

	<b>INTERLAKE WATER UTILITY POLICY</b>	<b>NO.</b>	<b>2021-02</b>
	<b>POLICY TITLE: PRECAUTIONARY WATER ADVISORY CONTACT</b>	<b>EFFECTIVE DATE:</b>	<b>Sept. 22, 2021</b>
		<b>REVISION LETTER:</b>	
		<b>FINAL APPROVAL</b>	<b><i>Resolution: 94-21</i></b>

## 1.0 PURPOSE

- 1.1 To ensure that the **Interlake Water Utility Board**:
- a) Has a formal policy requesting the affiliated municipalities to provide the Interlake Water Utility Board with the primary point of contact for public alerts for drinking advisories.

## 2.0 DEPARTMENT(S) AFFECTED (SCOPE)

- 2.1 Department(s) Affected: **INTERLAKE WATER UTILITY OPERATIONS**

## 3.0 POLICY

- 3.1 **Policy Statement:**
- a) The Interlake Water Utility Board has public safety protocols, as required by the Province of Saskatchewan, to advise the public of precautionary drinking water advisories, such as a precautionary drinking water advisory, or a boil water advisory.
  - b) This public notification ensures that the public is made aware of potential contamination of water in the distribution system, and to take additional precautions prior to consuming the water.

## 4.0 DEFINITIONS

- 4.1 The following terms are defined as such but limited to:
- “Administrator”**: the individual appointed by the Interlake Water Utility Board for administering the procedures and policies of the public utility.
- “Depressurization”**: where the integrity of water quality pressure has been compromised due to a breach in a distribution line.
- “Distribution Line, Local”**: the individual, smaller, water pipelines that are located within each sector of the Interlake water distribution system. This typically includes lines located in: West Chatfield, Day’s Beach, Trevesa Beach, Summerfield Beach, and/or Cochin.
- “Distribution Line, Main”**: the main water pipeline that connects to all local distribution lines and the Water Treatment Plant.
- “Distribution System”**: the entire Interlake pipeline system that disperses water within the Interlake service area.
- “Foreman”**: the individual appointed by the Interlake Water Utility Board for the completing and monitoring the operations of the public utility.
- “Interlake”**: means the Interlake Water Utility corporation.
- “Interlake Water Utility Board”**: means the individuals appointed from the Resort Village of Cochin and the Rural Municipality of Meota No. 468 to represent each municipality on the decision-making board for the public utility.

**“Meter”**: shall mean the individual or compound water meter and all other equipment and instruments supplied and used by the Interlake Water Utility Board to calculate and registered the amount of water consumed relative to the land and buildings which the meter is designed to monitor.

**“Meter Box”**: is an asset that transitions the distribution of public utility water to private water systems located on private property. This meter box is the property of the Interlake Water Utility and is to be accessed only by Interlake service personnel.

**“Municipality”**: shall mean the Rural Municipality of Meota No. 468 and/or the Resort Village of Cochin.

**“Water Security Agency”**: the provincial agency responsible for the operation of the Water Treatment Plant.

**“Water Treatment Plant”**: the facility that chemically treats the intake water from the source well prior to distributing the water for private consumption through distribution lines.

## 5.0 RESPONSIBILITIES

- 5.1 The Administrator is responsible for ensuring compliance to this policy.
- 5.2 The Utility Board shall review all policies every three years for compliance and effectiveness of the policies.

## 6.0 IMPLEMENTATION

- 6.1 The **Administrator** shall communicate with each municipality in January of each year to receive a copy of the municipal procedure appointing an individual to be the primary point of contact for the **Administrator** should an advisory be issued by the **Water Security Agency**.
- 6.2 The **Administrator** shall advise the Board accordingly of the municipal procedure and appointment, which shall be appointed by resolution by the Board annually.
- 6.3 The **Administrator** shall create, update and maintain annually a register of primary point of contacts affiliated with all policies by Interlake, which shall also be accessible to the **Foreman** and the **Board** at any such time as it is required.

## 7.0 DOCUMENT APPROVAL

ROLE	POSITION	NAME OF THE APPROVER	DATE APPROVED
Author	Northbound Planning	Public Utility Board	Sept 22, 2021
Final Approver	Public Utility Board	RESOLUTION: 94-21	Sept 22, 2021

## 8.0 REVISION HISTORY

EFFECTIVE DATE	REVISION LETTER	DOCUMENT AUTHOR	DESCRIPTION OF CHANGE
0	A	Northbound Planning	Initial release