SPECIAL COMMITTEE OF THE WHOLE  
– OPERATIONS AND ADMINISTRATION  
MINUTES  
THURSDAY, FEBRUARY 21, 2019  
4:30 P.M.  
COUNCIL CHAMBERS, BRANTFORD CITY HALL  

Mayor Davis in the Chair  

1. ROLL CALL  

Present: Councillor Martin, Councillor Wall, Councillor Vanderstelt, Councillor Sless, Councillor McCreary, Councillor Weaver, Councillor Antoski, Mayor Davis  

Regrets: Councillor Carpenter, Councillor Utley, Councillor Van Tilborg  

2. DECLARATIONS OF CONFLICTS OF INTEREST  

None  

3. PRESENTATIONS/DELEGATIONS  

3.1 Introduction by Beth Goodger, General Manager, Public Works Commission  

B. Goodger, General Manager, Public Works Commission, provided an introduction for the Drinking Water Quality Management Standard (DWQMS), Standard of Care Training and referenced the following:  

- The Statutory Standard of Care is Section 19 of the Safe Drinking Water Act (SDWA) of 2002.  
- The Standard of Care, which came into effect on December 31, 2012, expressly extends legal responsibility to people with decision-making authority over municipal drinking water systems. It requires that they exercise the level of care, diligence and skill with regard to a municipal drinking water system that a reasonably prudent person would be expected to exercise in a similar situation. It is also expected that they exercise this due diligence honestly, competently and with integrity.  
- The Standard of Care legislation applies to Municipal Councils and management, but does not apply directly to certified drinking water operators.
Justice Dennis O’Connor, 2002, Report of the Walkerton Inquiry:
“Since Dr. John Snow’s 1854 discovery in London, England, that drinking water could kill people by transmitting disease, the developed world has come a long way towards eliminating the transmission of water-borne disease. The Walkerton experience warns that we may have become victims of our own success, taking for granted our drinking water’s safety. The keynote in the future should be vigilance. We should never be complacent about drinking water safety.”

3.2 Overview of the Water Treatment and Distribution System by Selvi Kongara, Director, Environmental Services and Blair Kingsbury, Manager, Water Operations

A PowerPoint presentation entitled “Standard of Care – Drinking Water Operations” was made S. Kongara, Director, Environmental Services, highlights of which included the following:
- Vision
- Infrastructure
- Services
- Tutela Water System
- Major Programs
- Staff
- Funding
- 2019 Proposed Budget
- Safety of Drinking Water
- Communications

A copy of the PowerPoint presentation will be placed in the Committee meeting file.

Staff responded to various questions from Members of the Committee.

A PowerPoint presentation entitled “City of Brantford Drinking Water System” was then made by Blair Kingsbury, Manager, Water Operations, highlights of which included the following:
- City of Brantford Drinking Water System
- History of Water Treatment in Brantford 1886 to present
- Water Treatment and Water Distribution
- Holmedale Canal
- Low Lift Pump Station
- Actiflo
- Ozone
- Filtration
- Ultraviolet (UV) Disinfection
- Disinfection
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- Fluoridation
- High Lift Pumping Station
- Pumping Station and Reservoirs
- Supervisory Control and Data Acquisition (SCADA)
- Our Successes – Treatment Chemical Cost
- Our Success – Total Trihalomethanes (TTHM’s)
- Our Success
  - Water Distribution System
  - Staff Retention
- Challenges
  - SCADA Data Collection
  - Increase of chemical costs
  - Obsolete equipment and analyzers
  - Only one WTP
- WTP Treated Water Flows
- Summary

A copy of the PowerPoint presentation will be placed in the Committee meeting file.

Staff responded to various questions from Members of the Committee.

3.3 Standard of Care presentation by Brigitte Roth, Principal Consultant, Acclaims Environmental

A PowerPoint presentation entitled “Taking Care of Your Drinking Water – Brantford Water System” was made by B. Roth, Principal Consultant, Acclaims Environmental, highlights of which included the following:

- Why are we here
  - Walkerton Tragedy overview
  - Statutory Standard of Care
  - Council, as Owner, needs to:
    - Understand personal duty
    - Be informed: ask questions, get answers
    - Be vigilant
  - Provide an overview of Brantford drinking water system
- Walkerton Tragedy
- SDWA s. 19 Statutory Standard of Care – the Owner and decision-makers shall:
  - Exercise level of care, diligence and skill that a reasonable person would be expected to exercise in a similar situation; and
  - Act honestly, competently, with integrity ensuring the protection and safety of the users of the municipal drinking water system or be guilty of an offence (SDWA s.19(3))
- SDWA s. 19 – if found guilty of an offence
  - Maximum fines of up to $4 million for a first offence and provision for imprisonment for up to five years
- No minimum penalties are established
- Actual penalties would be decided by the courts depending on the severity and consequences of the offence
  - The provision of the *Municipal Act, 2001* does not limit the personal liability of members of Municipal Councils and officials subject to the duty imposed by SDWA s. 19
- Municipal Councillors and Officials could be penalized if a prosecution is commenced and a court determines they have failed to carry out the duty imposed under that section

- Sample charges
- Safe drinking water: a shared responsibility
  - The Province
  - Local Health Unit
  - Drinking Water System Owner (City of Brantford Council)
  - Accredited operating authority (City of Brantford Water System (water treatment and distribution))

- Duties – SDWA s. 11-18 (Owner and Operating Authority)
- *Safe Drinking Water Act, 2002*
- Ontario Drinking Water Standards, Objectives and Guidelines
- O. Reg. 170/03 Drinking Water Systems
- O. Reg. 128/04 Certification of Drinking Water System Operators and Water Quality Analysts
- Top Management: Competency and Years’ Experience
- A multi-barrier approach
- Source Protection Planning

Councillor Sless left the meeting at 6:07 p.m.

- Municipal Drinking Water Licence
- City of Brantford Water System Quality Management System Policy
- Effective monitoring and reporting
- Risks and plans to address these:
  - Adverse water quality (re: primary / secondary disinfection)
  - Ineffective filtration
  - Low / reduced distribution system pressures (re: backflow event potential)
  - Increased: sampling, monitoring, testing and preventive maintenance programs
  - Watermain break response by Certified Operators
  - Backflow Prevention Program

- Infrastructure planning
- Emergency Management
- Annual QMS Activities
- Reporting
• Ministry of Environment, Conservation & Parks (MECP) – Last MECP Inspection rating was 100%
• Effective Management: Customer Service
• Conclusions – Policy Direction
• Purpose of Quality Management
• Contact information

A copy of the PowerPoint presentation will be placed in the Committee meeting file.

The Consultant and Staff responded to various questions from Members of the Committee.

The following additional information was distributed to Members of the Committee, copies of which will be placed in the Committee meeting file:
• City of Brantford Water System Process Flow Diagram – Treatment – Revised December 15, 2017
• Taking Care of Your Drinking Water: 20 Questions

Moved by Councillor Weaver
Seconded by Councillor Antoski

THAT the following documents distributed to Members of City Council as part of Drinking Water Quality Management Standard (DWQMS), Standard of Care Training on February 21, 2019 BE RECEIVED:

i. PowerPoint presentation entitled “City of Brantford Drinking Water System”
ii. PowerPoint presentation entitled “Standard of Care – Drinking Water Operations”
iii. PowerPoint presentation entitled “Taking Care of Your Drinking Water – Brantford Water System”
vi. Taking Care of Your Drinking Water: 20 Questions

CARRIED

3.4 Delegations (list, if any, available at meeting)

None
4. ADJOURNMENT

The meeting adjourned at 6:30 p.m.

Mayor K. Davis
Chair

C. Touzel
City Clerk