

WATERWORKS EMERGENCY PLAN

Valley Ridge Community Cooperative

Date Completed: Nov 20, 2012

Date Approved By Waterworks Board: Nov 27, 2012

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Date Revised by Waterworks Board: January 16, 2022

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Date Revised by Waterworks Board: August 31, 2024

Date Revised by Waterworks Board: January 14, 2025

Section 1 – Introduction and Policy Statement

The intent of this emergency plan is to ensure the safety of consumers and the protection of life, property, and the environment in the most efficient way possible in the event of an unexpected incident. This plan deals with events that may affect water quality. The performance goals and acceptable levels of service are outlined below.

Goal 1: Life Safety

The primary goal of the water system is to ensure the safety of its residents. At all times, safe, clean water should be provided to the public.

Examples of conditions that should never occur are:

- the failure of the distribution system;
- the distribution of contaminated water;
- the release of hazardous materials;
- and the collapse of structures.

Section 2 - Emergency Response Contact List

Waterworks Name	<u>Valley Ridge Community Cooperative</u>
Source Water	<u>Buffalo Pound WTP via City of Moose Jaw</u>

PERSONNEL CONTACT • PHONE / FAX NUMBERS

CONTACT NAME		CELL	Email
Operator's Name	Jamie Tatum	306-631-5011	Jamie.tatum@hotmail.com
President of Board/Water Coordinator	Debbie Beaton	306-313-2080	debbieb@sasktel.net
Vice President	Jim Allen	306-631-7577	jim.liz@sasktel.net
Treasurer	Kerri Dayton	306-631-6391	k.packard@sasktel.net

EMERGENCY CONTACT NUMBERS

CONTACT NAME		WORK	CELL	Email
Sask Health, Moose Jaw Office	Ask for PHI on call	306-691-1500		
Water Security Agency Environmental Project Officer	David Fehler		306-630-3683	
Water Security Agency 24hr Upset Report		1-844-536-9494		
Saskatchewan Emergency Management Organization (EMO) 24 Hour Line – 7 Days a Week	Regina	306-787-9563		
SE Spill Emergency Number (For Spills Only)		1-800-667-7525		
Police	911	306-694-7600		
Ambulance		911		
Fire Department		911		
Municipal Engineer				
Pump Manufacturer	Clark's Supply	306-693-4334		
Chlorinator Manufacturer		N/A		
Chemical Supplier	ClearTech	306-664-2522		
Excavation Services	J. Wilk Excavating	306-693-4795		
Electrician	Pro-Tec Electric	306-693-7733		
Plumbing Services	Clark's Supply	306-693-4334		
Bulk Water Hauler	Oasis on Wheels	306-693-7481		
Bottled Water Supplier	Culligan	306-693-0606		

UTILITY CONTACT NUMBERS

CONTACT NAME		
Sask Power	Emergency Contact	306-310-2220
Sask Power	General Inquiries	1-888-757-6937
Sask Tel	Repair Service and Locate	1-866-828-4888
Transgas	Emergency	306-777-9800
Sask Energy	Emergency	1-888-700-0427
Sask Energy	Line Locate	1-866-828-4888
CP Railways		1-800-795-7851
CN Railways		
SaskWater	MJ Head Office	1-888-230-1111

Section 3 - Organizational Responsibilities

Waterworks Emergency Planning and Crisis Management Task Force Members

Water Quality Crisis Coordinator

Public Relations Coordinator

- 1. President – Debbie Beaton**
Cell # 306-313-2080
- 2. Vice President – Jim Allen**
Cell # 306-631-7577

Water Security Agency

David Fehler, Environment Project Officer
111-101 Fairford St. East Moose Jaw SK, S6H 7X9
Cell - 306-630 3683 DAVID.FEHLER@WSASK.CA

Saskatchewan Health Authority – Moose Jaw Office

1000B Albert St
Moose Jaw SK
Phone: 306-
691-2300

Section 4 - Notification and Communication

Emergency Notification to Customer

The system notifies all system users via the following manner in case of an emergency:

✓ Phone calls and/or email depending on time sensitivity of the emergency. All residents have contact list with phone/email for all residents.

Signs

All example signs (Precautionary Drinking Water Advisory & Emergency Boil Water Order) are available from Water Security Agency document entitled “Adverse Drinking Water Quality Incident and Bacteriological Follow-Up Standard, November 2019, EPB 505.”



Precautionary Drinking Water Advisory

This Advisory applies to residents and users of **Valley Ridge Community Coop** water works system, and is **effective immediately or insert future date at XX:XX a/pm**.

Pursuant to clause 36(1)(a) of The Environmental Management and Protection Act, 2010 this Precautionary Drinking Water Advisory is issued due to **work on the system causing depressurization resulting in the safety of the drinking water supply cannot be ensured at all times. Therefore, pursuant to clause 36(1)(b) of The Environmental Management and Protection Act, 2010, consumers must be notified to:**

- (a) boil all water, used for drinking purposes, for at least one (1) minute, at a rolling boil, prior to use;
- (b) boil water to be used for other activities where it may be ingested, including:
 - (i) brushing teeth or soaking false teeth;
 - (ii) washing fruits and vegetables;
 - (iii) food or drink which will not be subsequently heated; and
 - (iv) ice cubes;
- (c) not use the water for washing dishes, unless the water has been boiled or the dishes are sanitized in another fashion. Washed dishes and utensils can be soaked in a bleach water solution (approximately 2 tablespoons of bleach per gallon or 10 ml of bleach per liter of water) for at least two minutes after being washed to kill any bacteria which may be present. Note: Do not mix bleach with soaps or detergents.
- (d) not drink from any public drinking fountains supplied with water from the public water supply;
- (e) ensure that younger children and infants are sponge bathed;
- (f) use an alternative water source known to be safe, if they do not wish to boil the water; and
- (g) consult with your physician if you have cuts or rashes that are severe before using the water.

Under most circumstances, there is no need to boil water used for other household purposes. Adults, adolescents, and older children may shower, bathe or wash using tap water but should avoid swallowing the water. Laundry may be washed in tap water, either by hand or by machine.

This Advisory is effective on the date and time listed above and will not be lifted until the water supply is determined to be completely safe.

If you require any additional information, please contact the following:

Valley Ridge Cooperative	306 – 313 – 2080
Water Security Agency	306 – 630 – 3683
Saskatchewan Health Authority, Moose Jaw	306 – 691 – 1500

Section 5 - Technical Action Plans

Many emergency situations can lead to water quality degradation, for example, a main break, a power outage, pumping equipment failure, or a natural disaster. Other emergency situations are a direct result of a water quality problem, such as a waterborne disease outbreak, bacterial contamination of the distribution system or contamination of the source of supply. Water service can be disrupted by these events, and water quality can be threatened if not degraded.

1) Flood Conditions

Trigger Events: Widespread flooding occurs.

(Disaster)

Actions:

- Notify Water Security Agency – Environmental Project Officer
- Notify users of the potential for water contamination, loss of pressure, power, etc. Users should be advised to store some drinking water in advance and to boil any suspect water for one minute.
- Contact local media for public service announcement (where all customers can not be notified by phone)
- Contact government agencies (see below) for advice and assistance.

Contacts:

- Board Members, Water Security Agency (Local Environmental Project Officer), Saskatchewan Emergency Planning, and others as necessary.

2) Outbreak of a Waterborne Disease

Trigger Events: Local Health District notifies the water system of a confirmed outbreak.

(Major emergency to disaster)

Actions:

- Notify Water Security Agency – Environmental Project Officer
- Notify users of the potential for water contamination. Users should be advised to boil any suspect water for one minute.
- Contact government agencies (see below) for advice and assistance.

Contacts:

- Board members, Water Security Agency (Local Environmental Project Officer), Saskatchewan Emergency Planning, and others as necessary.

3) Microbial Contamination Detected

Trigger event: A positive microbial test result is received for the treated water.

(Routine incident to major emergency)

Actions:

- Follow Saskatchewan's Bacteriological Follow-up Procedures document.

Contacts:

- As per Saskatchewan's Bacteriological Follow-up Procedures document.

4) **Distribution System Problems**

a) **Significant loss of pressure in the system**

Trigger Events: Potential Backflow throughout the distribution system

(Major Emergency)

Actions:

- Notify Water Security Agency – Environmental Project Officer
- Notify users of to boil their water for one minute or take other disinfection procedures or as instructed by Water Security Agency
- Purge and disinfect lines as directed.

Contacts:

- Owners of water system, Water Security Agency (Local Environmental Project Officer)

b) **Water Breaks - Sanitary Repair Procedures**

Trigger Event: Main Line Breaks

(Major Emergency)

Repairing a main break is the most common type of emergency maintenance in a distribution system. Depending on site-specific conditions, a main break may be a source of contamination. For example, if the damaged pipe is below the water table or in contact with a sewage or storm water main, contamination may occur. As noted below, maintenance procedures differ for main breaks between those breaks likely and unlikely to cause contamination. Contact your local Environmental Project Officer if you are unsure about whether contamination is expected for a particular break.

If contamination is not expected,

Actions:

- Call excavation contractor
- Treat the replacement pipe and fittings with a chlorine solution.
- Notify downstream users of interruption of water service, if required

Contacts:

- Owners of the water system, excavation contractor and others as necessary

If the existing main is partially or wholly dewatered, some of the following steps may be necessary to repair the main:

Actions (AWWA C651-99):

- Control water loss by completely or partially shutting down the main.
- Flushing may be used to minimize flow toward the damaged main, thus reducing the extent of possible contamination.
- Water should be reduced to a level below the break as quickly as possible. Groundwater may be treated with hypochlorite while repairs are underway. If the water appears to be clear, a 25 to 50 ppm dose may be sufficient. If sewage is present, a dose greater than 100 ppm is suggested.
- Customers at higher elevations than the break should be notified to shut off the inlet valve at their meter to prevent siphoning of hot-water tanks or softeners.
- Extensive flushing may be used to purge possible contaminants and to bring clear water to the point of damage.
- Chlorine residuals should be checked hourly to evaluate the effectiveness of pumping and flushing procedures.
- Mains which have been repaired after a break or leak need to be cleaned, disinfected and monitored before being returned to service.
- Monitoring that follows a main disinfection or the addition of a new facility usually entails a check for microbial activity and disinfectant residuals.

Contacts:

- Owners of water system, Water Security Agency (Local Environmental Project Officer), excavation contractor and others as necessary.

5) Customer Complaints

Trigger Event: Consumer complaint

(Routine Incident)

Water quality complaints should be logged in a retrievable format for tracking and reporting purposes. Tracking the complaints can help identify problem areas of the system. Temporary fixes (such as flushing) should not be used to address chronic water quality problems (such as excessive chlorine demand, turbidity, sediment, corrosive water, etc.).

Actions:

- Log the water quality complaint.
- Investigate the water quality complaint.

Contacts:

- None