING AND PUBLIC WORKS DEPARTMENT**

**REPORT TO:**                    **Committee of the Whole**  
**MEETING DATE:**           **December 2, 2013**  
**REPORT NO.:**                **EPW.13.088**  
**SUBJECT:**                    **DWQMS External Audit Results - 2013**  
**PREPARED BY:**            **Meg Boyd, Compliance & Efficiency Coordinator**

**A.      Recommendations**

THAT Council receive Staff Report EPW.13.088 entitled “DWQMS External Audit Results - 2013” for their information.

**B.      Background**

The Safe Drinking Water Act, 2002 (SDWA) requires Owners and Operating Authorities of Municipal Residential Drinking-Water Systems to have an accredited Operating Authority. In order to become accredited, an Operating Authority must establish and maintain a Quality Management System (QMS). The established QMS is then audited by a third party Accreditation Body which will determine if the Operating Authority is meeting the requirements of the Drinking Water Quality Management Standard (DWQMS). This is a legislated requirement.

On September 9, 2013, a systems audit was completed off-site by NSF International Strategic Registrations (NSF-ISR), who is the third party Accreditation Body selected by the Town. Systems audits are essential to assess whether the documented QMS meets the PLAN requirements of the DWQMS.

The final audit report identified four (4) Minor non-conformances and four (4) Opportunities for Improvement. A non-conformance indicates that the QMS needs to be improved to meet an element of the DWQMS and the specific details are outlined by the Auditor in the form of a Corrective Action Request (CAR).

Staff prepared responses to the CARs identified and on October 15, 2013 Staff received notification that the submitted CARs had been accepted.

**C.      The Blue Mountains’ Strategic Plan**

The acceptance of this Report by Council furthers the Town Strategic Plan Goal # 6 “Providing a Strong, Well-Managed Municipal Government.”

**D.      Environmental Impacts**

None

**E. Financial Impact**

Systems audit - \$1,700 excluding taxes will be funded from Water 1-415-4006-63120

**F. In Consultation With**

None

**G. Attached**

None

Respectfully submitted,

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