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	Approved By: QMS Representative/QMS Designate	
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For 2021 Management Report (Reporting period July 31, 2020 (date of last meeting) to May 1, 2021)

Agenda Item	Decision/Action	Responsible (if action required)	Date Due	Status
a) Incidents of regulatory non-compliance	No decisions made or actions taken. No incidents of regulatory non-compliance.	N/A	N/A	Complete
b) Incidents of adverse drinking water tests	Lindsay – three adverse sample results during the reporting period were THM/HAA and required no follow up as per the Local Health Unit One adverse was due to low pressure. Resampling and flushing resolved the issue. No further decisions made/actions taken.	N/A	Resolved	Complete
c) Deviations from critical control point limits and response actions	No decisions made or actions taken	N/A	N/A	N/A
d) Efficacy of the risk assessment process	2020 Risk Review for Lindsay held September 23, 2020. All updates complete. Risk Assessment for Manilla and Sonya held March 24, 2021. All updates completed.	N/A	N/A	N/A
e) Results of audits (internal and external)	Internal audit held in November 2020. Limited scope internal audit for Manilla and Sonya DWS held in May 2021. All OFI's from 2020 audit addressed via training. All OFI's from 2021 audit to be addressed in a future training session. Surveillance audit held in March 2021 -	QMPC	Training session will be help as soon as possible	Ongoing

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Agenda Item	Decision/Action	Responsible (if action required)	Date Due	Status
	Result was zero non-conformances and zero OFI's. Onsite re-accreditation audit to occur July 19, 20 and 21 2021.	-Manager WWW -QMPC	July 19, 20 and 21 2021	Ongoing
f) Results of relevant emergency response testing	Training for 2021 not completed due to COVID. Will be booked ASAP.	QMPC	Before December 2021	Ongoing
g) Operational performance	No comments or decisions made	N/A	N/A	N/A
h) Raw water supply and drinking water quality trends	No decisions made or actions taken	N/A	N/A	Complete
i) Follow-up action items from previous management reviews	No decisions made or actions taken	N/A	N/A	Complete
j) Status of management action items identified between reviews	-CKL DWS license renewals with MECF and awaiting finalization. -CKL WWW Financial Plan complete	-Manager WWW	ASAP	Ongoing
k) Changes that could affect the QMS	-CKL becoming the Operating Authority for the treatment portions of the Sonya drinking water system and the Manilla drinking water system. The QMS Operational Plan / O&M's, SOPs etc. required substantial updates/edits	-Manager WWW -QMPC	March 1, 2021	Complete
l) Summary of consumer feedback	No decisions made or actions taken	N/A	N/A	N/A

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For 2021 Management Report (Reporting period July 31, 2020 (date of last meeting) to May 1, 2021

Agenda Item	Decision/Action	Responsible (if action required)	Date Due	Status
m) Resources needed to maintain the QMS	No decisions made or actions taken	N/A	N/A	N/A
n) Results of the infrastructure review	No decisions made or actions taken	N/A	N/A	N/A
o) Operational Plan currency, content and updates	No decisions made or actions taken	N/A	N/A	N/A
p) Summary of staff suggestions	No decisions made or actions taken	Management	N/A	N/A
q) New Business	No decisions made or actions taken	N/A	N/A	N/A
r) Date of Next Meeting	The next meeting will be held in late Spring/early summer 2022	QMPC	Spring/Summer 2021	TBA