



**THE CORPORATION OF THE TOWN OF LASALLE
WATER AND WASTEWATER COMMITTEE MEETING
AGENDA**

Tuesday, September 22, 2020, 4:00 p.m.

Council Chambers, LaSalle Civic Centre, 5950 Malden Road

Clerk's Note: Members of Council will be participating electronically and will be counted towards quorum. The minutes will reflect this accordingly. The electronic meeting can be viewed at the following link: <https://www.youtube.com/channel/UC6x5UyIhV1zSHkDTV6TCI5g>
Accessible formats or communication supports are available upon request. Contact the Clerk's Office at 519-969-7770 extension 1256 or by email at ljeane@lasalle.ca

	Pages
A. CALL TO ORDER	
B. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF	
C. ADOPTION OF MINUTES	3
RECOMMENDATION That the minutes of the meeting of the Water and Wastewater Committee dated January 28, 2020 BE ADOPTED as presented.	
D. REPORTS/ CORRESPONDENCE FOR COMMITTEE ACTION	
1. DWQMS Management Review Summary	5
RECOMMENDATION That the report of the Manager of Water and Wastewater dated March 12, 2020 (PW-WWC-04-20) regarding DWQMS management Review Summary BE RECEIVED.	
2. MECP Inspection Report 2020	12
RECOMMENDATION That the committee receives the information on the enclosed MECP Inspection report dated September 2, 2020.	

3. Water Meter Reading System Upgrades

34

RECOMMENDATION

That the report of the Manager of Water and Wastewater dated September 11, 2020 (PW-WWC-06-20) regarding water meter reading system upgrades BE RECEIVED for information.

E. NEXT MEETING

The next meeting of the Water and Wastewater Committee will take place on Tuesday November 24, 2020 at 4:00 p.m.

F. ADJOURNMENT



THE CORPORATION OF THE TOWN OF LASALLE
Minutes of the Water and Wastewater Committee Meeting held on

January 28, 2020
4:00 p.m.
Council Chambers, LaSalle Civic Centre, 5950 Malden Road

Members of Committee Councillor Jeff Renaud, Mayor Marc Bondy, Deputy Mayor Crystal
Present: Meloche, Councillor Sue Desjarlais, Councillor Anita Riccio-
Spagnuolo

Members of Committee Councillor Mike Akpata , Councillor Mark Carrick
Absent:

Administration Present: J. Milicia, Chief Administrative Officer, P. Marra, Director of Public
Works, L. Petros, Manager of Water & Wastewater, R. Mackie,
Superintendent of Water and Wastewater, M. Abbruzzese,
Supervisor of Revenue, L. Jean, Deputy Clerk, T.Coke, Council
Coordinator

A. CALL TO ORDER

Councillor Renaud calls the meeting to order at 4:00 p.m.

B. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None Disclosed

C. ADOPTION OF MINUTES

Moved By: Deputy Mayor Meloche
Seconded By: Councillor Riccio-Spagnuolo

That the minutes of the meeting of the Water and Wastewater Committee dated
November 26, 2019 BE ADOPTED as presented.

Carried.

D. REPORTS/ CORRESPONDENCE FOR COMMITTEE ACTION

1. Meter Report for 6585 Disputed Rd.

Moved By: Councillor Desjarlais
Seconded By: Mayor Bondy

That the report of the Manager of Water and Wastewater dated January
16, 2020 (PW-WWC-01-20) regarding Water Meter Testing Report for
6585 Disputed Rd. BE RECEIVED; and that a credit of \$1,102.94 to the
October 2019 water bill as recommended BE APPROVED.

Carried.

2. DWQMS External Audit Report for 2019

Moved By: Deputy Mayor Meloche

Seconded By: Councillor Desjarlais

That the report of the Manager of Water and Wastewater dated January 16, 2020 (PW-WWC-02-20) regarding DWQMS External Audit Report 2019 BE RECEIVED.

Carried.

E. NEXT MEETING

The next meeting will take place on March 24, 2020

F. ADJOURNMENT

The meeting is adjourned at the call of the Chair at 4:11 p.m.

Chair

Deputy Clerk



The Corporation of the Town of LaSalle

To: Members of the Water & Wastewater Committee
Prepared by: Lena Petros, Manager of Water and Wastewater
Department: Public Works
Date of Report: March 12, 2020
Report Number: PW-WWC-04-20
Subject: DWQMS Management Review Summary

Recommendation

That the report of the Manager of Water and Wastewater dated March 12, 2020 (PW-WWC-04-20) regarding DWQMS management Review Summary BE RECEIVED.

Report

Management review meetings occur at least annually to review a number of items relating to the DWQMS for the Town's drinking water system.

Enclosed is a copy of the December 2019 Management Review Meeting Minutes for the Committee to receive for information. There are a number of items that require attention and a responsible person and a due date has been established on each item.

Consultations

N/A

Financial Implications

N/A

Prepared By:

Manager, Water and Wastewater

Lena Petros, C.E.T.

Link to Strategic Goals

	Enhancing organizational excellence
Yes	Sustain strong public services and infrastructure
	Strengthen the community's engagement with the Town
	Grow and diversify the local economy
	Build on our high-quality of life

Communications

Yes	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

Notifications

Name	Address	Email

Report Approval Details

Document Title:	PW-WWC-04-20 DWQMS Management Review Summary.docx
Attachments:	- Management review minutes Dec 20, 2019.pdf
Final Approval Date:	Sep 11, 2020

This report and all of its attachments were approved and signed as outlined below:



Director, Public Works

Peter Marra



Chief Administrative Officer

Joe Milicia

**DWQMS Management Review Committee
LaSalle Public Works**

Date: December 20, 2019

Location: LaSalle Public Works Building Board room

Participants: Rob Mackie Superintendent of Water/Wastewater, QMS Rep.
Lena Petros Manager of Water/Wastewater, QMS Rep.
Jay Wigle Water/Wastewater Leader

Distribution: All Participants, Owner Representative

Prepared by: Lena Petros – Manager of Water/Wastewater, QMS Rep.

Item	Description	Action	Resp. Person	Due Date
1	Acceptance of Agenda	Accepted		
2	Acceptance of Minutes of Previous Meeting	Accepted		
3	Incidents of regulatory non-compliance: MOE Inspection Report dated August 12, 2019 was reviewed during September 13, 19 meeting.	NAR		
4	Incidents of adverse drinking water tests: This item was review at Sep 13, 2019 meeting	NAR		
5	Deviations from critical control limits and response actions: No deviation from critical control limits	NAR		
6	The effectiveness of the Risk Assessment Process: Please refer to item 20	NAR		

Item	Description	Action	Resp. Person	Due Date
7	Internal and third-party audit results: Internal audit report dated September 26, 2019 was reviewed during Nov 26, 19 Water & Wastewater Committee meeting. Third-party Audit report dated Dec 6, 2019 will be reviewed during January 28, 2020 Water & Wastewater Committee meeting.	QMS Rep. to respond to all internal and external audit findings and make appropriate revisions	Lena Petros	2 nd quarter of 2020
8	Results of emergency response testing: This item was review at Sep 13, 2019 meeting	NAR		
9	Operational performance: This item was review at Sep 13, 2019 meeting	NAR		
10	Raw water supply and drinking water quality trends: This item was review at Sep 13, 2019 meeting	NAR		
11	Follow-up on action items from previous Management Reviews: Sep 13, 2019 meeting: Noisy meters complaints Parkway mainline valve labeling Meeting with Town of Tecumseh regarding Howard feed to Tecumseh took place on	Purchase different types of residential meter to try-out Superintended of Water/Wastewater to follow-up QMS Rep. to follow	Lena Petros and Rob Mackie Rob Mackie Lena	1 st quarter 2020 3 rd quarter 2020 2 nd quarter

Item	Description	Action	Resp. Person	Due Date
	September 3, 2019	up with Director of Public Works on the new agreement for capital contribution of twin 30" replacement	Petros	of 2020
	No RP backflow on third hydrant hookup	Contact supplier	Rob Mackie	Completed 2019
	Electronic work order system still in progress, issues with mobile application, meeting with City Wide Works scheduled on Sep 20, 18 to go over deficiencies.	Follow up with City Wide Works on full implementation	Lena Petros	Completed 2019
	Town owned pressure testing and chlorinating equipment	Purchase necessary equipment	Rob Mackie	Completed 2019
	2018 municipal elections	Re-endorsement of OP	Lena Petros	Completed 2019
	Issues with City Wide Works mobile application.	New mobile application reliability	Lena Petros	Completed 2019
	The risk assessment review meeting took place as part of this meeting and changes to Procedure 2 table 1 is required	Updates as per item 17	Lena Petros	Completed 2018
12	The status of management action items identified between reviews: None	NAR		
13	Changes that could affect the QMS: None	NAR		
14	Consumer feedback: This item was review at Sep 13, 2019 meeting	NAR		
15	The resources needed to maintain the QMS: None	NAR		
16	The results of the infrastructure review:			

Item	Description	Action	Resp. Person	Due Date
	This item was review at Sep 13, 2019 meeting	NAR		
17	Operational Plan currency, content and updates: Current Operational Plan revision # 17 version 2.0	NAR		
18	Staff suggestions: None	NAR		
19	Review of List of Essential Supplies/Services/Emergency Contacts for the Town of LaSalle The list was reviewed, no updates required	NAR		
20	Risk assessment and risk assessment outcome, verification and update The risk assessment review meeting took place as part of Sep 13, 19 meeting and no change were required	NAR		

NAR - No Action Required

OP – Operational Plan

IA – Internal Audit

EA – External Audit



The Corporation of the Town of LaSalle

To: Members of the Water & Wastewater Committee

Prepared by: Robert Mackie, C. Tech, Superintendent of Water/Waste Water

Department: Public Works

Date of Report: September 9, 2020

Report Number: PW-WWC-05-20

Subject: MECP Inspection Report 2020

Recommendation

That the committee receives the information on the enclosed MECP Inspection report dated September 2, 2020.

Report

The Ministry of the Environment, Conservation and Parks (MECP) periodically conducts inspections on licensed drinking water systems. The MECP conducted an inspection of LaSalle's system on August 25, 2020 and the attached provides a summary of their findings, recommendations, and our rating.

Consultations

None.

Financial Implications

None.

Prepared By:

Superintendent, Water and Wastewater

Robert Mackie, C. Tech, Superintendent of Water/Waste Water

Link to Strategic Goals

	Enhancing organizational excellence
yes	Sustain strong public services and infrastructure
	Strengthen the community's engagement with the Town
	Grow and diversify the local economy
	Build on our high-quality of life

Communications

yes	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

Notifications

Name	Address	Email

Report Approval Details

Document Title:	PW-WWC-05-20.docx
Attachments:	- LaSalle DS 2020-2021 Inspection Report - NG.pdf
Final Approval Date:	Sep 11, 2020

This report and all of its attachments were approved and signed as outlined below:



Director, Public Works

Peter Marra



Chief Administrative Officer

Joe Milicia

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement, de la
Protection de la nature et des Parks

Southwestern Region

Direction régionale du Sud-Ouest

620 – 4510 Rhodes Drive
Windsor ON N8W 5K5

Tel.: 519 948-1464

Fax.: 519 948-2396

TTY: 416 456-1234

620 – 4510, chemin Rhodes
Windsor ON N8W 5K5

Tél. : 519 948-1464

Télec. : 519 948-2396

ATS : 416 456-1234

File# SI-ES-LS-540

September 2, 2020

Town of LaSalle
5950 Malden Road
LaSalle, ON
N9H 1S4

Attention: Mr. Joe Milicia, CAO
jmilicia@lasalle.ca

Dear Mr. Milicia;

Re: Town of LaSalle Distribution System
Inspection Report

Please find enclosed the Drinking Water System Inspection Report for the Town of LaSalle Distribution System (DWS#220004402). This year's inspection was conducted remotely and the telephone interview/questionnaire was held on August 25, 2020. There was no physical inspection conducted at your drinking water system this year.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in *"Taking Care of Your Drinking Water: A guide for members of municipal council"* found on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

In order to measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement

(II&E) Secretariat and advice of internal/external risk experts. The Inspection Summary Rating Record (IRR), included as Appendix B of the inspection report, provides the Ministry, the system owner and the local Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance.

IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. If you have any questions or concerns regarding the rating, please contact Marc Bechard, Water Compliance Supervisor, at (519) 490-0761.

Likewise, if you have any questions or concerns regarding this report, please call me at (226) 280-1556.

Yours truly,



Neil Gilbert, P.Eng.
Provincial Officer – Water Inspector
Southwestern Region
Ministry of the Environment, Conservation and Parks
Sarnia District – Windsor Area Office

Encl.

cc: Dr. Wajid Ahmed, Medical Officer of Health, Windsor-Essex County HU, wahmed@wechu.org
Theresa Marentette, CEO and Chief Nursing Officer, Windsor-Essex County HU, tmarentette@wechu.org
Kristy McBeth, Director of Health Protection, Windsor-Essex County HU, kmcbeth@wechu.org
Phil Wong, Manager, Environmental Health, Windsor-Essex County HU, pwong@wechu.org
Victoria Peczulis, Manager, Environmental Health, Windsor-Essex County HU, vpeczulis@wechu.org
Peter Marra, Director of Public Works, Town of LaSalle, pmarra@lasalle.ca
Lena Petros, Manager of Water and Wastewater, Town of LaSalle, lpetros@lasalle.ca
Robert Mackie, Superintendent of Water and Wastewater, Town of LaSalle, rmackie@lasalle.ca
Marc Bechard, Water Compliance Supervisor, MECP Sarnia District, marc.bechard@ontario.ca



Ministry of the Environment, Conservation and Parks

**TOWN OF LASALLE DISTRIBUTION SYSTEM
Inspection Report**

Site Number:	220004402
Inspection Number:	1-NX810
Date of Inspection:	Aug 25, 2020
Inspected By:	Neil Gilbert

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Appendix A: Stakeholder Appendix

Appendix B: Inspection Rating Record

OWNER INFORMATION:

Company Name:	LASALLE, THE CORPORATION OF THE TOWN OF		
Street Number:	5950	Unit Identifier:	
Street Name:	MALDEN Rd		
City:	LASALLE		
Province:	ON	Postal Code:	N9H 1S4

CONTACT INFORMATION

Type:	Main Contact	Name:	Rob Mackie
Phone:	(519) 969-4143 x5015	Fax:	(519) 969-0070
Email:	rmackie@lasalle.ca		
Title:	Superintendent of Water & Wastewater		

Type:	Owner	Name:	Lena Petros
Phone:	(519) 969-7770 x1432	Fax:	(519) 969-5852
Email:	lpetros@lasalle.ca		
Title:	Manager of Water and Wastewater		

INSPECTION DETAILS:

Site Name:	TOWN OF LASALLE DISTRIBUTION SYSTEM
Site Address:	2170 JUDY RECKER Court LASALLE ON N9J 0C3
County/District:	LASALLE
MECP District/Area Office:	Windsor Area Office
Health Unit:	WINDSOR-ESSEX COUNTY HEALTH UNIT
Conservation Authority:	
MNR Office:	
Category:	Large Municipal Residential
Site Number:	220004402
Inspection Type:	Special Announced
Inspection Number:	1-NX810
Date of Inspection:	Aug 25, 2020
Date of Previous Inspection:	Jul 10, 2019

COMPONENTS DESCRIPTION

Site (Name):	MOE DWS Mapping		
Type:	DWS Mapping Point	Sub Type:	

Site (Name):	DISTRIBUTION (WATER INSPECTION)		
Type:	Other	Sub Type:	Other

Comments:

The Town is the owner and operating authority of a Class 1 water distribution system serving approximately 30,200 residents. The system, which consists of over 200 km of watermains, operates as a single pressure zone.

The Town's system is supplied by the City of Windsor Drinking Water System (DWS#220003421) via seven metered and valved interconnections along their northern boundary. Windsor's water treatment plant, which draws its water from the Detroit River, provides primary disinfection using conventional filtration and ozonation. Windsor also uses chlorination to provide secondary disinfection at both their plant and at their J.F. Cook Reservoir and Booster Station. The Town's system does not include any chlorination facilities. Rather, the Town uses a combination of manual and automated flushing to ensure adequate secondary disinfection is maintained within their distribution system.

There are three valved interconnections along their southern boundary with the Town of Amherstburg Distribution System (DWS#210000149). These connections are normally closed.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period.
This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.
This report is based on an inspection of a "stand alone connected distribution system" and was conducted remotely. This type of system receives treated water from a separately owned "donor" system. This report contains elements required to assess key compliance and conformance issues associated with a "receiver" system. This report does not contain items associated with the inspection of the donor system, such as source waters, intakes/wells and treatment facilities.
This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

The Town of LaSalle Distribution System (DWS#220004402) is a standalone connected distribution system owned by the Corporation of the Town of LaSalle. It receives treated water from the City of Windsor's Drinking Water System (DWS#220003421).

This inspection was conducted remotely and the inspection review period was July 1, 2019 to July 31, 2020.

Treatment Processes

- The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.
"Form 1- Record of Watermains Authorized as a Future Alteration" forms were prepared for the following projects:
1) Replacement of +/- 4420m of 200mm watermain on Canard Drive,
2) 4.5km of new 200mm watermain on Front Road.
- Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.
- The owner had evidence indicating that all chemicals and materials that come in contact with water within the drinking water system met the AWWA and ANSI standards in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.

Treatment Process Monitoring

- The secondary disinfectant residual was measured as required for the distribution system.
As per O.Reg. 170/03 s 7-2(3), the owner/operating authority of a system that provides secondary disinfection shall ensure that at least seven distribution samples are taken each week and are tested immediately for, (a) free chlorine residual, if the system provides chlorination and does not provide chloramination; or (b) combined chlorine residual, if the system provides chloramination.
During the inspection review period (July 1, 2019 to July 31, 2020), at least one free chlorine residual was taken on each day of the week in the distribution system.
- Samples for chlorine residual analysis were tested using an acceptable portable device.

Distribution System

- The owner had up-to-date documents describing the distribution components as required.
- There is a backflow prevention program, policy and/or bylaw in place.
The Town of LaSalle's By-law #7848 regulates cross connections and backflow prevention.
- The owner had implemented a program for the flushing of watermain as per industry standards.
- Records confirmed that disinfectant residuals were routinely checked at the extremities and "dead ends" of the distribution system.
- A program was in place for inspecting and exercising valves.
- There was a program in place for inspecting and operating hydrants.
- There was a by-law or policy in place limiting access to hydrants.
LaSalle's Public Works Department SOP#1 notes that only municipal staff (water department) and the fire department can operate hydrants.
If a hydrant is to be used anywhere within the Town, the contractor/user must call the Public Works Department to have a work order created. Upon receipt of the work order and when the hydrant is required, a LaSalle water/wastewater operator will install the hydrant hook up box (which includes a backflow preventer and water meter) and will operate the hydrant.
- The owner was able to maintain proper pressures in the distribution system and pressure was monitored to alert the operator of conditions which may lead to loss of pressure below the value under which the system is designed to operate.
It was noted that distribution water pressure typically averages around 62 psi.
- The donor had provided an Annual Report to the receiver drinking water system.

Operations Manuals

- Operators and maintenance personnel had ready access to operations and maintenance manuals.
- The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.
- The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.

Logbooks

- Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.
- For every required operational test and every required sample, a record was made of the date, time, location, name of the person conducting the test and result of the test.

Logbooks

- Logs or other record keeping mechanisms were available for at least five (5) years.

Security

- The owner had provided security measures to protect components of the drinking water system.

Within the LaSalle Distribution System, all autoflushers and sampling stations are locked.

Consumer Relations

- The owner and/or operating authority undertook efforts to promote water conservation and reduce water losses in their system.

The municipality monitors water loss through metering and customer complaints. In addition, they check volumes at boundary meters monthly and report unusual increases or decreases in flow (SOP#13). Boundary meters are tested every 10 years for flow accuracy.

Certification and Training

- The overall responsible operator had been designated for each subsystem.
- Operators-in-charge had been designated for all subsystems which comprised the drinking water system.
- All operators possessed the required certification.
- An adequately licenced operator was designated to act in place of the overall responsible operator when the overall responsible operator was unable to act

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples were being met.

As per O.Reg. 170/03 s10-2, the owner/operating authority for the system shall ensure that if a system serves 100,000 people or less, at least eight distribution samples, plus one additional sample for every 1,000 people served, are taken every month, with at least one sample being taken each week. Each of the distribution samples collected must be tested for E. coli and total coliforms and at least 25 percent of these samples must be tested for general bacteria population expressed as colony counts on a heterotrophic plate count (HPC).

During the inspection review period (July 1, 2019 to July 31, 2020) all microbiological water monitoring requirements for distribution water samples were performed.

- All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.

As per O.Reg. 170/03 s13-6.1, the owner/operating authority shall ensure that a minimum of one sample is collected and tested for haloacetic acid (HAA) per calendar quarter.

On January 1, 2020, the O.Reg. 169/03 standard for HAA (80ug/L) came into effect and is expressed as a RAA, where RAA is defined as "the running annual average of quarterly results" for HAA for a drinking water system. During the inspection review period (July 1, 2019 to July 31, 2020), these HAA quarterly samples were collected on July 15, 2019 (HAA result=5.8ug/L), Oct. 7, 2019 (HAA result=<5.3ug/L), Jan. 6, 2020 (HAA result=<5.3ug/L), Apr. 6, 2020 (HAA result=<5.3ug/L) and July 6, 2020 (HAA result=7.0ug/L). All of these HAA results were below 80ug/L and the average for the inspection review period was 5.7ug/L.

- All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within

Water Quality Monitoring

the required frequency and at the required location.

As per O.Reg 170/03 s13-6, the owner/operating authority shall ensure that a minimum of one sample is collected and tested for trihalomethanes (THM) per calendar quarter.

During the inspection review period (July 1, 2019 to July 31, 2020) these THM quarterly samples were collected on July 15, 2019 (THM result=27ug/L), Oct. 7, 2019 (THM result=27ug/L), Jan. 6, 2020 (THM result=17ug/L), Apr. 6, 2020 (THM result=21ug/L) and July 6, 2020 (THM result=19ug/L).

The Ontario Drinking Water Quality Standard(ODWQS) for THM is 100 ug/L (expressed as a running annual average of quarterly results). All of the THM results were below 100ug/L and the average for the inspection review period was 22ug/L.

- **The owner ensured that water samples were taken at the prescribed location.**
- **All sampling requirements for lead prescribed by schedule 15.1 of O. Reg. 170/03 were being met.**

This drinking water system is exempt from plumbing lead sampling as per the exemption in O.Reg. 170/03 Schedule 15.1. Under this exemption and as per subsection 15.1-5 (10), the owner/operating authority are required to test for pH and alkalinity during each of the two periods described in subsection 15.1-5 (5) (i.e. Dec. 15 to Apr. 15 and June 15 to Oct. 15) in every 12-month period and to test for lead during each of the two periods described in subsection 15.1-5 (5) in every third 12-month period. In accordance with the "Reduced Sampling Table" (found in O.Reg. 170/03 Schedule 15.1) and based on the population served by the LaSalle Distribution System, at least four sampling points must be tested in the distribution system per period (i.e. Dec. 15 to Apr. 15 and June 15 to Oct. 15). During the inspection review period (July 1, 2019 to July 31, 2020), water samples were collected from four locations within the distribution system on Oct. 1, 2019 (tested for alkalinity and pH) and Mar. 17, 2020 (tested for alkalinity and pH).

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**
- **The owner indicated that the required records are kept and will be kept for the required time period.**

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Summary Reports for municipal council were completed on time, included the required content, and were distributed in accordance with the regulatory requirements.**

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

Not Applicable

SIGNATURES

Inspected By:

Neil Gilbert

Signature: (Provincial Officer)

Reviewed & Approved By:

Marc Bechard

Signature: (Supervisor)

Review & Approval Date:

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

Stakeholder Appendix

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web

Inspection Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LASALLE DISTRIBUTION SYSTEM
DWS Number: 220004402
DWS Owner: Lasalle, The Corporation Of The Town Of
Municipal Location: Lasalle

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Standalone
Inspection Date: August 25, 2020
Ministry Office: Windsor Area Office

Maximum Question Rating: 240

Inspection Module	Non-Compliance Rating
Treatment Processes	0 / 33
Distribution System	0 / 4
Operations Manuals	0 / 42
Logbooks	0 / 22
Certification and Training	0 / 35
Water Quality Monitoring	0 / 71
Reporting & Corrective Actions	0 / 4
Treatment Process Monitoring	0 / 29
TOTAL	0 / 240

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LASALLE DISTRIBUTION SYSTEM
DWS Number: 220004402
DWS Owner: Lasalle, The Corporation Of The Town Of
Municipal Location: Lasalle

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Standalone

Inspection Date: August 25, 2020

Ministry Office: Windsor Area Office

Maximum Question Rating: 240

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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The Corporation of the Town of LaSalle

To: Members of the Water & Wastewater Committee

Prepared by: Lena Petros, Manager of Water and Wastewater

Department: Public Works

Date of Report: September 11, 2020

Report Number: PW-WWC-06-20

Subject: Water Meter Reading System Upgrades

Recommendation

That the report of the Manager of Water and Wastewater dated September 11, 2020 (PW-WWC-06-20) regarding water meter reading system upgrades BE RECEIVED for information.

Report

In 2014, the Town started water meter change program that involved over 3000 meter replacements. In January 2017, the project was completed and an in-house meter reading and billing had commenced using Sensus-Logic meter reading system and Vadim-iCity billing system.

Recently, Sensus upgraded their meter reading system with new software called Analytics. One of Sensus-Analytics benefits is a customer portal, which enables residents to view water consumption by creating a secure web account. The second benefits is more detailed water consumption data for future water modeling.

The Town currently does not have access to the customer portal features or the more detailed water consumption, however, we have explored what is involved to upgrade. The added cost associated with this upgrade is as follows:

1. One time fee for integration, setup, and training total of \$37,775.00.
2. Annual fee for up to 1500 users is \$7,500.00. Each additional user will cost \$3.40 per user annually.

Public works staff have been in contact with two other utility companies that are using Sensus-Analytics for reference.

Public Works proposes to prepare a more detailed cost analysis and report that will be brought forward during the 2021 budget deliberations.

Consultations

Type consultations here

Financial Implications

Capital cost of \$37,775.00

Operational cost of \$7,500.00 for up to 1500 user and \$3.40 per additional user

Prepared By:



Manager, Water and Wastewater

Lena Petros, C.E.T.

Link to Strategic Goals

	Enhancing organizational excellence
Yes	Sustain strong public services and infrastructure
	Strengthen the community's engagement with the Town
	Grow and diversify the local economy
	Build on our high-quality of life

Communications

Yes	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

Notifications

Name	Address	Email

Report Approval Details

Document Title:	PW-WWC-06-20 Water Meter Reading Upgrades.docx
Attachments:	
Final Approval Date:	Sep 14, 2020

This report and all of its attachments were approved and signed as outlined below:



Director, Public Works

Peter Marra



Chief Administrative Officer

Joe Milicia