

TOWN OF STEWIACKE

GROWTH



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POLICY – BOIL ORDER ADVISORIES POLICY # 2000 - 06

Objective:

The objective of this policy is to set in place a reporting line of responsibility in the event of a boil order advisory notification, and to promote an effective manner of notifying water utility customers.

1 Boil Order Advisories

A Boil Order Advisory Notification is a written notice, signed by the proper authority, and containing a recommendation that water from the Town of Stewiacke distribution system should be boiled prior to consumption or other personal use.

2 Authority

Issuance to the Public

Boil Order Advisories may be issued to the public by the following:

- Minister of Health
- Department of Environment
- Chief Administrative Officer

Boil Order Advisories issued by the Minister of Health, or Department of Environment shall be in writing, signed by the appropriate authority, and specify the reason(s) for the boil order advisory. This notification is to be faxed to the Town of Stewiacke, with original correspondence to follow.

The notification shall be directed to the Chief Administrative Officer of the Town, who shall ensure the following are advised of the situation:

3 Notification – Boil Order Advisory

The following are to be notified immediately of a Boil Order Advisory:

- Treatment Plant Operators
- Mayor and Council
- Department of Environment
- Minister of Health
- Businesses (Appendix A)
- Radio Stations and Press (Appendix B)
- Residents (See Appendix C for posting of Notification)
(See Appendix D for List of Water Volunteers)
(See Appendix E "DOE" Information to be mailed to residents)

Boil Order Advisory notification by the Treatment Plants Operator to the CAO shall be in writing, signed by the Operator, and specify the reason(s) for the boil order advisory. The CAO shall start the notification process.

4 Continuation – Boil Order Advisory

As long as the Boil Order Advisory remains in effect, the Chief Administrative Officer shall provide a weekly update to the sources as noted in the notification procedure, unless it is determined by the CAO that some variation should apply. If any changes occur, a daily update will be provided by the CAO. Any public requests arising from the continuation of the advisory shall be brought to the attention of the CAO and the Mayor and Town Council.

As long as the Boil Order Advisory remains in effect, Staff will record and document any information relating to the Boil Order Advisory, such as telephone callers, dates and times of calls, response to inquiries, etc.

5 Cessation of Boil Order Advisory

Cessation or “lifting” of a Boil Order Advisory shall be issued by the same authority, and in the same manner, as contained in the Notification of Boil Order Advisories.

Once received, the CAO shall notify sources, as listed in the notification procedure, regarding cessation of the boil order advisory in the Town of Stewiacke.

6 Report

Following Cessation of the Boil Order Advisory the Treatment Plants Operator shall provide to the CAO, within three days, a detailed report on the cause of the advisory, and steps which have been taken to prevent a further occurrence. Copies of this report are to be provided to authority from whom the order originated, and to the Mayor and Councillors

Annotation for Official Policy Book	
Date of Notice to Council Members of Intent to consider: <u>July 21, 2000</u>	
Date of Passage of Current Policy: <u>July 27, 2000</u>	
I certify that this policy was adopted by Council as indicated above.	
_____	_____
CAO / Clerk	Date

Appendix A

Establishments to be notified in the event of a water boil advisory.

Dentists	Dr. R. Cruz	639-2440
Doctors	Stewiacke Medical	639-2484
Drugstores	Stewiacke Pharmasave	639-2271
Schools	Stewiacke Elementary Smiles & Chuckles Stewiacke Pre School	639-3100 639-2305
Food Preparation Facilities	Tim Hortons Dairy Queen Kentucky Fried Chicken Fast Freddy's Whistlers Iron Forge Franks Pizza Foodland Stewiacke Gift Boutique	639-9091 639-2300 639-2244 639-9966 639-9221 639-9399 639-2122 639-2092 639-2361
Hairdressing operations	Darlenes Unique Styles Ruth Sheehy Janet Dickie Nadine Wright	639-9167 639-2235 639-2277 639-9055

Appendix B

Public Announcements and Press – Water Boil Advisory

Radio Stations:

CKCL and CKTO(FM) Truro	893-6060
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Press

Truro Daily News	893-9405
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Appendix C

Posting of Notification to Residents – Boil Order Advisory

Posting Locations:

- 1 Town Office
- 2 Branch Library
- 3 Post Office
- 4 Drugstore
- 5 Foodland Store

Appendix D

Water Volunteers

(These individuals will call residents on the noted streets to advise of a Boil Order Advisory).

Volunteer Names

Judy Andrews	639-9054	Main St. East & Pleasant Hill
Cathy Downey	639-2927	Asquith Avenue
Grace Gourley	639-9093	Dunrovin St.
Catherine MacKay	639-2474	George St.
Maria Cameron	639-9778	Riverside Avenue
Clara Wright	639-2841	St. Andrews St.
Donna Kent	639-2493	St. Andrews St.
John Rogers	639-9046	Tower Road & Windcrest

DEPARTMENT OF ENVIRONMENT

Fact sheet on domestic water usage when a Boil Advisory is in effect.

Disinfecting Water

Water can be disinfected in a number of ways including boiling or adding household bleach, which contains chlorine. Please see the table below for details on disinfecting water.

	Method	Amount	Time
Boiling	Bring water to a rapid boil and continue to boil for at least 2 minutes		Boil for at least 2 minutes
Adding Bleach	Use household bleach (5.25% sodium hypochlorite)		
	a) for washing dishes in the sink	a capful (10 ml) of bleach per sink of water.	mix and let sit for 1 minute before use
	b) for bathing in the bathtub	3 ounces (85 ml) of bleach per standard tub	mix and let sit for 10 minutes
	c) for whirlpool tubs	follow manufacturers instructions	

Only boiled water should be used for:

- Drinking
- Use in formulas or mixing juice or other drinks
- Making of ice cubes

Only disinfected water (boiled or bleached) should be used for:

- Washing and bathing
- Washing dishes
- Humidifiers
- Washing food that will be consumed uncooked such as fruit or vegetables

Note: Showering is not recommended if water contains fecal coliforms.

It is not necessary to use disinfected water for:

- Laundry
- Washing floors and other household cleaning

Point of use treatment units on the consumers tap or water line cannot be depended upon to adequately disinfect water.

Users that must take precautions during a Boil Advisory

Restaurants

It is necessary to boil water for:

- All drinking water
- Soft drink post-mix machines
- Ice cubes and any ice products (shaved or bloc ice) used in food or drinks
- Washing any food that would not be cooked
- Vending machines that use water that does not reach boiling temperatures as part of their design

It is not necessary to boil water for:

- Soft drink pre-mixed machines
- Cooking and baking
- Coffee machines which achieve boiling temperatures as part of their design

Food Production

- Dairy Plants – The contaminated water must not contact products following the pasteurization procedure and water used in clean-in-place procedures and in cleaning of product related equipment must be properly chlorinated.
- Bottling Plants – Pre-superchlorination and chorine removal must be part of production procedure
- Ice Making – It is prohibited to make ice for domestic purposes or for cooling or preservation of food, from water that is likely to make the ice impure or is liable to produce disease.

Hospitals, Schools, Special Care Facilities, Dental or Physician Clinics, etc.

- Boil water or use alternate potable water supply in all applications of tap water intended for consumption or treatment procedures where a risk of infection is possible. Assess all water usage in consultation with infection control personnel.

Water Vending Outlets (Including Wine and Beer Vending)

- Assess each system individually