

## **Sewer Maintenance Policy**

The Village of Irma realizes the importance of maintaining infrastructure like sewer systems to allow for; safe transportation of waste, extending the life of the system, and preventing problems which could occur from lack of care.

### **Defined Terms**

For the purpose of this policy “Village” refers to the Village of Irma.

For the purpose of this policy “staff” refers to any employee of the Village of Irma including Full time, part time, elected, and contracted.

For the purpose of this policy “sewer system” refers to all underground sewer lines owned by the Village including the lagoon.

For the purpose of this policy “main line” refers to the main sewer line which is located on Village property which collects all service lines and carries the sewage to the lagoon.

For the purpose of this policy “Service Line” refers to the line carrying the sewage from resident and businesses to the main line.

For the purpose of this policy “lagoon” refers to the holding area of all sewage from the Village.

For the purpose of this policy “flushing” will refer to high powered water sent through the sewer lines used to clean out the pipe and allow for better flow.

For the purpose of this policy “camera” will refer to a sewer camera which video tapes the line to allow the viewer to see the condition of the sewer system.

### **Policy Statement**

The purpose of this policy is to create a regular schedule and recording of sewer maintenance in the Village of Irma. Providing direction for staff and contractors to help keeps the Village’s sewer system working at optimal levels.

- Village Council and staff will decide how much of the Village main lines should be flushed and camera
  - Based on cost
  - Condition of the sewer system
- The Village will not always accept the lowest charge per hour by the company, whether companies can camera lines, and size and scope of flushing equipment will be taken into consideration
- Once a sewer line has had pictures or videos of the line taken, the village will hold on to these images for records

- A cycle will be created to allow for even flushing throughout the Village
  - Problem areas may be flushed more often to allow for better flow
- Records of this will be kept at the office
  - Including the last tape of the camera of the main line
- Once there is a newer record of the line the previous will be destroyed
- Records of flushing will be kept in an ongoing file for seven years like other records in the office
- Since the flushing may result in an odour the Public Works Department will be ready with digest to help residents in the event that the smell has not dissipated in a 48 hour period.

#### Applicability

This policy applies to all current and former employees, contractors, subcontractors, agents, volunteers, landowners, vendors, donors, and councilors of the Village of Irma.

Passed on January 14, 2014 meeting, motion 14-8

Staff initials