

# Staff Report



To **Committee of the Whole**  
Service Area Infrastructure, Development and Environment  
Date Tuesday, March 4, 2025  
Subject **2024 Water Services' Annual Report, Summary Report and Water Efficiency Strategy Progress Report**

## Recommendation

1. That Guelph City Council receive the 2024 Water Services' Annual Report and Summary Report.
2. That Guelph City Council receive the 2024 Water Efficiency Strategy Progress Report.

## Executive Summary

### Purpose of Report

The 2024 Water Services' Annual Report and Summary Report have been prepared in accordance with the Safe Drinking Water Act (SDWA, 2002); and regulatory reporting required under O. Reg. 170/03 – Section 11 and Schedule 22 and must be received by Council.

The 2024 Annual Report (Attachment 1) must be prepared not later than February 28, 2025, and include a brief description of the drinking water system, a summary of adverse water quality results, a summary of results of required tests, a description of corrective actions taken, a description of major expenses incurred and the location where the public can access a copy of the Summary Report.

In addition to the Annual Report, a Summary Report (Attachment 2) must also be prepared and provided to the owners of the drinking water system not later than March 31, 2025. The Summary Report includes information regarding applicable legislation, a statement of compliance, including a summary of the latest inspection results, and a summary of water consumption and flow rates.

Due to the regulatory requirements noted above, the Water Services' Annual Report and Summary Report are presented as a separate report from the Corporate Annual Report.

Council approved the 2016 Water Efficiency Strategy (WES) defined programs, policies, and resources to help the City meet reduction targets in average daily water production set-out in the 2014 Water Supply Master Plan. The 2024 WES Progress Report (Attachment-3) outlines the individual program successes and the progress to-date in achieving the reduction target of 9,147 cubic metres in average daily production by 2038.

## **Key Findings**

- In 2024, Water Services maintained its commitment of providing consumers in the City of Guelph and the Gazer Mooney subdivision in Guelph/Eramosa Township with a safe, consistent supply of high-quality drinking water while meeting or exceeding, and continually improving on legal, operational, and quality management system requirements.
- Since the implementation of the 2016 WES, the cumulative water savings achieved to date is 2,467 cubic metres per day.
- The total water savings achieved for 2024 was 203 cubic metres per day, falling short of the annual target (719 cubic metres per day).
- Average daily residential water use in Guelph (162 liters per person) decreased by 2.3 liters in 2023 from 2022, remaining below the provincial (187 liters per person) and national (223 liters per person) averages. 2024 consumption data is not finalized in time to include in the annual report.
- In 2024, 592 rebate applications and audits were completed through the City's residential rebate programs. An additional two audits and three business upgrades were processed, along with upgrades to five City facilities.
- Various indirect water savings programs, public outreach and education programs were also delivered to Guelph residents to motivate water conservation and efficiency action.

## **Strategic Plan Alignment**

The City's strategic plan theme 'Environment' supports the objective to conserve and protect Guelph's drinking water. Ontario Safe Drinking Water Act (2002) requires municipalities to prepare and submit Annual Report and Summary Report for review and approval by the system Owner (City Council).

## **Future Guelph Theme**

Environment

## **Future Guelph Objectives**

Environment: Empower the community to help create a sustainable city

## **Financial Implications**

All financial implications of the Report were included as part of the Council-approved 2024 Water Services Non-Tax Operating and Capital Budgets.

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## **Report**

2024 Annual Report

The 2024 Annual Report, Attachment-1, has been prepared in accordance with terms and requirements set out in the Safe Drinking Water Act (2002), Section 11 of Ontario Regulation 170/03. It covers the period from January 1 to December 31, 2024 and the owner (City of Guelph Mayor and Council) must ensure that the annual report is prepared no later than February 28, 2025. As per Section 11 of the regulation, the report includes:

- a. Brief Description of the Drinking Water System
- b. Summary of Adverse Water Quality Results.
- c. Summary of Results of Required Tests.
- d. Description of Corrective Actions Taken.

- e. Description of Major Expenses Incurred; and
- f. Location of Summary Report

Copies of the City of Guelph's Annual Report are available electronically through the City's website at [www.guelph.ca/Plan-and-strategies/performance-reporting](http://www.guelph.ca/Plan-and-strategies/performance-reporting)

## 2024 Summary Report

In addition to the Annual Report, Schedule 22 of Ontario Regulation 170/03 requires large municipal residential water systems to complete a Summary Report. The Summary Report, attachment 2 covers the same time period as the annual report and must be prepared and received by the owner of the system not later than March 31, 2025. The report follows the requirements prescribed in Schedule 22 of the regulation for the purpose of enabling the owner of the system to assess the capability of the system to meet existing and planned uses of the system and includes:

- a. Applicable Legislation.
- b. Statement of Compliance.
- c. Summary of Quantities and Flow Rates; and
- d. Communication.

## Drinking Water Inspection Results

The Ministry of the Environment, Conservation and Parks (MECP) aims to inspect every drinking water system annually. The MECP conducted an unannounced and focused inspection of the drinking water system from October 15, 2024, to January 17, 2025. The primary focus of this inspection was to confirm compliance with MECP legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices. The inspection period covered the period of November 1, 2023, to September 30, 2024.

There were two non-compliances with regulatory requirements, both were self-identified prior to this inspection but noted in the final report. No further actions are required. Corrective actions were implemented at the time of the incidents. Note: the non-compliances identified did not result in any improperly treated water reaching customers.

## Financial Implications

All financial implications of the Report were included as part of the Council-approved 2024 Water Services Non-Tax Operating and Capital Budgets.

## Consultations and Engagement

Departmental consultation completed in support of the 2024 Water Services Annual Report, Summary Report and Water Efficiency Strategy Progress Report include:

- Engineering and Transportation Services.
- Finance
- Planning and Building Services.

## **Attachments**

Attachment-1 2024 Water Services' Annual Report

Attachment-2 2024 Water Services' Summary Report

Attachment-3 2024 Water Efficiency Strategy Progress Report

## **Departmental Approval**

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