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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** December 31, 2002  
**File No.:** 0360-20 KJWC

**To:** City Manager

**From:** Water Manager

**Subject:** **Centralized Cross Connection Control Program**

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### **RECOMMENDATION:**

THAT Council approve the City of Kelowna's participation in the Kelowna Joint Water Committee centralized cross connection control registry;

AND THAT Council approve the Memorandum of Understanding between all Kelowna Joint Water Committee members as attached to the report from the Water Manager dated December 31, 2002;

AND THAT the Council representative appointed to the Kelowna Joint Water Committee be authorized to execute the Memorandum of Understanding on behalf of the City of Kelowna.

### **BACKGROUND:**

Since its inception, the Kelowna Joint Water Committee (KJWC) has developed and implemented a number of cooperative programs throughout the five water jurisdictions in order to improve service to its various customers. As part of the Water Quality Task Force recommendations, the joint Water Committee was directed to develop a common approach to cross connection control within the community. Cross connection programs are implemented by water purveyors to prevent the risk of contaminants from back flowing or being directed into the community water system. This is accomplished by the purveyor assessing customer risk of back flow and the customer installing back flow prevention devices where required to mitigate any risk identified. Prior to this initiative it was recognized that each District had a program of sorts, however these programs were operating at very different levels and with different standards. The KJWC managers therefore began to develop a centralized approach to cross connection control. Since that time these programs have become a mandatory requirement of purveyors by the Interior Health Authority.

Although the responsibility of issuing permits and the inspection of new installations resides with the Building Department, a catch-up program covering the existing customer base rests with the individual members of the KJWC. Each member will be required to work with existing customers to perform assessments and advise the customer on what device(s) needs to be installed to mitigate risk. In 1998 Council approved a cross connection control program and coordinator position for the City water utility and since that time the Utility has been working with its industrial & commercial customers to ensure assessment are completed and that devices are installed where required. All devices will need to be tested and tracked annually to comply with code and program requirements. It is expected that over 4000 devices will be in place citywide once this existing customer base has been completed. All new building development applications are also being assessed as part of the application process and will add to this inventory.

As part of the KJWC program development it was recognized that centralized administration to track all devices in one common database was both cost effective and in the best interest of all

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purveyors and their customers. It was further recognized that because the City of Kelowna water utility had already developed a program and a mechanism for tracking its devices that this database could be expanded to include the tracking of those devices installed in other Districts. Regular activity reports for device testing and compliance would be provided to each District from the central registry. Each District has agreed to the terms outlined in the Memorandum of Understanding and to compensate the City Water Utility based on an agreed to per device charge for this service. The total annual cost to administer the centralized database program is \$26,000. per year.

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Don Degen  
Water Manager

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John Vos  
Director of Works & Utilities