



Municipality of Crowsnest Pass Policy

Policy No.:	2302-01
Policy Title:	Wastewater Service Blockage
Approval Date:	May 16, 2017
Revision Date:	
Supersedes Policy:	
Department:	Operational Services

1.0 POLICY PURPOSE

The Municipality of Crowsnest Pass endeavours to maintain a wastewater system that operates efficiently and as trouble free as possible for their residents. This policy outlines the responsibility of each party in relation to blockages in the wastewater service between the wastewater main and the private building.

2.0 DEFINITIONS

3.0 POLICY STATEMENTS

- 3.1 It is the responsibility of the home owner or occupant to first contact a plumber to verify the location of the problem. Upon receiving notice from a plumber regarding a suspected blockage in a wastewater line, the Operations Department will attempt to resolve existing blockages, determine responsibility, and limit future occurrences as per this policy.
- 3.2 The responsibility for maintenance and repair will be determined by an investigation conducted by the Operations Department based on maintenance reports, property history and video inspections of the service line.
- 3.3 Arrangements will be made with the home owner or occupant for the Municipality to camera the line for further determination as to the cause of the blockage.
- 3.4 The property owner or occupant will be responsible for the maintenance and repair of the **entire service line between their building and the sanitary sewer main in the street** when the blockage is caused by any of the following:

3.4.1 Grease;

- 3.4.2 Any material or object originating from the property owner side;
 - 3.4.3 Tree roots from trees originating on private property.
- 3.5 The property owner or occupant will be responsible for the maintenance and repair of the **service line located on their property** when the blockage is caused by physical pipe failures, faulty installations, or settlements on private property, including at the point of connection on or near the property line. The property owner or occupant will be responsible for reimbursing the municipality for actual inspection costs. (Please refer to Schedule "A")
- 3.6 The Municipality will be responsible for the maintenance and repair of the **service line located on public property** when the blockage is caused by any of the following:
- 3.6.1 Physical pipe failures, faulty installations, or settlements on public property;
 - 3.6.2 Tree roots from trees originating on public property.
- 3.7 If it is determined that the responsibility for repairs or maintenance is that of both the property owner and the Municipality, the Operational Department will coordinate a repair or maintenance plan that is amicable to both parties.
- 3.8 In the event that the sewer inspection reveals a structural defect on public property, the Municipality will schedule a repair of such sewer pipe at the cost of the Municipality, bear the cost of the video inspection and cleaning and reimburse the property owner for the most recent costs incurred in unplugging that sewer. The amount of reimbursement will be as shown on a paid invoice for that work. (Refer to Schedule "A")

4.0 Responsibilities

- 4.1 Municipal Council to:
- 4.1.1 Approve by resolution this policy and any amendments.
 - 4.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.
- 4.2 Chief Administrative Officer to:
- 4.2.1 Implement this policy and approve procedures.
 - 4.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.
- 4.3 Director of the Department to:
- 4.3.1 Ensure implementation of this policy and procedure.

4.3.2 Ensure that this policy and procedure is reviewed every three years.

4.3.3 Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.

4.4 Supervisor to:

4.4.1 Understand, and adhere to this policy and procedure.

4.4.2 Ensure employees are aware of this policy and procedure.

4.5 All Employees to:

4.5.1 Understand and adhere to this policy and procedure.

MUNICIPALITY OF CROWSNEST PASS



Blair Painter, Mayor

2017 - 06 - 27

Date



Lorrie O'Brien, Chief Administrative Officer

2017-06-27

Date

SCHEDULE "A"

REQUEST FOR WASTEWATER SERVICE INSPECTION

I, the undersigned, _____, owner of the building located at

_____ in the Municipality of Crowsnest Pass, believe that there may be a structural defect in the public wastewater service pipe between my property line and the wastewater main. I have been given a copy of the Policy 2302-01 - Wastewater Service Blockage Policy and I understand that if by video camera inspection it is determined that there is not a structural defect, I will be responsible for reimbursing the Municipality for actual inspection cost, estimated as follows:

Video Camera Inspection	\$ 100.00 per hour
Municipal Vehicle	\$ 24.00 per hour
Labour	\$ 50.00 per hour (per worker)
TOTAL ESTIMATED INSPECTION COSTS	\$

In the event that there is a structural defect on public property as determined by inspection, and I have incurred the cost of \$_____ for unplugging the wastewater service line on public property, I will be reimbursed by the Municipality of Crowsnest Pass if the paid invoice supporting my claim is dated accordingly and stamped "PAID" by the plumbing company.

Property Owner

Date

Operations Manager

Date