

# THE VILLAGE OF MONTROSE

**POLICY TITLE:** WATER QUALITY NOTIFICATION POLICY

**POLICY #** 5600

**POLICY STATEMENT:**

It is the policy of Council to notify users served by the Montrose domestic water system of any water quality problems as soon as the Village becomes aware of a problem or potential problem.

**POLICY BACKGROUND:**

The Village of Montrose has traditionally relied on the provincial Public Health Officer to notify water users of any health problems related to the Montrose water system. With the adoption of the *Drinking Water Protection Act* the Village of Montrose has been assigned the responsibility to test the water and to notify water users of any water related health risks.

**POLICY GOAL:**

It is the goal of this policy to maintain a procedure of efficient and effective notification of users of the Montrose water system in the event of a proven or suspected public health risk associated with the Montrose water supply and distribution system.

**POLICY OBJECTIVES:**

1. For the purpose of maintaining public awareness of the water safety notification protocol, to distribute a copy of this policy, including schedules, annually to each household and business served by the Montrose water system.
2. To issue a "**Water Quality Advisory**" (schedule 'A') when any on of the following conditions apply:
  - a) A leak in a municipal water main line is suspected, but not yet located.  
**Protocol:** posting the notice on the Village and Post Office bulletin boards, and publishing a copy of the notice in the Trail Daily Times newspaper.
  - b) A leak in a municipal water main line is located.  
**Protocol:** posting the notice on the Village and Post Office bulletin board, and distributing a copy of the notice to residences and businesses served by that water main line.
  - c) *Two or more consecutive samples are reported with, or exceeding a total coliform of 10 per 100ml or reported as overgrowth.*  
**Protocol:** *Posting the notice on the Village Post Office bulletin board, publishing a copy of the notice to the Trail Daily Times newspaper, and delivering a notice to local hotels, motels, restaurants, and service stations.*
3. To issue a "**Boil Water Notice**" (schedule 'B') when any on of the following conditions apply:
  - a) An act of nature, e.g., a flood, in the immediate vicinity of one or more of the Village's wells.  
**Protocol:** posting the notice on the Village and Post Office bulletin board.
  - b) One water sample is received indicating presence of E. Coli.  
**Protocol:** posting the notice on the Village and Post Office bulletin board, publishing a copy of the notice in the Trail Daily Times newspaper, and announcing the notice on a weekly basis on CBC Radio and KBS Radio while the condition prevails.

4. To issue a "**Do Not Use Water Notice**" (schedule 'C') when any on of the following conditions apply:
  - a) A spill of a hazardous substance, e.g., liquid fuel, chemicals, etc., or possible contamination of an unknown substance due to vandalism in the immediate vicinity of one or more of the Village's wells.

**Protocol:** notification of Regional Emergency Coordinator, posting the notice on the Village and Post Office bulletin board, publishing a copy of the notice in the Trail Daily Times newspaper, and announcing the notice on a daily basis on CBC Radio and KBS Radio while the condition prevails.
  - b) Evidence of both unauthorized entry and suspected interference with a critical component of the water system infrastructure, e.g., a well or water storage tank.

**Protocol:** notification of the RCMP and the Regional Emergency Coordinator, posting the notice on the Village and Post Office bulletin board, publishing a copy of the notice in the Trail Daily Times newspaper, and announcing the notice on a daily basis on CBC Radio and KBS Radio while the condition prevails.
5. Notwithstanding the notification protocols for Water Quality, Boil Water, and Do Not Use Water Notices, copies of all notices issued pursuant to this policy shall be forwarded to the Public Health Officer, the Medical Health Officer, the Chair and all Board Members of the Beaver Falls Waterworks District, and the Mayor and all Councillors.
6. At any time, and under any condition, if a notice or a notification protocol other than the one prescribed in this policy is recommended or directed by the Public Health Officer or the Medical Health Officer, such recommendation or direction shall take precedence over this policy.
7. When a condition requiring a Notice pursuant to this policy no longer applies, a request to publish a "**Water Condition Normal Notice**" (schedule 'D') shall be submitted to the Public Health Officer.
8. When approved by the Public Health Officer, a "**Water Condition Normal Notice**" shall be issued following the protocol applicable to the Notice to be withdrawn.
9. The Public Works Foreman shall be responsible for the administration of this policy.

Submitted to the Public Health Officer for review on May 30, 2005.

Initially approved at meeting #15-05 on June 20, 2005.

Revised as per IHA, December 16, 2008

Last reviewed and revised at meeting #01-11 on January 17, 2011.

Last reviewed and confirmed unchanged at meeting #6-18, February 5, 2018

Next scheduled to be reviewed on February 4, 2019

## VILLAGE OF MONTROSE – WATER QUALITY NOTIFICATION POLICY – SCHEDULE 'A'

# **NOTICE**

## **WATER QUALITY ADVISORY**

The Village of Montrose issued this Water Quality Advisory Notice on (date) pursuant to Water Quality Notification Policy #5600.

This Notice has been issued for the following reason(s):  
(description of the problem encountered)

The Public Health Officer has been notified, and measures are being taken to correct the problem.

The risk associated with the problem is considered to be low. Persons with compromised immune systems should boil their drinking water or use bottled water as a precautionary measure.

Further notices will be issued if the condition should deteriorate, or if the risk to public health should increase.

A "Water Condition Normal Notice" will be issued when the Drinking Water Official is satisfied that the risk to public health has been eliminated.

For more information, please contact the Village Office at (250) 367-7234 or the Drinking Water Protection Officer at 1-888-426-7566.

## VILLAGE OF MONTROSE – WATER QUALITY NOTIFICATION POLICY – SCHEDULE 'B'

# BOIL WATER NOTICE

The Village of Montrose issued this Boil Water Notice on (date) pursuant to Water Quality Notification Policy #5600.

This Notice has been issued for the following reason(s):  
(description of the problem encountered)

The Public Health Officer and the Village's engineers are assessing the problem.

**All users of the Montrose water supply system are warned to:**

- a) Boil the water at a rapid boil for at least two minutes, before using the water.**

Further notices will be issued if the condition should deteriorate, or if the risk to public health should increase.

A "Water Condition Normal Notice" will be issued when the Public Health Officer is satisfied that the risk to public health has been eliminated.

For more information, please contact the Village Office at (250) 367-7234 or the Drinking Water Protection Officer at 1-888-426-7566.

## VILLAGE OF MONTROSE – WATER QUALITY NOTIFICATION POLICY – SCHEDULE 'C'

# DO NOT USE WATER NOTICE

The Village of Montrose issued this Do Not Use Water Notice on (date) pursuant to Water Quality Notification Policy #5600.

This Notice has been issued for the following reason(s):  
(description of the problem encountered)

The Public Health Officer and the Village's engineers are assessing the problem.

**It is advised that water from the Montrose water system**

## **NOT BE CONSUMED**

**or used in food preparation, performing dental hygiene, showering, bathing, cooking, laundry, or any other purpose that may bring the water in contact with people or animals as the water may be chemically or bacteriologically unsafe.**

Further notices will be issued if the condition should deteriorate, or if the risk to public health should increase.

A "Water Condition Normal Notice" will be issued when the Public Health Officer is satisfied that the risk to public health has been eliminated.

For more information, please contact the Village Office at (250) 367-7234 or the Drinking Water Protection Officer at 1-888-426-7566.

VILLAGE OF MONTROSE – WATER QUALITY NOTIFICATION POLICY – SCHEDULE 'D'

<p style="text-align: center;"><b>NOTICE</b></p> <p style="text-align: center;"><b>WATER CONDITION NORMAL</b></p>
---

The (specify) Notice issued by the Village on (date) pursuant to Water Quality Notification Policy #5600 is hereby rescinded.

The problem has been resolved and the Public Health Officer has confirmed that the quality of the Montrose water system once again meets all public health requirements.

In the event of a reoccurrence of the problem, or a new water quality problem, a new notice will be issued.

For more information, please contact the Village Office at (250) 367-7234 or the Drinking Water Protection Officer at 1-888-426-7566.