#### TOWN OF STETTLER

<u>Prepared By:</u> Risk Management Committee Number: XV-1(j)

Adopted By: Town of Stettler Council Original Policy: 1999 01 19

Previous Policy: N/A

Current Policy: 1999 01 19

<u>Title:</u> SEWER SYSTEM INSPECTION AND MAINTENANCE POLICY

To prevent and minimize property damage as a result of the backup of sewer wastewater caused by the blockage of sewer main and/or service lines and to prevent and minimize property, vehicle or bodily damage as a result of sewer manhole covers pushed off by using a systematic identification of such hazards. In the event of a loss resulting in a lawsuit, the ability of the Town of Stettler to create and preserve evidence which shows that it took reasonable steps to ensure the safety of residents who are serviced by the

Town's sewage collection system is available.

Risks: 1. IDENTIFICATION OF PROBLEMS:

- Sewer Main Blockage

- Service Line Blockage

- Manhole covers pushed off

Policy: 2. STATEMENT

Purpose:

The Town will ensure that the Municipal sanitary sewer main lines and the sewer system is maintained in a reasonable and safe condition insofar as the Town's financial resources will allow.

#### 3. STANDARDS

### SEWER MAIN BLOCKAGE

- The Town will flush the sewer main line after a blockage has occurred in order clear the blockage. The Town will then camera or arrange for a contractor to camera the sewer main line to determine the cause of the problem.
  - a) If the blockage is related to a root problem, the tree is removed and the sewer line augured.
  - b) If the blockage is due to a grease build up, the Town will send a written notice to the property owners regarding restaurant grease trap maintenance and clean the line.

c) If the blockage is related to a pipe collapse or pipe separation the line will be repaired as required to maintain proper sewer flow.

# SEWER SERVICE LINE BLOCKAGE

- All sewer service line failures will be dealt with in accordance with Town policy XV-1(I).

## MANHOLE COVERS

- When a manhole cover is reported as being pushed off, the location is relayed to an employee who immediately barricades the area and the situation is then dealt with as required. Should a problem with a specific manhole cover consistently arise, that manhole cover and frame will be replaced.

## MAINTENANCE PROGRAM

- Town sewer mains will be flushed on a rotational basis. Where problem areas are noted, the flushing frequency will be increased.
- A Rotational program to camera all Town sewer mains will be ongoing.
- Sewer maintenance and repairs will be documented for future reference.

# **PUBLIC INITIATION**

- An emergency after hours phone number is provided and all sewer backup calls are handled immediately.
- Upon resident initiation of sewer system problems other than blockage, a green sheet (Concerns and Request Form) will be filled out and the situation will be assessed immediately and corrective action taken as required within a reasonable length of time.