

Appendix B – 2021-2022 New QMS Action Items

SR#	Action Item Description	Originating Source Topic	Type	Status
374014	Make a consolidated list of air release valves and inspect them	7. Operational Performance	Continuous Improvement	IN PROGRESS
375956	Initiate conversations with FlowPoint to establish bulk water use for staff only at pump stations	7. Operational Performance	Continuous Improvement	IN PROGRESS
375959	Critical Control Point Deviation – To discuss during risk assessment - Follow up what a critical control point deviation is. Should deviations from our SOP's be considered as a critical control point? Is an adverse sample considered a deviation?	3. Deviations from Critical Control Point Limits and Response Actions	Continuous Improvement	IN PROGRESS
375962	Meet to review trihalomethanes (THM) and haloacetic acid (HAA) sampling locations and frequency	4. Effectiveness of the Risk Assessment Process	Continuous Improvement	IN PROGRESS
375967	Plan and execute emergency training session with Environmental Services Staff	6. Results of Emergency Response Testing	Continuous Improvement	COMPLETE
376042	Review and update emergency response protocol document	6. Results of Emergency Response Testing	Continuous Improvement	IN PROGRESS
376018	Follow up with Region to get some additional detail on how they are managing sodium levels in the wells servicing Cambridge	8. Raw Water Supply and Drinking Water Quality Trends	Continuous Improvement	COMPLETE

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376029	G6 Well & Rahman Well Supply - Review process water map and ensure analyzers and backwashing are not dumping unmetered	8. Raw Water Supply and Drinking Water Quality Trends	Continuous Improvement	IN PROGRESS
376034	Review supply meter data with the Region	9. Follow-up on Action Items from Previous Management Reviews	Continuous Improvement	IN PROGRESS
376037	Follow up with City Planner (Lisa Prime) to discuss chlorine management in new developments as well as bulk metering requirements	10. Status of Management Action Items Identified Between Reviews	Continuous Improvement	IN PROGRESS
376038	Reinstate schedule for Best Management Practice (BMP) meetings and Quarterly Ops Meetings in 2022 with the Region of Waterloo	18. Consideration of Best Management Practices	Continuous Improvement	IN PROGRESS