

**TOWN OF TROCHU  
POLICY DOCUMENT**

**POLICY #** 2003-10-07-01

**POLICY NAME:** Sewer Maintenance and Back-up Policy

**Date of Council Approval:** October 20/2003

**Date at which this Policy Comes into Effect:** Upon Passage

**POLICY AUTHORITY:**

“Passage of a Motion by the Council of the Town of Trochu”  
“The Municipal Government Act”

**DEFINITIONS:**

“Municipal Public Utility” - means the system or works of a public utility operated by or on behalf of a municipality.

“Municipal Utility Service” – means a utility service provided by a municipal public utility.

“Service Connection” - means the part of the system or works of a public utility that runs from the main lines of the public utility to a building or other place on a parcel of land for the purpose of providing the utility service to the parcel and includes those parts of the system or works described in Section 29 of the Municipal Government Act.

“Utility Service” -means the thing that is provided by the system or works of a public utility.

**HISTORY:**

The Town of Trochu maintains a sanitary sewer system as part of their “municipal utility service.” From time to time there are blockages in the service connections and/or sewer mains. These blockages have been caused by various problems including tree roots. The Council of the Town of Trochu in discussion believes that the responsibility of the service connection rests with the homeowner. Traditionally the Town has assumed responsibility for cleaning tree roots from the service connections at no charge but with reduced staff and very severe budget constraints this service can no longer be made available. Tree roots may come from boulevard trees or they may come from trees on the property or from a neighbour’s trees. There is no way of assessing which tree or trees are causing the problem.

**Therefore the Town of Trochu duly assembled enacts the following policy:**

## **POLICY:**

### **Sewer Mains**

The Town of Trochu is a small urban community with limited funding , manpower and resources for the installation of new sewer mains, the maintenance of existing sewer mains, and the clearance of blockages in sewer mains. The Town of Trochu's first priority in dealing with sewer problems is the clearance of sewer mains. The Town of Trochu has purchased a Harbin Flusher jointly with the Town of Three Hills and annual inspection of at least one-quarter (1/4) of all sewer mains shall be done and as well one-quarter (1/4) of all sewer mains shall be harbin flushed each year as finances, human resources, and availability of equipment allow.

### **Service Connections**

The property owner is responsible for the service connection and for its maintenance and upgrading as necessary.

The Town of Trochu will assist property owners with maintenance of private sewer service lines as funding, manpower and resources allow .The Town of Trochu accepts no financial obligation nor liability for any service connections.

The property owner shall provide a clean and safe working environment for Town staff cleaning service connections. Town staff will not work in unsafe conditions, in basements flooded with sewer, in areas of poor ventilation, nor on service connections that do not have an easily accessible clean-out. An hourly fee will be set for this service by motion of Council however a minimum charge of \$25.00 will be applied to each service call.

### **Trees and Roots**

Many property owners and the Town of Trochu have trees on properties and boulevards. These were planted to beautify our community. The Town of Trochu recognizes that from time to time roots grow into sewer services and mains. The Town of Trochu's priority is to remove tree roots from mains and will do so per the sewer main portion of this policy. Secondly, the Town of Trochu will assist property owners by clearing roots from service connections at a fee and as funding, manpower and resources allow. The fee for a service call will apply.

The Town of Trochu is actively removing poplar trees from their boulevards as finances and resources allow. Any property owner may at their own expense remove trees in front of their property providing they have informed the Town of Trochu in writing of their intentions and have included the written approval of adjacent owners.

### **Access to Service for Sewer Clean-outs**

**Property owners are required to contact the Town of Trochu office to make arrangements for sewer clean-outs. This will only be done during regular business hours and only when staff is available to do them. Residents are advised to call the Town office if they wish to have this service and if they notice that their drains are slowing down.**

**After Hours and Weekend Call-outs for Sewer Cleaning**

**The Town of Trochu has very limited weekend and after hour staff and cannot attend to service calls on weekends nor after hours. Residents and property owners are advised to contact a private firm if blockages occur on weekends or after hours.**

**Communication to Town Residents of Policy Change**

**This policy change shall be advertised in the local newspaper and by newsletter upon passage. Annually the policy shall be communicated to citizens in a similar manner.**

**TOWN OF TROCHU- PROCEDURE FOR SEWER BACKUPS**  
**THIS PROCEDURE IS WRITTEN TO COMPLIMENT**  
**POLICY # 2003-10-07-01 Sewer Maintenance and Back-up Policy**

1. **Staff shall read and become informed regarding Policy # 2003-10-07-01 in order for them to deal effectively with this policy and communication of the policy.**
2. **“Service Connection” - means the part of the system or works of a public utility that runs from the main lines of the public utility to a building or other place on a parcel of land for the purpose of providing the utility service to the parcel and includes those parts of the system or works described in Section 29 of the Municipal Government Act.**
3. **Upon notification of a sewer back up in a main Town staff shall deal with this on a first priority basis. Sewer back ups or blockages in mains constitutes a problem which is of an emergency nature and shall be dealt with immediately.**
4. **Annually staff shall inspect and flush at least one quarter (1/4) of the Town’s sewer mains as preventative maintenance with the Harbin Flusher. At that time staff shall make notation of any problems they foresee and shall make supervisory staff aware of the problem.**
5. **When notified that a problem exists in a private service connection during regular business hours staff shall attend to this problem as soon as possible taking into account manpower available. The homeowner shall sign a waiver document before staff proceeds to do the work.**
6. **Upon assessment of the problem and providing no hazards exist staff shall clear the blockage and provide office staff a statement of time to do the work for billing.**
7. **There shall be no after hour nor weekend call-outs for private sewer cleaning of service connections. Property owners shall be instructed to call a plumber.**