



## Town of Niagara-on-the-Lake

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**REPORT #:** OPS-24-013 **COMMITTEE DATE:** 2024-03-19  
**REPORT TO:** COTW-General **DUE IN COUNCIL:** 2024-03-26  
**SUBJECT:** 2023 Summary Report for the Town's Drinking Water Systems

### 1. RECOMMENDATION

It is respectfully recommended that:

- 1.1 That Report OPS-24-013 detailing the Town's Drinking Water Compliance and Quality Management Systems be received, and;
- 1.2 That the Annual DWQMS Management Review Meeting Minutes and Action Items also be received for information as required by Element 20 of the Drinking Water Quality Management Standard.

### 2. EXECUTIVE SUMMARY

All the information provided herewith directly relates to the Standard of Care requirements for members of Council.

### 3. PURPOSE

*Ontario Regulation (O. Reg.) 170/03*, Schedule 22, requires that a Water Distribution System Summary Report be delivered annually to members of Council not later than March 31 of each year for the preceding calendar year.

### 4. BACKGROUND

The Summary Report must include information regarding the Act and associated regulations, licences, permits, incidents of non-compliance, and a summary of quantities and flow rates of water supplied during the period covered by the report.

The Summary Report (**Appendix I** - Town of Niagara-on-the-Lake's 2023 Drinking Water Summary Report) is provided per Schedule 22 of O. Reg 170/03.

The annual summary provides information on the Town's Water Distribution Systems from January 1 to December 31 in any calendar year and has set guidelines for what must be included.

The attached report provides:

1. A list of the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water license, and any order applicable to the system that was not met at any time during the period covered by the report; and,

The report must also include the following:

1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
2. A comparison of the summary referred to in item 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement.

This information is provided to enable the Town to assess the rated capability of the system to meet existing and planned uses of the system.

Also required under the regulations is an annual Management Review Meeting must be conducted for the drinking water systems and the information from that meeting must be relayed to the owner of the system. As such, the meeting agenda, minutes, and action items list are also attached as further appendices to this report.

## **5. DISCUSSION / ANALYSIS**

As required by *O. Reg. 170/03*, the Summary Report for both the Town's residential water distribution systems is attached to this report as **Appendix I**.

Appended to the Summary Report (**Appendix I**) are the Annual Reports in standard Ministry of Environment reporting format. The Annual Reports focus primarily on the weekly water samples taken from the systems that are tested for microbiological and chemical parameters.

## **6. STRATEGIC PLAN**

The content of this report supports the following Strategic Plan initiatives:

### **Pillar**

3. Enrich Community Assets, Environment, & Infrastructure

### **Priority**

3.2 Environment

### **Action**

3.2 a) Sustainable Natural Environment

### **Pillar**

4. Optimize Organizational Excellence

### **Priority**

4.3 Culture & Workforce

### **Action**

4.2 b) Communications

## **7. OPTIONS**

- 7.1 **Option 1:** That Report OPS-24-013 be received prior to the March 31 deadline to maintain compliance with O. Reg. 170/03, Schedule 22 (***Recommended***)
- 7.2 **Option 2:** That Report OPS-24-013 not be received, which would put the Town out of compliance and face potential consequences (*Not Recommended*)

## **8. FINANCIAL IMPLICATIONS**

N/A

## **9. ENVIRONMENTAL IMPLICATIONS**

N/A

## **10. COMMUNICATIONS**

Part of the Summary Report includes the Annual Drinking Water Reports for each of the Town's Drinking Water Systems in Standard Ministry of the Environment, Conservation and Parks standard reporting format. The Annual Reports focus primarily on the weekly water samples taken from the systems that are tested for microbiological and chemical parameters. These reports are also posted to the Town's website.

## **11. CONCLUSION**

As per legislation, the 2023 Summary Report for the Niagara-on-the-Lake Water Distribution System and the Bevan Heights Water Distribution System is being provided for Council's information.

## **12. PREVIOUS REPORTS**

This is an annual report submitted to Council.

## **13. APPENDICES**

- **Appendix I** - Town of Niagara-on-the-Lake's 2023 Drinking Water Summary Report
- **Appendix II** – DWQMS Management Review Meeting Agenda
- **Appendix III** – DWQMS Management Review Meeting Minutes
- **Appendix IV** – DWQMS Management Review Action Items

Respectfully submitted:

**Prepared by:**

A handwritten signature in black ink, appearing to read "Darrin Wills".

**Darrin Wills, (A) Manager of Public Works  
Operations Department**

**Recommended by:**

A handwritten signature in black ink, appearing to read "Darren MacKenzie".

**Darren MacKenzie, C.Tech., rcsi, ENV SP  
(A) Director of Operations**

**Submitted by:**

A handwritten signature in blue ink, appearing to read "Jay Plato".

**Jay Plato  
(A) Chief Administrative Officer**