

STAFF REPORT: ENGINEERING AND PUBLIC WORKS DEPARTMENT

REPORT TO: **Infrastructure & Recreation Committee**
MEETING DATE: **September 13th, 2011**
REPORT NO.: **EPW.11.078**
SUBJECT: **Emergency Excavation on Town Owned
Road Allowances- Policy Development**
PREPARED BY: **John Caswell – Manager of Water and
Wastewater Services**

A. Recommendations

THAT Council direct Staff to prepare a policy for emergency excavations on Town owned road allowances as outlined in Report EPW.11.078 entitled “Emergency Excavations on Town owned Road Allowances Policy Development”.

B. Background

The water and wastewater infrastructure owned and operated by the Town of The Blue Mountains is located on Town property and/or contained within easements in favour of the Town. The Town is responsible for the maintenance of this infrastructure to ensure the supply of water and collection of sewage is uninterrupted.

Property owners whose properties are connected to the Town’s infrastructure are responsible for the repair and maintenance of water laterals and sewer laterals that are located on private property. Problems have occurred in services where it is not clearly evident on the surface which side of the property line the problem existed.

A departmental policy is being proposed to avoid confusion and frustration that has occurred in the past where problems with infrastructure were identified. Staff recommends that a policy be developed that identifies the responsibility for hiring a contractor to repair infrastructure problems.

When Town Staff receive a call indicating there may be a problem with a property owner’s infrastructure they will respond immediately. Town Staff complete an assessment on site to ensure there are no problems with the Town’s infrastructure that could affect other property owners. If it is determined that Town’s infrastructure is normal, Staff inform the property owner that it is the property owner’s responsibility to hire a plumber or excavator to determine where the problem is. If the location of the problem is subsequently identified to be on Town property, the Town will pay for the costs. The key concepts of such a policy are outlined below.

In a case where a Contractor has been hired by the Town to perform work on Town infrastructure in the previous six months of a water or wastewater problem being identified by a property owner, the Town will hire an excavator to determine where the problem exists.

If the problem is not on Town property and has not been caused by the recent construction then the Town will forward the costs to the property owner. Alternatively if the problem is located on Town property then the Town will be responsible for the costs.

C. The Blue Mountains' Strategic Plan

Town's Strategic Plan Goal #2" Addressing the Town's Municipal Infrastructure needs" is in part satisfied by the recommended action.

D. Environmental Impacts

All excavations will be completed with regard to erosion and sediment control to drainage ditches and swales. Excavation will only be undertaken after locates have been completed by all appropriate parties.

E. Financial Impact

The policy will be prepared internally by Town Staff and therefore no additional budget expenditures will be incurred.

F. Attachments

None

Respectfully submitted,

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